
COVID-19 Protocol for ERA Regional Conference on Political Participation of LGBTI+ People in the Western Balkans and Turkey 14-15 December 2021, Tirana, Albania

Dear participant,

We have taken the required COVID-19 measures and this protocol presents our general rules and guidelines for the ERA Regional Conference on political participation of LGBTI people planned to take place in Tirana on 14-15 December.

It is intended for everyone involved with this event and describes how we can gather in a safe and responsible manner. The health and well-being of our colleagues, partners and visitors are our main priority.

We are very happy to welcome you soon!

Shared responsibility

The responsibility to prevent the spread of COVID-19 is a shared one. This is only possible when everyone complies with the guidelines in this protocol in a responsible manner and actively takes up enforcement.

Basic principles

The basic principles of this protocol are the applicable advice and measures as Albanian government on the official site of the [Ministry of Health and Social Protection](#).

The general guidelines of Ministry apply to our event, and they are as follows:

- Keep distance;
- Wear a face mask;
- Wash your hands often;
- Cough or sneeze into your elbow;
- Don't shake hands;
- Use paper tissues;
- Follow staff and Covid-19 team directions.

Social distancing & routing

At the event we will follow the following guidelines:

- Attendants always keep at least 1.5 meters distance;
- It is mandatory for everyone to wear a face mask in the closed spaces, and during events face mask will be provided onsite if you do not have one at hand;

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- The general guidelines will be displayed prominently in all public areas;
 - Multiple entrances/exits will be used to minimize cross-traffic.

Hygiene & cleaning

We take the following measures with regard to hygiene and cleaning:

- The general hygiene guidelines will be displayed prominently in all public areas;
- ERA will be providing preventive means, such as masks and hand sanitizers;
- The number of users for each toilet facility is limited to such an extent that a safe distance of 1.5 meters can be guaranteed;
- The guidelines for safe use of toilet facilities are displayed prominently.

Food & beverages for breaks

The following guidelines apply to the safe preparation and serving of food and beverages:

- The provision of beverages and food will be restricted to the designated catering companies;
- Catering facilities will be placed in easy to access areas in which a safe distance of 1.5 meters can be guaranteed;
- When possible, drinks and food will be available as self-service and will be individually packed. One-way aisle traffic will also be applied;
- A room can be replenished and cleaned in between meetings if it is empty.

Special event-related guidelines

- Participants can only attend a conference with a previously filled our online registration (mandatory for conferences or meetings with more than 100 participants);
- Pathways in between meeting rooms and halls will be clearly designated, if necessary one-way traffic rule will be applied;
- All meeting rooms and halls have a maximum capacity taking into account the safe distance of 1.5 meters;
- Sufficient time is allocated between the different sessions preventing cross-traffic.