



# MALAYSIAN THORACIC SOCIETY

## ANNUAL CONGRESS 2021 STANDARD OPERATING PROCEDURE



**2<sup>ND</sup> – 5<sup>TH</sup> DECEMBER 2021**



**ONE WORLD HOTEL**

MTS 2021 Congress Secretariat:  
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## INTRODUCTION

The health and safety of MTS 2021 Annual Congress attendees, faculty, partners, and staff remain the top priority for the MTS 2021 Organising Committee. We will adhere to all rules and regulations as per the latest MKN SOP for Klang Valley PPN phase 4 as of 18<sup>th</sup> October 2021. Should you have any questions or concerns, please do not hesitate to contact us at [m.thoracicsociety@gmail.com](mailto:m.thoracicsociety@gmail.com) or <http://2021.mts.org.my/contact> or +6012-494 0289.

## CONGRESS PROTOCOL TO ENTER THE CONGRESS VENUE

- **In-Person attendance** will be accepted only via **Pre-Registration** for fully vaccinated participants, not a COVID-19 positive case and not close contact of a positive/asymptomatic case.
- Individuals who have been completely vaccinated are those who meet the following criteria:
  - i. *For vaccine types that require two doses of injection (such as Cormirnaty (Pfizer-BioNTech), Covid-19 AstraZeneca (Oxford-AstraZeneca), CoronaVac (Sinovac), Spikevax (Moderna) and Covilo (Sinopharm)) – individuals exceeding the 14th day from the date of injection of the second dose; or*
  - ii. *For types of vaccines that require only one injection dose (such as Covid 19 Janssen (Johnson & Johnson) and Convidecia (CanSino)) – exceeding the 28th day from the date of injection.*



## **WHAT WILL HAPPEN AT THE EVENT?**

### **1) General Health Protocol**

- i. All attendees must check-in using MySejahtera mobile app or manually write their name and phone number that can be read (if there is no internet coverage) before entering the congress venue.
- ii. Those with body temperatures above 37.5 degrees Celsius will not be allowed to enter the congress venue.
- iii. The organising Committee will ensure attendees enter and exit the congress venue in a controlled manner and maintain physical distancing of at least 1-meter based on each conference hall-capacity.
- iv. Each conference hall will display the number of attendees allowed into the venue at a single time.
- v. All attendees must wear face masks properly while at the venue, according to Health Ministry (KKM) guidelines.

