
HEALTH & SAFETY TRAINING
SEPTEMBER 2021



THE SHOWS

PRESENTED BY



NYFW: THE SHOWS HEALTH & SAFETY TRAINING

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OBJECTIVES

IMG acknowledges the impact that COVID-19 has had on the health and safety of people worldwide. We commend the forward-thinking plans of action implemented by New York's State and Local governments to combat the spread of COVID-19 and its impact on our community.

This training module will educate and enroll you on all procedures and safety protocol within the Health and Safety Plan for NYFW: The Shows, the official central footprint of New York Fashion Week, taking place September 8-12, 2021.

We note that this plan corresponds to the operations of IMG and its employees and contractors, as well as designers, models, backstage teams, and guests. This plan does not include any procedures or protocols to be implemented by the venue, Spring Studios, located at 6 St. Johns Lane, New York, NY 10013.

The objective of this training is help you understand the safety protocols on site, and to prepare you for what to expect on site at the event. The Health and Safety plan is designed to provide a prudent, safe and responsible working environment for all individuals involved in NYFW: The Shows, in accordance with Federal, State and Local regulations and guidelines to combat COVID-19.

OVERVIEW

IMG will utilize the existing Health and Safety procedures that were implemented in strict compliance in February 2021, which encompasses all required safety measures outlined in New York State Guidelines, and has successfully proven to minimize, to the greatest extent practicable, any COVID-19 concerns relating to NYFW: The Shows.

IMG will follow all CDC, New York State and New York City guidelines regarding NYFW: The Shows.

On-site procedures, precautions and screenings will take place daily, from first day on site to last. Staff will be educated on COVID-19 symptoms and all guidelines set in place to minimize any risk of exposure. We have outlined each section of the plan area with both general and specific procedures. This plan outlines measures and precautions that IMG has considered and will implement prior to and on site at NYFW: The Shows.

HONOR CODE

NYFW: THE SHOWS IS COMMITTED TO PROVIDING A SAFE ENVIRONMENT FOR THE FASHION COMMUNITY. IT IS IMPORTANT THAT YOU ARE COMMITTED TO HELPING US MAINTAIN THAT SAFE ENVIRONMENT, BY DOING YOUR PART. IF YOU FEEL UNWELL, WE ASK THAT YOU STAY HOME. IT IS IN THE BEST INTEREST OF YOURSELF AND OTHERS.

HEALTH & SAFETY POLICY OVERVIEW

IMG acknowledges the impact that COVID-19 has had on the health and safety of people worldwide and the community of NYC. We have developed a comprehensive Health and Safety plan for NYFW: The Shows, the official central footprint of New York Fashion Week, taking place September 8-12, 2021. The objective of this plan is to provide a prudent, safe and responsible working environment for all individuals involved in NYFW: The Shows following Federal, State and Local regulations and guidelines to combat COVID-19.

PROTOCOL HIGHLIGHTS

VACCINE POLICY

- All individuals entering the central footprint of NYFW: The Shows at Spring Studios will be required to show proof of full-course COVID-19 vaccination, consistent with state and federal law.
- Minors under the age of 12 may provide proof of a negative antigen test (taken within 6 hours of arrival) or negative PCR test (taken within 72 hours of arrival).
- Strict compliance will be enforced with admittance denied for non-compliance, subject to state and federal law.
- All international vaccination programs are currently recognized as acceptable for the purpose of entry to NYFW: The Shows.

PPE (PERSONAL PROTECTIVE EQUIPMENT)

- IMG will follow current CDC, New York State and New York City guidance and strongly recommend mask wearing indoors at all times, except when eating or drinking, or when models are walking the runway.
- Signage around the venue will underscore this recommendation, and masks will be made available at all entryways to the venue, elevators, and the main gallery.
- All staff must wear a mask while in the offices and at the event, outside of eating drinking areas.
- IMG reserves the right to update this policy based on Federal, State or Local guidance.

