

## **Guideline on disease control of COVID-19 (Novel Coronavirus) in fashion shows**

Revised as of Dec. 15<sup>th</sup>, 2022

The Japan Fashion Week Organization

### **1. Introduction**

This guideline is based on the government's "Basic Policy for Countermeasures against New Coronavirus Infectious Diseases "November 19, 2021 (changed on September 8, 2022) Based on the decision of the Novel Coronavirus Infectious Disease Control Headquarters (hereinafter referred to as “Basic Policies”), the fashion show will be held with the advice of the government and experts. This is a summary of the basic items to be implemented as measures to prevent infection with the new coronavirus at events ((including installation form fashion shows, in addition to runway shows, etc).

In addition to basic articles which should be carried out by brand related persons and production related persons, it indicates measures which should be carried out for/by guests, both invited and general, in fashion shows which are carried out both indoors and outdoors. Furthermore, in case of holding behind closed doors shows (live transmission of shows without any audience. Including shows which are shot and transmitted on-line, etc.), this is a guideline to be utilized by brand related persons and production related persons as a preventive measure. The contents of this guideline are due to be changed and revised appropriately, depending upon revisions in disease control policies, in addition to changes in infection situations, opinions and/or advice from experts, etc.

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## **2. Basic approach in disease control/prevention of spread**

From the findings of experts up to now, it has become known that the main routes of infection are through “infection by contact” and “infection by spray” and “aerosol infection”. Furthermore, it has become known that infectivity is strongest during subclinical/unaware states, 1 or 2 days prior to the onset of symptoms, and the importance of making countermeasures against cluster has been pointed out. Therefore, in operating fashion shows in which many guests gather, as measures for disease control and prevention of spread, we are placing principal objective on decreasing the risk of “infection by contact” and “infection by spray” and “aerosol infection” as much as possible, around the venue, along with before/during/after the show, and if in case infection occurs, to be able to trace the infection route.

Brands planning to hold shows with guests at a rented venue, in holding your show, we ask that you consult with venue management, along with related parties of the local government at which the venue is located, and carry out disease control/prevention of spread measures as much as physically and economically possible. Measures must be made for brand staff along with production staff of course, but in addition, effort must be made in enlightening guests by carefully explaining the disease control/prevention of spread measures being carried out before/after/during the event, and urge understanding towards “active participation” to guests.

Brands must make maximum effort in placing disease control/prevention of spread measures to any/all staff (hereinafter indicated as “Show Staff”) and persons related to the show, including models and other performers, not only during the show but throughout prior meetings at the office and/or preparatory production processes, such as rehearsals, etc. Furthermore, please make the same proper efforts in disease control/prevention of spread measures at the office, studio, and in use of venues.

It is known that if/when the 3 conditions (so-called “3Cs”) of ①closed space (areas/rooms which are closed with little or minimum ventilation), ②crowded space (areas/rooms which are highly populated with a crowd of people), ③close proximity (cases/scenes in which conversation or speaking is done in a proximity close enough to touch one another) exist, the risk of infection spread, in other words the risk of prompting “infection by contact” and “infection by spray” and “aerosol infection”, is especially high. This guideline aims at preventing infection to self, thereby preventing spread to others, by thoroughly avoiding

such situations. In this guideline, we aim at thoroughly avoiding infection to self, thereby not spreading infection to others, by warding off all conditions indicated here.

Based on the above, please make sure to make the following well known to both Show Staff and guests, share the “Basic Rules of Action” as a rule to be followed and carried out by all, and be sure to thoroughly carry out disease control measures. In drawing up specific measures, please refer to and include the guidelines of your venue in your plan.

Keeping in mind the recent spread of mutant strains such as the Omicron strain, measures must be taken to prevent infection along routes of infection by contact / infection by spray/ aerosol infection.