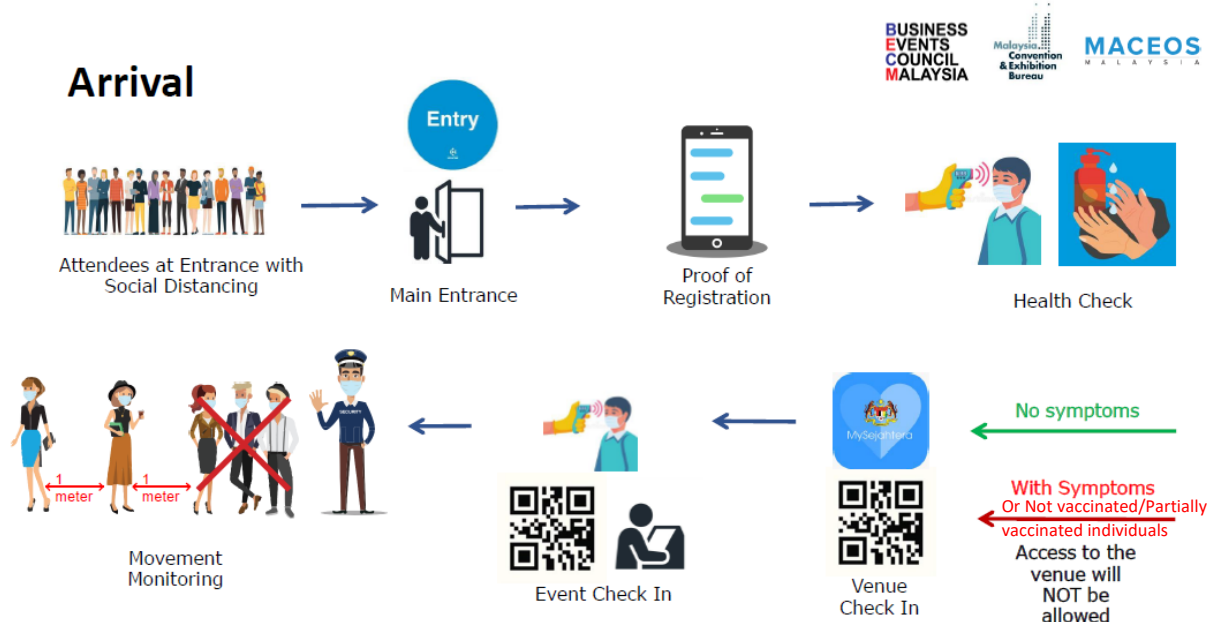
### **2) Protocol for Delegates**

- i. Delegates must maintain physical distancing of at least 1-meter at all times, e.g., during the registration process, in the conference hall and during booth exhibition visits.
- ii. Delegates' entrance to the workshop and conference halls will be monitored by the person in charge.
- iii. Entry is only allowed for registered participants or Conference personnel.
- iv. Delegates will be denied entry once the hall reaches maximum capacity.
- v. Delegates are not allowed to stand while attending conference sessions once all the seats are taken.
- vi. A staff member inside the hall will monitor that everyone present in the halls adheres to safety protocols and capacity limitations to avoid overcrowding.
- vii. Packed food will be prepared and will be distributed during the tea break/lunch break.



### 3) Protocol for Exhibitors

- i. A maximum of 2 exhibitors and 3 delegates are allowed for each of the 9sqm booths.
- ii. A card stating the limit of the number of people in the booth should be displayed. At all times, a distance of 1 metre between individuals must be maintained at the booth area.
- iii. The organiser will monitor social distancing in the event space.
- iv. Pre-event RTK/swab test for COVID19 is encouraged.
- v. All exhibitors must wear a facemask on the exhibit ground.
- vi. Any physical contact and hand-shaking should be avoided.
- vii. Each booth must provide hand sanitisers.
- viii. Extra events at the booths are not allowed.
- ix. Exhibitors can collect their name badges at the registration counter and must display them throughout the session.
- x. All exhibitors are required to continuously monitor the number of delegates at their booth to avoid overcrowding.
- xi. No outside food or drinks is allowed at the exhibition booths.





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## Pre/During/Post Event

### Communication & Signage for Attendees and Service Providers

Notice for Attendees	Notice for Service Providers
<p><b>Health and Hygiene Guide</b></p> <ul style="list-style-type: none"><li>Keep a safe distance (1 meter)</li><li>Avoid touching your face</li><li>Wash or sanitise your hands frequently</li><li>No handshake</li><li>Wear face mask</li><li>Our venue is sanitised frequently</li></ul> <p>We Care for your Health and Safety</p>	<p><b>Health and Hygiene Guide</b></p> <ul style="list-style-type: none"><li>Keep a safe distance (1 meter)</li><li>Avoid touching your face</li><li>Wash or sanitise your hands frequently</li><li>No handshake</li><li>Wear face mask</li><li>Mandatory temperature check</li></ul> <p>We Care for your Health and Safety</p>

### *What else can you do to stay safe?*

- i. It is crucial to be mindful of the requirements of maintaining physical distancing, wearing a mask, and following proper hygiene protocols, including frequent hand washing, sanitisation and cough/sneeze etiquette.
- ii. We ask for your help in ensuring your safety and the safety of your colleagues by following directional signage put in place in the venue and complying with the regulations and restrictions set by the organiser and local public health authorities.
- iii. Finally, please be sure to isolate and advise event staff immediately should you develop any symptoms suggestive of COVID-19.

*While all measures are in place to keep you safe, your participation at the MTS 2021 Annual Congress is at your own discretion.*

*The Organisers assumes no responsibility for any personal illness, injury, damages, losses, or other associated risks related to attendance at MTS 2021 Annual Congress at One World Hotel, Petaling Jaya, Selangor.*