SCREENINGS + TRAVEL RESTRICTIONS + TRAINING

- Visitors will be required to present proof of vaccination upon arrival every day.
- All IMG personnel, vendors, designers, models and backstage teams will be required to comply with the travel restrictions as outlined by the CDC and New York State.
- IMG will implement a communications plan for employees, contractors, vendors, designers, and models that includes applicable instructions, training, signage, and a consistent means to provide all with information.

CAPACITIES

- At the request of designers, IMG has reduced capacity in show spaces to allow for more breathing room and production flexibility.

CLEANING

- IMG cleaning staff will follow all CDC and Department of Health cleaning and sanitization procedures.
- Janitorial staff will be regularly disinfecting surfaces, common areas and gear. All doorknobs and hard surfaces will be wiped down with a disinfectant cleaner.
- Janitorial staff will wear face masks and gloves during cleaning.
- Frequency of routine cleaning procedures will be increased as compared to standard operating procedures.

SIGNAGE

- Signage will be placed on common areas throughout the building to promote safe distancing.
- IMG will post signage inside and outside of the venue to remind individuals to adhere to proper hygiene, social distancing rules, appropriate use of PPE, and cleaning and disinfection protocols.

BACKSTAGE SAFETY

- Hand sanitizer will be provided in all offices and backstage.
- Hair and makeup artists will be required to wear masks while working around unmasked models or talent.
- Individually boxed backstage catering and designated space to eat will be provided.
- Social distancing should be practiced, wherever possible, throughout backstage areas.

COMPREHENSIVE HEALTH + SAFETY PLAN WILL BE DISTRIBUTED TO EACH PARTICIPANT IN ADVANCE OF NYFW: THE SHOWS, ADDITIONAL DETAILS ARE AVAILABLE UPON REQUEST

VACCINATION POLICY

In continued partnership with New York City and State, IMG will require full-course COVID-19 vaccination for all individuals entering the central footprint of NYFW: The Shows. The health and safety of our partners, staff, guests, and fashion community is of the utmost importance.

We will be closely following updates and recommendations from New York State and the CDC, with further guidance to come. In the interim, details of this policy are outlined below:

- All individuals entering the central footprint of NYFW: The Shows at Spring Studios will be required to show proof of full-course COVID-19 vaccination, consistent with state and federal law.
 - IMG will provide detailed instructions and protocol for confirming vaccination status via email.
- Minors under the age of 12 may provide proof of a negative antigen test (taken within 6 hours of arrival) or negative PCR COVID-19 test (taken within 72 hours of arrival).
- Strict compliance will be enforced with admittance denied for non-compliance, subject to state and federal law.
- Please note that all international vaccination programs are currently recognized as acceptable for the purpose of entry to NYFW: The Shows.
- Please note that you are responsible for ensuring that all employees, contractors and any other staff, as well as all invited guests, are aware of and comply with this policy.

We look forward to seeing you and celebrating together this September.

PREVENTATIVE MEASURES

All individuals entering NYFW: The Shows MUST:

- Present proof of vaccination upon arrival.
- Read and understand NYFW: The Shows Health and Safety protocols prior to the event.
- Comply with the travel restrictions as outlined by the CDC and New York State, in place as of 14 days prior to load-in of the event.

Mask Protocols

- In accordance with CDC, state and local guidance, IMG strongly urges all individuals to wear adequate face coverings indoors at all times, except in designated eating and drinking areas.
- As directed by designer teams, models may remove their masks when in hair and makeup or when walking the runway.
- IMG will provide masks to any person in need of an adequate face covering onsite; masks will be available at points of venue entry, by the elevators, at backstage entry and in the main gallery venue.