Please try to avoid shared use of spaces that particularly tend to become crowded, including offices, resting rooms of course, but also public transportation used for commuting, vehicles used to transport people/equipment in preparation for shows, etc. If it cannot be avoided, please ventilate thoroughly, and/or devise methods such as placing a partition, etc. As a principle, wearing of masks are unnecessary, regardless of season (if the securing of over 2 meters of physical distance between people is not possible, and speaking is predicted to occur, masks must be worn). In indoor situations in which a physical distance of over 2 meters cannot be secured, and/or even if physical distance can be secured if people will be speaking to one another, wearing of masks is highly recommended. Especially in the “5 scenes” in which infection risk rises (recommendations from the Subcommittee on Novel Coronavirus Disease Control), specifically inspect scenes which correspond with any of the below, and measures emphasizing infection control in such scenes must be put into effect.

Scene 1. Dining engagements, etc., accompanied by intake of alcoholic beverages. A specific example would be a post-party after the presentation of the collection, but not limited to this.

Scene 2. Eating/drinking involving a large number of people or a long time. Meeting held before/after the show, etc.

Scene 3. Conversing without wearing a mask. Especially during hair/makeup, fitting on models not wearing a mask.

Scene 4. Instances in which a large number of people must be present in a small space. For example, the backyard, etc. just before the show.

Scene 5. When whereabouts change, for example during resting times, etc., there is a possibility of infection risk rising due to relaxing or change in environment. Furthermore, cases in which infection is suspected to have spread at resting rooms, smoking areas have occurred.

In addition, in scenes which correspond with any of the so-called 3Cs (crowds / closed space / close proximity), because a certain level of infection risk cannot be avoided, please thoroughly make an effort on a daily basis to ward off any situations of crowds / closed space / close proximity.

**”Basic Rules of Action” which should be shared among Show Staff and guests:**

- Basic approach in infection control/prevention of spread: measures towards infection by contact, infection by spray/aerosol infection by micro-spray on the premises of the spread of mutant strains such as the Omicron strain
  - Secure enough physical distance between people to prevent coming into physical contact (hereinafter indicated as "physical distance between people").
  - Avoiding the “3Cs” (closed space / crowded space / close proximity)
  - Carrying out of effective ventilation (ventilation at all times by machine ventilation, or opening windows).
  - If the situation does not allow for adequate ventilation, with a situation in which masks cannot be worn properly, along with being unable to secure physical distance between people, partitions must be placed.
  - Make sure thoroughly that speaking in loud voices and/or yelling must be refrained from. Proper structures must be established in case there is a person speaking in a loud voice without wearing a mask, such as giving individual warning, etc.
  - If necessary conditions are fulfilled, masks may be taken off, in both indoors and outdoors.

As a principle, masks do not have to be worn outdoors, regardless of season (if a 2-meter physical distance cannot be secured, masks must be worn when speaking/conversing). In the case of indoors masks must be worn, except for situations in which a physical distance of over 2 meters can be secured, along with no conversation.

(reference) “About wearing of masks” (Ministry of Health, Labour and Welfare)

[https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/kansentaisaku\\_00001.html](https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/kansentaisaku_00001.html)

- Thorough notification of cough etiquettes. If/when you need to cough/sneeze, cover mouth and nose, using a mask, tissue paper / handkerchief / sleeve.
  - Frequent washing of hands using soap and running water / thoroughly set up hand and finger sterilization/disinfection solutions such as alcohol, not only at bathrooms, but at the entrance and various locations within the venue.
  - When touching places/objects with the possibility of being touched by many and unspecified people, thoroughly practice the habit of washing your hands with soap and running water after touching them, or disinfecting with alcohol.
  - Management of body temperature (checking body temperature, health conditions)
- Basic disease control within the show venue
    - Proper wearing of masks, along with putting on and taking off according to the situation. As a principle, masks do not have to be worn outdoors, regardless of season (if a 2-meter physical distance cannot be secured, masks must be worn when speaking/conversing). In the case of indoors masks must be worn, except for situations in which a physical distance of over 2 meters can be secured, along with no conversation. Prepare a structure in which masks can be handed out (or sold) to guests arriving without masks. There are people who find it difficult to wear masks due to illness or disability. In such case, speak to the guest in question individually, planning for a proper infection prevention measure, with ample consideration not to be discriminative.
    - Prior to carrying out the show, lay down ventilation rules for each area/room to secure ventilation of “over 30 square meters/person/time ventilation ability (building ventilation standard recommended by the Ministry of Health, Labour and Welfare), and on the day of the show, provide effective ventilation (constant ventilation with mechanical ventilation, or open window ventilation).
    - Regardless of the status of a person, whether they are performers, production staff, guests, venue management, at the venue (including surrounding areas) the physical distance that must be secured between people is the same as the physical distance without people coming into contact with each other under the premise of masks being worn.

