



ENHANCED FACILITY CLEANING PROCEDURES

Safety is Cleanliness

We are pleased to announce that we have been awarded our GBAC STAR accreditation. Designed to assist facilities in establishing a comprehensive system of cleaning, disinfection, and infectious disease prevention, the GBAC STAR™ program is the gold standard for prepared facilities.

While we strive to provide the best safety & sanitation throughout our facility, below are guidelines that we will follow to ensure the safety of our customers:

BALLROOMS & MEETING ROOMS

- Hand sanitizer dispensers will be placed inside every individual meeting room.
- During event set-up, the team members setting the room will be wiping down each piece of equipment with disinfectant.
- For refreshes 30 minutes or more, the following will be completed:
 - Replace soiled linen
 - Head table refresh
 - Straightening of chairs
 - Refresh water service
 - High touchpoints (doors/receptacles/railings) will be wiped down with 1-minute disinfectant wipes
 - Disinfect microphones
- Nightly cleaning of meeting rooms will include all refresh items plus the following:
 - Disinfection of all furniture
 - Replacement of all linen
 - Vacuumed with equipment using HEPA filtration

PUBLIC SPACE

High Touch Common Areas

- During event hours, cleaning team members will be patrolling the common spaces around the event to disinfect any high use/high touch areas.

- The product that will be utilized is an EPA List N product with a 1-minute virus kill time.
- The employees will follow a cyclical route, to disinfect their area multiple times throughout the day.
- Focus on high touch points:
 - Wall handrails
 - Door handles
 - Step railings
 - Escalator rails
 - Trash/recycling containers
 - Public space furniture
 - Drinking fountains

Hand Sanitizer Dispensers will be available in the following locations

- Entrances/gates
- Top and bottom of each set of stairs and escalators
- Elevators will have dispensers affixed inside each car
- Standing dispensers will be placed throughout all public spaces every 100 to 150 feet
- There are 470 hand sanitizer dispensers on campus for a total capacity of over 500,000 shots of foaming sanitizer

EXHIBIT SPACE

*Minimum Enhanced Cleaning Standards for Exhibit Space
Licensee Responsibilities*

Floor Care

- The use of vacuums with HEPA filters on all carpeted areas.
- Cleaning and disinfecting of hard-floor surfaces need to be completed with floor scrubbers, mops, or other approved methods.

Disinfection

Disinfection using approved delivery systems with approved disinfectant(s).

- Custodial Services Professionals should address the following:
 - Wearing approved required PPE
 - Hand sanitization stations need to be provided in high traffic areas such as entry/exit, registration areas, and food service areas. Hand sanitization stations should be checked that they are in place and replenished. Frequency can be adjusted upon actual usage needs.
 - Disinfect high touch points such as registration counters, information booths, touch screens, etc.
 - Pay careful attention to all touch points:
 - Doors
 - Drawers and handles

- Tables
 - Chairs
 - Trash Cans
- Exhibit Booths
 - Hand Sanitizer must be available in each booth
 - Furniture and high touch points as described should be disinfected each day and throughout the day
 - Floor care for hard surfaces and carpeting consistent with standard for common space is recommended

Post-Event

- Wearing approved PPE.
- Follow procedures outlined in the Cleaning Guidelines and Debris Removal section of the Meeting Planners Guide.
- Disinfect columns and railings 8' and below.

***For general cleaning guidelines, please refer to the Event Planners Guide on our website.**

RESTROOMS

- All restrooms will be fully cleaned and disinfected before the start of the event.
- During an event, restrooms will be closed briefly to ensure proper cleaning multiple times each day, this also applies to restrooms open during move-in and move-out.
- Once an event day is completed, all restrooms will be cleaned again with the Kaivac system and will be cleaned, disinfected, and ready for the next event day.
- Restrooms will be hygienically cleaned using [Kaivac](#) and Hospital Grade Disinfectant.
 - The Kaivac system is a touchless cleaning system that fully cleans and disinfects a restroom
 - Disinfectant is applied to every surface and removed via indoor pressure washer.

BUILDING SYSTEMS & HVAC

- McCormick Place building engineers continue to verify the operation of mechanical systems and will restore all sequences, set points and schedules modified from the rollback of operations.
- Air quality improvements include:
 - Increasing building intake/air change rates during occupied event hours
 - Ongoing process of replacing HVAC air filters with the extremely efficient hospital grade Merv-13 rated filters that capture airborne viruses and bacteria from coughs and sneezes