Additional Preventative Measures

- IMG has reduced the number of persons onsite at any given time to allow for more breathing room and production flexibility.
- Face coverings, social distancing, hand-washing and sanitizing stations, and general wellness guidelines signage will be accessible throughout the venue.
- NYFW: The Shows cleaning staff will follow all CDC and Department of Health Cleaning and Sanitization procedures.
- NYFW: The Shows COVID-19 Compliance staff will be present throughout the venue to ensure safety protocols are followed.

CLEANING & SANITIZATION

- A radio (and any other required pieces) will be assigned to each person. These may not be shared and should be cleaned multiple times daily.
- Workspaces should be kept cleaned and wiped down regularly and not shared. Keep your workstation clean of clutter and throw away uneaten food and old food containers immediately.
- Computers should be wiped down multiple times a day. Computers should not be shared, and you should not let anyone touch your computer or touch another person's computer.
- Bathrooms will be cleaned regularly by janitorial staff.
- If you see any area that is visibly dirty, report it to your supervisor immediately.
- Equipment should be wiped down multiple times daily.
- Everyone should be aware of their environment.
- Keeping your face masks on properly, washing your hands regularly, maintaining social distance and keeping surfaces clean is the best way to keep everyone safe and healthy.
- Do not rely on others to keep things clean, we are all in this together!

BACKSTAGE PROTOCOLS

Hair and Makeup / Dressing

- Hair and Makeup and Dressing teams will provide proof of vaccination prior to entry.
- Hands should be sanitized before and after each model. Hands should be sanitized if personnel touch their own faces while working.
- Chairs and hard surfaces should be sanitized between models' usage.
- Hair and makeup personnel will be required to wear face coverings and keep face coverings properly fitted at all times.
- Trade tools should be either disposable and discarded after each model, or personnel should have multiple sets in order to accommodate the sterilization of tools after each model. At no time should any tool be used on more than one person for any reason without sanitation between use.
- All equipment (boxes, tools, chairs, etc.) should be sanitized upon arrival and should be kept in the work area to avoid cross-contamination and maintain social distancing measures.
- If capes are needed, each may only be single use and must be cleaned and sanitized before repeat usage.
- If disposable capes are used, each may only be used once, then must be properly discarded in a trash receptacle.
- Only essential staff should be in the HMU / dressing area.
- All hard surfaces should be sanitized regularly.
- No item may be shared between models.
- Clothing and shoes should be kept bagged and separated.
- After use, clothing and shoes should be put into a separate area and re-bagged to contain soft surface cross contamination.

Designer teams

- Teams should only be on-site during designated times per schedules.
- Teams are asked to wear masks and keep face coverings properly fitted at all times.
- Teams should be limited to essential staff only. Any staff that can work off site should do so.
- Teams will maintain social distancing, as able.
- Teams should sanitize their hands frequently using appropriate hand washing and hand sanitizers.

Show Catering

- No buffet-style catering services and no large dining area will be permitted. Staff will be given boxed meals.
- Food should not be consumed in a work area.
- Food should always be kept covered or in a sealed container when not being consumed.
- No food item should be shared.
- Once the meal is finished, all trash should be disposed of immediately.
- Beverages should always be kept in a sealed container with no areas of cup or lid being left open and uncovered, i.e. disposable coffee cup lids with open drinking ports.
- No beverage containers should be shared.

IF YOU FEEL SICK BEFORE ARRIVAL

- STAY HOME!
- Write down your symptoms and how long you have been experiencing each symptom.
- Contact your health provider.
- Contact your supervisor and inform them. Supervisor will report this to the Health and Safety Officer.
Reminder, stay home!

IF YOU FEEL SICK DURING THE EVENT

- IMMEDIATELY contact your supervisor.
- Contact the Health and Safety Officer.
- Stay away from everyone else.
- Follow instructions from the on-site medic.