※This includes any/all activities, including waiting lines to enter/exit, bathroom, selling/buying of food/drinks (if applicable), waiting at the lobby, etc., setting up/removal of sets, etc.

- Dissemination of “Basic Rules of Action” through announcements throughout the venue and placing notice boards.
- Prior notice to guests that “if in case one does not follow instructions/rules laid down by the host, they can/will be asked to leave the venue, etc.”
- Decrease of contact opportunities by introduction/use of electronic payment

### **3. Specific measures which should be carried out by Show Staff**

All Show Staff, including staff related to the brand and staff related to the production of the show, should take to heart that “a single mistake of one event could ruin the sense of security and/or sense of trust from society, thereby marking unsavory influences on events, the fashion industry, and society as a whole thereafter”, and therefore, every single staff must stay alert in carry out one’s responsibilities. Not only on the day of the show but utilize health condition monitoring applications and others on a daily basis regardless of the show, to keep a grasp of your daily health condition. If/when a staff is feeling ill in any way, recommend working at home (telework). At the same time brand managers and production managers are required to plan for an operation which allows for ample backup if in case staff become absent due to illness.

#### **3-1. Disease control/prevention of spread for Show Staff**

- Make taking of temperature mandatory, if/when staff feels any abnormality in their health, along with dissemination of disease control/prevention of spread measures against COVID-19, utilizing guidance materials such as the “5 scenes” in which infection risk rises in daily life, “New Lifestyle”, etc. If/when a Show Staff indicates any signs of feeling ill or complains of feeling ill in any way, utilize a simple antigen kit to test for infection.
- If/when purchasing an antigen kit, please be thorough in making sure that ① the sample is taken by the ill person themselves, under the supervision of a personnel who fully understands cautionary points in taking a sample, ② utilize a government approved antigen kit (“reference” below).

(reference) “Regarding the promotion of active testing at the workplace (3rd edition)” (2022, October 19th bulletin)

<https://www.mhlw.go.jp/content/000819050.pdf>

- In environments where there is a high risk of cluster outbreaks, such as environments where people involved in the show are close (labor-intensive environments), and where it is difficult to take general infection control measures, regular PCR tests will be conducted. is also useful, so we will actively consider introducing it.
- For vaccination Please refer to the Ministry of Health, Labor and Welfare's website "About the new corona vaccine".
- We recommend informing the Health Follow-up Center, etc. of test results of those people having symptoms.
- Every morning temperature taking of Show Staff is mandatory, and if/when a person shows any of the following symptoms, they are to be taken off duty.
  - Person who has symptoms of fever, coughing, diarrhea, taste disorder, smell disorder, languor, shortness of breath, etc. one day before going on duty (If you feel unwell, consult a consultation center or a consultation center. Appropriately consult with a doctor.)  
[https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/kenkou\\_iryuu/covid19-kikokusyasessyokusya.html](https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/kenkou_iryuu/covid19-kikokusyasessyokusya.html)
  - If/when determined to be a high-risk contact person by the Public Health Center, stay at home.
  - If/when a person has a history of traveling overseas, treat in accordance with safeguard inspections carried out at entry, designated by the Japanese government
  - Person who has tested positive for being infected by COVID-19, and is presently being instructed by a physician to stay home
- As a principle, masks do not have to be worn outdoors, regardless of season (if a 2-meter physical distance cannot be secured, masks must be worn when speaking/conversing). In the case of indoors masks must be worn, except for situations in which a physical distance of over 2 meters can be secured, along with no conversation.  
If it is difficult to wear a mask due to illness or disability, we will take into consideration individual circumstances and take appropriate infection control measures to prevent discrimination. If in case performers are unable to wear masks during their performance, we will enforce the items indicated in “3-2 Maintaining of physical distance among Show Staff” surely and to the letter.



