

## **DUTY OF CARE/ CODE OF CONDUCT**

In preparation for the Meeting, we have been working diligently to implement policies and procedures for a safe and successful meeting. This is a shared responsibility, and we ask that you partner with us by following these guidelines and procedures before, during and after the conference to ensure your safety and the health of others. By agreeing to attend, you understand and agree to comply with these measures. We are excited to meet in person again and thank you for your cooperation.

### **Prior to Event**

- Follow all state/local regulations and guidelines regarding social distancing, gathering, sanitation, and use of face coverings.
- If you are aware that you have been exposed to COVID-19 in the past two weeks or if you are experiencing any symptoms, stay home and do not travel.
- Follow cleaning and safety tips during your trip to maintain a safe travel environment (disinfecting surfaces, wearing a face covering).

### **On-Site at the Event**

- We recommend you be vaccinated to attend this meeting.
- Whether or not you have been vaccinated, you will be required to wear face coverings in all indoor spaces. When you are inside of the meeting room at your seat, masks are not required.
- Wash hands frequently throughout the meeting.
- Avoid touching eyes, nose, and mouth.
- Cover your nose and mouth when coughing or sneezing. Throw used tissues in the trash.
- Comply with pathway and all hotel signage.
- Self-monitor and report any symptoms to meeting organizers immediately. If you experience symptoms, DO NOT come to the meeting.
- Hotel will have hand sanitizer stations in all key areas throughout event space.
- Hotel will disinfect all touchpoints (tables, chairs, linens, etc.) between events with EPA-registered chemicals, proven effective in preventing transmission of Covid-19.

### **Post Event**

- Notify Piero Miotto if you test positive for COVID-19 up to 14 days after returning home at [pmiotto@alum.mit.edu](mailto:pmiotto@alum.mit.edu).