NYFW: THE SHOWS
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*HEALTH & SAFETY
RESOURCES*

ENTRANCES + LOBBY

3 X DEDICATED ENTRANCES/EXITS FROM VARICK ST + ST JOHNS LANE
HEALTH + SAFETY SCREENINGS AT ALL ENTRANCES/EXIT

5TH FLOOR

DESIGNER BACK OF HOUSE, ESSENTIAL PERSONNEL ONLY
DESIGNER SHOWROOM BY APPOINTMENT ONLY

6TH FLOOR

DESIGNER SHOW SPACE
NYFW PROGRAMMING

7TH FLOOR

DESIGNER TERRACE SHOW BACK OF HOUSE

TERRACE

NEW ADDITIONAL ROOFTOP PRESENTATION SPACE

ST. JOHNS LANE ENTRANCE/EXIT ON OPPOSITE SIDE OF BUILDING



ARRIVAL/CHECK IN PROCEDURES:

Everyone will be screened upon arrival everyday.

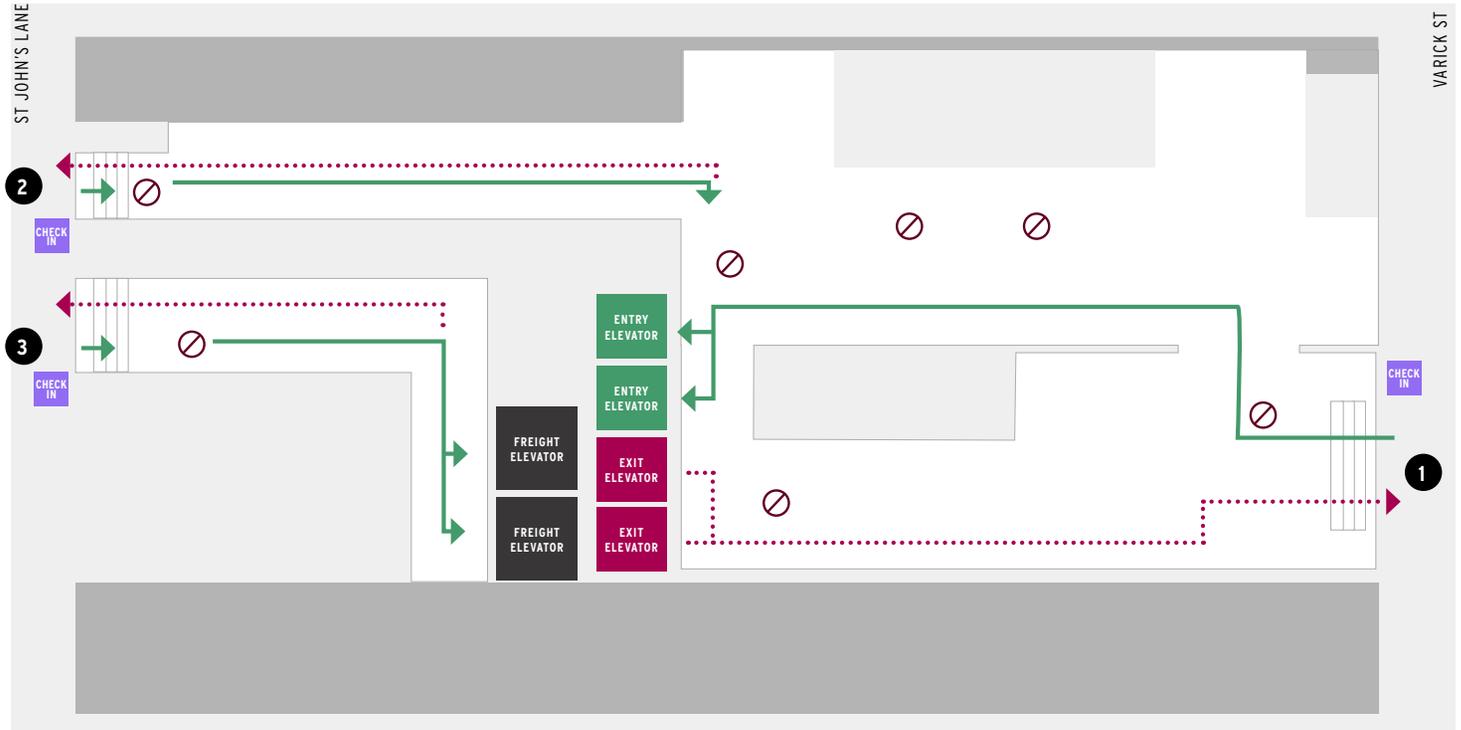
Everyone must proceed to the check in area daily. No one may bypass screenings.