### **3-2. Maintaining of physical distance among Show Staff**

- Under the premise of mask wearing and ventilation needs are being carried out thoroughly among Show Staff, a measure in which to secure distance to prevent physical contact among one another must be devised.
- If/when the securing of physical distance is difficult, other measures such as placing partitions, using face shields, etc., which have the same effect as maintaining physical distance must be made, along with thoroughly carrying out correct wearing of masks and ventilation, thereby taking measures to prevent infection by spray/aerosol.

### **3-3. Food and catering**

- If/when serving catered food or buffet style food/drinks, servings must be served either already dished up or be served individually by staff. When serving, the staff must wear a mask at all times, and be sure to use a new plate per serving. In addition, if/when using tongs/chopsticks/etc. to serve, and if use of such tools are to be shared by a number of staff, thoroughly carry out sterilization of hands/fingers. Or, designate use of tongs/chopsticks/etc. to individual use only, and thoroughly make sure use of tools are not shared. Furthermore, if/when using disposable gloves, make sure gloves are disposed of properly after use, and make sure they are not reused.
- When eating, make sure physical distance between seats are secured, and/or set up partitions, in addition to making sure sterilization of hands/fingers are thoroughly carried out, recommending the wearing of masks at all times other than during eating, and thoroughly ventilate.
- In spaces utilized by an unspecified large number of people, including eating or resting spaces, objects which are commonly used (tables, chairs, etc.) must be sterilized periodically. As for methods of sterilization, for example, refer to “Methods on sterilization / disinfection for the Novel coronavirus” in the Ministry of Health, Labour and Welfare HP, as needed.
- Staff handling food should frequently wash their hands with soap and running water or use hand sanitizer.
- Please refrain from talking during meals. Conversation should take place after meals are finished, wearing a mask.
- Please refrain from eating and drinking outside the area where infection control measures have been taken for eating and drinking.
- Please be aware of infection control during breaks and before and after the event.

#### **3-4. Disease control on the runway and on-stage**

- For performers, please secure a distance where people do not come into contact with each other on the premise of wearing a mask and thoroughly ventilating. Furthermore, physical contact must be avoided.
- When coming in contact with performers, wash hands with soap and running water or sterilize hands/fingers, before and after coming in contact.
- Thoroughly sterilize and disinfect equipment, object, surrounding environment at all times. (reference: Methods on sterilization / disinfection for the Novel coronavirus (Ministry of Health, Labour and Welfare / Ministry of Economy, Trade and Industry / Consumers Affairs Agency special page) | [https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/syoudoku\\_00001.html](https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/syoudoku_00001.html))
- Thoroughly supervise so that runway performers do not speak or have physical contact with one another and/or others during hair, make-up or immediately before going on stage.

#### **3-5. Hair/makeup and costume**

- All models and hair-makeup staff must either wash hands with soap and running water, or sterilize hands/fingers, both before and after one hair-makeup session for one person. Furthermore, hair-makeup tools are not to be shared and/or reused among models/performers.
- Hair and makeup staff must wear masks correctly.
- Before/after the clothing/taking off of costumes, both models and fitting staff must wash hands with soap and running water and/or sterilize hands/fingers.

#### **3-6. Stage set and artwork**

- Devise a work schedule so that the staff do not end up working in a 3Cs environment.
- Be sure to be thorough in sterilizing, disinfecting the set, including the stage set and props, other objects and all surrounding environment.
- As a rule, use of tools shall not be shared. If/when tools must be shared for some unavoidable reason, hands must be washed with soap and running water and/or sterilized, before and after use.
- If/when one touches the same tools or equipment, furniture, set, etc., handled by other staff, they must wash hands with soap and running water and/or sterilize hands/fingers.

- If/when an activity must be done in cooperation with others, must make sure the staff do not face each other, nor speak to one another during the activity. Furthermore, before and after the activity together, hands must be washed with soap and water and/or sterilized.

### **3-7. Bathroom**

- Places/items which are touched by many and unspecified people such as doorknobs, must be sterilized periodically.
- Always wash hands with soap and running water after using the toilette.

