



Standards of Conduct while attending MRO Americas, MRO Latin America and Military Aviation Logistics & Maintenance Symposium (MALMS)

This document will set out the standards of conduct and performance and how Aviation Week Network expects all attendees to perform.

As a registrant, you are personally responsible for the way you perform. You will need to use your judgement so that you make informed and reasonable decisions and meet the standards.

STAY HOME WHERE APPROPRIATE

- If you have been sick with COVID-19.
- If you have been tested positive for COVID-19 but had no symptoms.
- If you have shown any symptoms of COVID-19 within the last 14 days (from the start date of the event).
- If you have a fever.
- If you feel otherwise unwell.
- If you have recently had a close contact with a person(s) with COVID-19.

MASKS

- Wearing of MASKS is always mandatory and essential while in the Convention Center and when physical distancing is difficult.
- Masks must fully cover mouth and nose and remain in place at all times while indoors.
- Please bring a supply of MASKS with you (Please note that bandanas are not acceptable).

HAND HYGIENE & RESPIRATORY ETIQUETTE

- All employees (Aviation Week + the OCC) will be required to frequent handwashing.
- Cover your mouth and nose with a tissue when coughing or sneezing – used tissues to be tossed immediately and hands washed immediately.
- We discourage any handshakes, fist bumps, high fives, hugging etc. during the event.

CLEANING & DISINFECTING

- Frequently touched surfaces within the venue will be cleaned daily or between uses as much as possible.

TEMPERATURE CHECKS

All attendees will submit to a temperature check upon entering the convention center.



CONFERENCE ROOM LAYOUTS

- All meeting rooms will be planned for limited attendance to allow for social distancing. We will not exceed room capacity limits as set by the venue and government regulations. Please do not move or adjust placement of any chairs/tables.
- Designated entrances and exits will be used to discourage crowding.
- Conference attendees will need to choose their specific breakouts carefully as changing/switching on-site will not be allowed due to limited room capacity.

FOOD SERVICE

- The Orange County Convention Center (OCCC) will provide a safe and clean atmosphere. Attendees are expected to respect directional signage, spacing in queues and allow servers to serve attendees.
- Catering will provide banquet staff to serve you; will provide pre-wrapped food and in some cases, boxed lunches. Catering will provide disposable food service items – to be placed in trash bins provided and not left on tables/seats/ floors / windowsills etc.

HEALTH OFFICIALS ON SITE:

To learn more about the MRO Americas Health and Safety measures please click on this link: <https://mroamericas.aviationweek.com/en/plan-your-visit/keeping-you-safe.html>

CONSEQUENCES OF Non-Adherence to Code of Conduct

Non-compliance to the code of conduct will not be accepted. Anyone asked to comply to the code by event staff, security, venue staff or other attendees will be expected to comply immediately. If an attendee does not comply, show management will take action it deems appropriate, including warning or expelling the offender from the event with no refund.

WHAT TO DO IF YOU WITNESS OR ARE SUBJECTED TO UNACCEPTABLE BEHAVIOR

If you are subjected to unacceptable behavior, notice that someone else is being subjected to unacceptable behavior, or have any other concerns, please notify event staff as soon as possible. All reports will remain completely confidential.