Screenings will include:

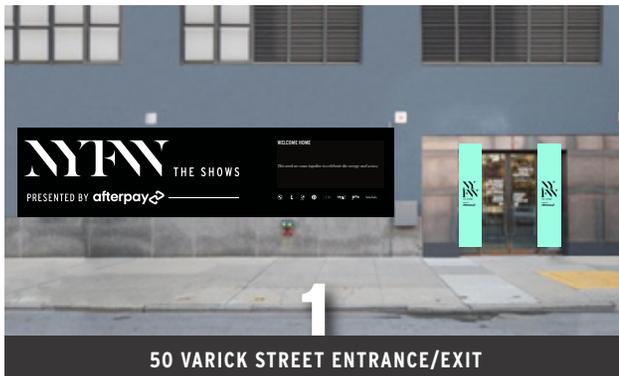
- PROOF OF VACCINATION PER STATE AND FEDERAL LAW
- NEGATIVE TEST RESULT FOR MINORS UNDER 16YRS

Screenings will be quick and will go even faster if everyone is prepared and cooperative.

Once screening is complete, you will receive that day's indicator that must be displayed at all times.



HAND SANITIZER LOCATION



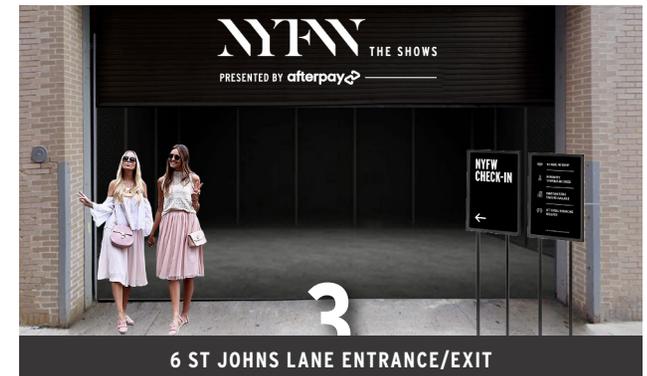
1
50 VARICK STREET ENTRANCE/EXIT

FRONT OF HOUSE ACCESSIBLE TO EXPERIENCES, PANELS, TALKS, GALLERY AND TERRACE SHOWS, PARTNER LOBBY



2
6 ST JOHNS LANE ENTRANCE/EXIT

FRONT OF HOUSE ACCESSIBLE TO SPRING PLACE MEMBERS AND DESIGNER SHOWROOM APPOINTMENTS ONLY



3
6 ST JOHNS LANE ENTRANCE/EXIT

BACK OF HOUSE ACCESSIBLE TO DESIGNER CHECK IN / LOADING DOCK GALLERY, TERRACE, SHOWROOMS

PROPER USAGE OF FACE MASKS

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wear-cloth-face-coverings.html>

WEAR YOUR MASK CORRECTLY



- Wash your hands before putting on your mask
- Put it over your nose and mouth and secure it under your chin
- Try to fit it snugly against the sides of your face
- Make sure you can breathe easily
- CDC does not recommend use of masks or cloth masks for source control if they have an exhalation valve or vent