### **3-8. Ventilation**

- In using a venue, “30 square meters/person/time (building ventilation standard recommended by the Ministry of Health, Labour and Welfare) ventilation ability” of both venue guest areas and all backrooms/waiting rooms within the venue, must be confirmed with venue management in advance.
- Through consultation with venue management, lay down ventilation rules for each area/room to secure ventilation of “over 30 square meters/person/time ventilation ability (building ventilation standard recommended by the Ministry of Health, Labour and Welfare)”, and on the day of the show, carry out the rules as needed (ventilation at all times by machine ventilation, or opening windows) to secure effective ventilation at all times.
- During the show, during the after-show interviews, etc. open windows/doorways (in two directions if possible) for ventilation.
- Also in backstage areas (fitting room, makeup room, etc.), waiting rooms, along with staff rooms, open windows/doorways (in two directions if possible) for ventilation.
- If/when room humidity becomes low due to dryness, carry out proper humidification so that humidity is maintained at over 40%. In addition to ventilating, consider monitoring at all times utilizing a CO2 measuring device (under 1000ppm) (\*in the case of ventilating by machine. A criterion in the case of ventilation by opening windows). Furthermore, in the case of establishing a CO2 measuring device, place the device at several locations within the room, and especially in areas which tend to lack ventilation.
- Also consider supplementary use of HEPA-filter air cleaners and/or circulators.
- In order to properly ventilate in cold regions, it is necessary to provide appropriate ventilation while maintaining the temperature so that the humidity is 40% or more, and to maintain the appropriate humidity with a humidifier or the like. In addition, it is recommended to check the ventilation status

with a CO2 monitor, etc., and maintain 1000ppm or less (\*), especially in places where density is likely to occur.

(\* In the case of mechanical ventilation. Window opening ventilation In the case of, it is a guide. )

### **3-9. Clean up/discarding of trash**

- Trash with mucus, saliva, etc., should be put into a plastic bag, with its mouth closed tight and tied. Staff collecting and discarding of trash must wear a mask and gloves properly.
- Masks must be exchanged periodically, and put into a plastic bag with mouth closed tight and tied to discard.
- Hands must be washed with soap and running water and/or sterilized, before and after each activity.

### **3-10. Measures to be taken if/when a possible infection case arises**

In addition to adjusting with disease control guidelines laid down by the venue at which the show is being held, please plan and prepare to carry out the following measures as much as possible.

Staffs who will be dealing with such situations must thoroughly wear masks, plastic apron, face shield and gloves. During the process of putting on such protective gear, try not to touch surrounding objects unnecessarily. Once your duty is done, take off the protective gear in the specified order, discard the protective gear in a specified trash box, and thoroughly sterilize hands/fingers.

Furthermore, depending upon the situation, put effort in grasping the true infection situation of the area where the venue is located, by cooperating with the public health care center, etc.

- A. Steps to be taken for Show Staff (all staff) when a possible infection case arises within the venue.
- Prior to the event, in preparation of such case that a guest having cold-like symptoms, etc. suspected of infection comes to the venue, or becomes ill at the venue, together in cooperation with venue management, make sure to grasp parties that need to be contacted in such case, conveyance steps (if in case it becomes necessary), nearest Public Health Center to the venue, returnee/close contact person telephone counselling center, so that you may advise the person suspected of being infected.

- If such case arises, ① make the person suspected of being infected wear a mask properly, and depending upon condition ② guide person suspected of being infected to a “private room or space segregated by partitions, etc. (room/space with good ventilation is recommended) prohibiting entry of other people” , secured in advance, and once their condition settles down, advise to return home or visit the nearest medical institution. ③ If it is difficult for the person suspected of being infected to take actions of ② by themselves, Show Staff must contact the nearest medical institution/Public Health Care Center through venue management, and take necessary steps.
  - (Based on instructions from the Public Health Care Center) Have the possible infected person enter a stay-home state. If necessary, contact the hospital priorly contacted for cooperation, request admittance of patient, and if admittance accepted, transport to hospital by method designated by the hospital.
- B. If/when a case of possible infection arises among Show Staff
- Promptly isolate the person in question, and after securing an atmosphere in which that person will not come in contact with other people as much as possible, carry out the same steps indicated in above A.
  - If it becomes necessary for a staff to rest at home due to symptoms such as a fever, their condition must be checked/confirmed daily, and if necessary, be made to be tested for COVID-19.

### **3-11. Making widely known/understood**

- Please make the following widely known and understood by all Show Staff.
  - Proper wearing of an appropriate mask, and suitable taking off/putting on depending on the situation
  - Thorough carrying out of cough etiquettes, washing of hands with soap and running water or sterilization of hands/fingers
  - Thorough securing of suitable physical distance

### **4. Specific measures which should be made in use of venue/setting up, etc.**

In choosing a venue, we recommend choosing an establishment clearly indicating/carrying out specific disease control measures and has acquired a “Declaration of thorough disease control sticker”, prescribed

by the local government of where the establishment is located. Furthermore, in selecting a venue, please try to choose one that has ample space to allow for securing a physical distance among people to prevent coming into physical contact from one another.

#### **4-1. Basics**

- Set up alcohol sterilizations at the staff entrance and backstage (fitting room, hair/makeup room, etc.) to promote hand/finger sterilization.
- Items/objects/fixtures/equipment which have a high probability of being touched by Show Staff, such as doorknobs, handrails, etc., must be sterilized frequently. After wiping and sterilizing surfaces, always wash hands with soap and running water and/or sterilize hands/fingers.
- Under the instructions of venue management, draw up/carry out ventilation rules, and confirm rules are being followed properly.
- Small spaces such as studios, installation halls, etc. must be ventilated frequently. Furthermore, at large scale establishments such as halls/arenas, fully open doors and/or windows on both sides of the venue periodically, along with utilizing ventilation facilities to ventilate. If/when the venue lacks in ventilation power/functions, devise ways to ventilate properly, by using fans, circulators, etc. to raise ventilation effects.
- In using a venue, “30 square meters/person/time (building ventilation standard recommended by the Ministry of Health, Labour and Welfare) ventilation ability” of both venue guest areas and all backrooms/waiting rooms within the venue, must be confirmed with venue management in advance.
- Through consultation with venue management prior to the event, lay down ventilation rules for each area/room to secure ventilation of “over 30 square meters/person/time (building ventilation standard recommended by the Ministry of Health, Labour and Welfare) ventilation ability”, and strictly carry out the ventilation rules periodically during use of the venue.
- Backstage areas (fitting rooms, makeup rooms, etc.), waiting rooms, staff rooms, etc. must be ventilated frequently, along with adequate sterilization of objects which have a high probability of being touched, such as door knobs, chairs, etc.
- For areas in which guests are allowed to be within the venue (entrance/exit, bathrooms, places/things that have a possibility to be touched), must also be sterilized frequently. After disinfecting, use soap and running water wash your hands and disinfect your fingers.

#### **4-2. Securing of physical distance between guests and performers (prevention of infection by spray and/or infection by contact)**

- A distance to prevent physical contact between people on the runway/stage and guest seating must be secured. If/when the show production requires the model to yell out loud, a physical distance of over 2 meters must be secured between the runway/stage and guest seating.

In large scale venues such as arenas, domes, etc., in addition to the distance between guest seating and runway/stage, a safe physical distance between guests in traffic within the venue (including difference of elevation between stage) must be secured.

#### **4-3. Handling of standing at guest seating areas**

- In standing areas, a physical distance to prevent people from coming into physical contact must be secured, and masks worn at all times.
- Make known thoroughly not to talk to one another while waiting for the show to start, by staff reminding each guest when guiding them to the standing area.
- In operating of standing areas, the infection situations of venue areas must be considered, along with holding consultation with each local government and other related local authorities, and you must abide to the rules/regulations of each local government.

#### **4-4. Handling of ventilation of the venue**

- In using a venue, “30 square meters/person/time (building ventilation standard recommended by the Ministry of Health, Labour and Welfare) ventilation ability” of both venue guest areas and all backrooms/waiting rooms within the venue, must be confirmed with venue management in advance.
- To secure a “30 square meters/person/time ventilation ability (building ventilation standard recommended by the Ministry of Health, Labour and Welfare)”, discuss with venue management and carry out ventilation at all times by machine ventilation or opening windows.
- Based on the venue’s standard facilities and functions, along with considering guest reactions etc. towards the show’s contents/style/form, and consultation with venue management, openings such as doors, etc. should be opened during intervals.