WEAR A MASK TO PROTECT OTHERS



- Wear a mask that covers your nose and mouth to help protect others in case you're infected with COVID-19 but don't have symptoms
- Wear a mask in public settings when around people who don't live in your household, especially when it may be difficult for you to stay six feet apart
- Wear a mask correctly for maximum protection
- Don't put the mask around your neck or up on your forehead
- Don't touch the mask, and, if you do, wash your hands or use hand sanitizer to disinfect

TAKE OFF YOUR MASK CAREFULLY, WHEN YOU'RE HOME



- Untie the strings behind your head or stretch the ear loops
- Handle only by the ear loops or ties
- Fold outside corners together
- Place mask in the washing machine (learn more about how to wash masks)
- Be careful not to touch your eyes, nose, and mouth when removing and wash hands immediately after removing.

PROPER HANDWASHING

<https://www.cdc.gov/handwashing/when-how-handwashing.html>



Handwashing is one of the best ways to protect yourself and your family from getting sick. Learn when and how you should wash your hands to stay healthy.

How Germs Spread

Washing hands can keep you healthy and prevent the spread of respiratory and diarrheal infections from one person to the next. Germs can spread from other people or surfaces when you:

Touch your eyes, nose, and mouth with unwashed hands

Prepare or eat food and drinks with unwashed hands

Touch a contaminated surface or objects

Blow your nose, cough, or sneeze into hands and then touch other people's hands or common objects

Key Times to Wash Hands

- You can help yourself and your loved ones stay healthy by washing your hands often, especially during these key times when you are likely to get and spread germs:
- Before, during, and after preparing food
- Before eating food
- Before and after caring for someone at home who is sick with vomiting or diarrhea
- Before and after treating a cut or wound
- After using the toilet
- After changing diapers or cleaning up a child who has used the toilet
- After blowing your nose, coughing, or sneezing
- After touching an animal, animal feed, or animal waste
- After handling pet food or pet treats
- After touching garbage

During the COVID-19 pandemic, you should also clean hands:

After you have been in a public place and touched an item or surface that may be frequently touched by other people, such as door handles, tables, gas pumps, shopping carts, or electronic cashier registers/screens, etc.

Before touching your eyes, nose, or mouth because that's how germs enter our bodies.

Follow Five Steps to Wash Your Hands the Right Way

Washing your hands is easy, and it's one of the most effective ways to prevent the spread of germs. Clean hands can stop germs from spreading from one person to another and throughout an entire community—from your home and workplace to childcare facilities and hospitals.

Follow these five steps every time.

- 1 Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
- 2 Lather your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.
- 3 Scrub your hands for at least 20 seconds. Need a timer? Hum the "Happy Birthday" song from beginning to end twice.
- 4 Rinse your hands well under clean, running water.
- 5 Dry your hands using a clean towel or air dry them.

[Why? Read the science behind the recommendations.](#)

USE HAND SANITIZER WHEN YOU CAN'T USE SOAP & WATER



You can use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available.

Washing hands with soap and water is the best way to get rid of germs in most situations. If soap and water are not readily available, you can use an alcohol-based hand sanitizer that contains at least 60% alcohol. You can tell if the sanitizer contains at least 60% alcohol by looking at the product label.

Sanitizers can quickly reduce the number of germs on hands in many situations. However,

Sanitizers do not get rid of all types of germs.

Hand sanitizers may not be as effective when hands are visibly dirty or greasy.

Hand sanitizers might not remove harmful chemicals from hands like pesticides and heavy metals.

How to use hand sanitizer

Apply the gel product to the palm of one hand (read the label to learn the correct amount).

Rub your hands together.

Rub the gel over all the surfaces of your hands and fingers until your hands are dry. This should take around 20 seconds.

Caution! Swallowing alcohol-based hand sanitizers can cause alcohol poisoning if more than a couple of mouthfuls are swallowed. Keep it out of reach of young children and supervise their use.

CONTACT US

DOMINIC KAFFKA

DOMINIC.KAFFKA@IMG.COM

GEORGIE VERSI

GEORGIE.VERSI@IMG.COM