#### **4-5. Waiting line inside and outside the venue**

- In situations in which waiting lines are necessary (entrance/exit, waiting to use the bathroom, etc.), guide guests so they may stand at a distance preventing coming into physical contact from one another, and depending upon the capacity of the venue, using the venue's maximum capacity as a standard, try to have less people present.
- If/when baggage inspection is necessary, confirm only by sight. If in case staff needs to touch guest belongings, always wear disposable gloves, washing hands with soap and running water or sterilizing hands/fingers afterwards.

#### **5. Specific measures to be taken by Show Staff for show contents**

- If/when carrying out a guest participation style production, if there are situations that guests will be speaking to performers, wearing a mask is mandatory.
- At public areas such as the lobby, foyer, etc. masks must be worn properly, along with physical distance among one another being secured.
- Make known to avoid shouting or loud voicing such as bravo, and limit to clapping only.
- Consider having announcements made by performers also, to disseminate "Basic Rules of Action" to guests.

#### **6. Specific measure to be made for guests**

As for number of guests, if/when the following conditions are fulfilled, the venue may be used up to within its 100% legal capacity.

- (1) From past performances of performers of that particular show, it is proven that they do not carry out performances which induces loud voicing/rooting or sing-along by guests, during their performance (if the performers do not have any past performances to present as proof, consider by comparing with other similar events, and make sure that loud voicing/rooting or sing-along by guests is not a prospective of their performance).
- (2) From past performances, those in which thorough infection prevention measures towards individuals can be taken, including the wearing of masks.



- (3) Performances in which contains infection control measure guidelines, such as the maintaining of physical distance between guests and voicing performers, and such infection control measures will be thoroughly carried out. However, even if a mask is worn and the conditions of this guideline are met, due to the nature of the program, if guests are expected to shout, cheer, or sing in chorus, the distance between people should be 2m (at least 1m) to ensure.

Listed below are articles which must be made known to guests (articles which require prior consent). Basically, we recommend handling digitally.

We are indicating the following as specific measures (examples).

- ① When sending invitations (when purchasing tickets in cases of tickets being sold to the general public)
- ② Confirm at entrance on day of event (basically Web registration. Hand-written registration accepted)

Furthermore, if in case tickets are being sold, as an exception in view of disease control and prevention of infection spread, if a guest refrains from participating due to self-assessment of ill health conditions, basically, their ticket fare shall be refunded. However, this applies to purchased ticket fare only. This does not apply to other costs incurred in relation, such as transportation costs, etc.

The how of the show should prepare a sheet indicating specific infection prevention measures to be taken for all processes involved in presenting a show, from delivering in, to dismantlement and delivering out. We recommend preparing this sheet beforehand so that each staff involved in each process can utilize it for self-evaluation after the event.

#### **6-1. Prior submission of a self-assessment form (written acknowledgement) (example):**

**After invitations are transmitted/tickets are purchased, before digital invitation/tickets are sent**

- Have guests confirm/pledge and/or assent to the following articles, prior to coming to the venue.
  - Pledge that they have not tested positive for COVID-19, nor are they presently instructed by a physician to stay home
  - Will bring a mask, and wear it properly throughout the show while watching
  - Consent to the policy that digital invitations/tickets will be sent only to those guests submitting a self-assessment assenting to the above contents

## **6-2. Submission of a self-assessment (Web registration) on the day of the show (example)**

- If/when all the following articles (examples) apply, the guest may enter the venue.
  - Took their temperature that day, before coming to the venue, and had no fever (consider carrying out a temperature check by thermometer at the entrance)
  - Does not have symptoms of fever, cough, diarrhea, taste disorder, smell disorder, languor, shortness of breath, etc.
  - Has not been in contact with a person testing positive for COVID-19
  - No family member living in the same residence or close acquaintance showing possibility of infection
  - Has not tested positive for COVID-19, nor is presently instructed by a physician to stay home
  - Will bring a mask, and wear it at all times during the show
  - As in the case of general prohibited actions, consent to being asked to leave if/when they do not follow staff instructions, and that in such case, ticket fare will not be refunded

## **6-3. Prohibited activities within the venue**

- In addition to generally prohibited activities (acts which annoy other guests, etc.), make known in advance that, if in case guests do not follow staff instructions pertaining to disease control and/or prevention of infection spread inside/outside the venue, there is a possibility the guest will be asked to leave.
- Acts in question (proposal): Loud voicing, moving between seats, etc.
- If/when there is such a person who speaks loudly/shouts, each person will be cautioned individually

## **6-4. Carrying out of time-difference entry and exit (prior announcement article)**

- Appropriate behavior management for visitors, such as seat assignment and securing of leads to seats, should be planned and carried out in advance.
- [At entry] Announce in advance. for guests to plan for ample time to enter.
- [To exit] The show host shall carry out a regulated exit by appointing seat blocks and guiding guests out by seat rows while securing physical distance among guests to prevent coming into physical contact with one another during the move. Announce and explain the operation to be heard

throughout the whole venue, and physically carry out the guiding to the exit by staff (as mentioned earlier, exit guests by seating blocks, and place staff along the line of movement).

- Depending upon the accessibility of the venue, please consider also instructing the route to the nearest train station, to secure physical distance of guests in the surrounding areas of the venue.

#### **6-5. Cooperation request articles for disease control/sanitation**

- Heads-up towards decentration and dispersed use of public transportation, use of restaurants, etc.
- Proper wearing of masks (if/when guests are not wearing a mask, they will be warned individually).
- Setting up of sterilization liquid posts, and the frequent sterilization of hands/fingers, starting with at entry.
- Do not touch venue facilities/equipment unnecessarily.
- Securing/maintaining of physical distance among guests and/or Show Staff.
- Voluntarily refrain from conversation at the lobby, foyer, while sitting down, and eating.

#### **6-6. Meals and catering**

- If/when serving catered food or buffet style food/drinks, servings must be served either already dished up or be served individually by staff. When serving, the staff must wear a mask at all times, and be sure to use a new plate per serving. In addition, if/when using tongs/chopsticks/etc. to serve, and if use of such tools are to be shared by a number of staff, thoroughly carry out sterilization of hands/fingers. Or, designate use of tongs/chopsticks/etc. to individual use only, and thoroughly make sure use of tools are not shared. Furthermore, if/when using disposable gloves, make sure gloves are disposed of properly after use, and make sure they are not reused.
- When eating, make sure physical distance between seats are secured, and/or set up partitions, in addition to making sure sterilization of hands/fingers are thoroughly carried out, recommending the wearing of masks at all times other than during eating, and thoroughly ventilate.
- Staff handling food must wash hands with soap and running water and/or sterilize hands/fingers frequently.
- Conversing during meals is prohibited. Conversations must take place after finishing eating, with masks in place.

### **7. Method of deciding on holding event or not ~ regarding the cooperative consultation structure with the local authorities**

Whether or not a show can be held will be decided upon through risk assessment of infection situations of the area at which the show will be held, and negotiations/consultations between local government and show host. Therefore, building a cooperative consultation structure between the local social structure of the area at which the show will be held (local government, social health authorities, venue management, etc.) and host of the show, is essential.

- Articles which should be considered (risk assessment): Decide in totality, considering the situations of the following
  - Infection situation of the area the venue is located (surrounding areas of the venue ~ prefecture of the venue ~ region of the venue ~ Japan as a whole)
  - Situation of local medical system
  - Situation of transportation of guests to the venue  
(note) If/when the venue is located at a place which requires staying overnight, we recommend you choose a facility actively taking disease control measures.
  - Reporting and transporting system of infected person, if/when such situation arises among Show Staff and/or guests  
→ Sharing of the decision-making process of whether or not to hold show (including day of event)
- Announce in advance in HPs, etc. that you will be carrying out an event in accordance with individual industry guidelines set forth by each venue.
- In the end, base final decision on discussions/consultations among all related parties, including local government authorities.
  - Related parties:  
Local government (metropolis and districts, municipalities) of venue location (area where the venue is located), local health authorities, local police/fire authorities, venue management, show host/show performers (companies/organizations performers belong to)
  - Cooperative structure among related parties:  
Considering that infection situations change by the minute we suggest holding periodical conferences.

End