

ACEC Georgia In-Person Event Procedures Regarding COVID-19

ACEC Georgia understands the seriousness of the COVID-19 pandemic, and the health and well-being of those who attend our in-person events is of the utmost importance to us. After all, we represent a profession that has as its primary charge the protection of public health, safety, and welfare.

After months of exclusively online programs, we are slowly beginning to return to hosting some in-person events. The decision to hold an in-person meeting will be made on a case by case basis. Most importantly, we will monitor the latest COVID-19 data and will cancel, reschedule or “convert to online” any in-person event that we believe it would be unsafe for us to host in-person.

Here is what we are doing to keep our guests safe:

- Events will only be hosted at venues that follow the most current CDC guidelines as well as the requirements contained in any Executive Orders issued by Governor Brian Kemp. We will only consider venues that have ample space to facilitate social distancing, and that will work with us to ensure that all safety protocols are met while still providing the level of service to make the event successful for our guests. These safety protocols include but are not limited to:
 - Screening workers for symptoms.
 - Face masks and other appropriate PPE required for all workers when interacting with guests.
 - Training workers on proper safety protocols, including food prep, back of house, and service.
 - Implementing procedures for thorough and frequent sanitation of the venue, particularly high contact surfaces.
 - Seating arrangements that provide for appropriate social distancing.
 - Guest ingress/egress procedures designed to accommodate social distancing requirements.
 - Providing guests with hand sanitizer stations.
- While ACEC Georgia staff will be onsite to ensure that you have registered, we will not have onsite registration. In order to minimize person-to-person contact, attendees must register and pay in advance. Name badges, if used, will be spread out at stations for self pick-up. Any materials that you need for the event (seat assignments, drink tickets for sponsors, for example) will be distributed prior to the event.
- We will not host traditional receptions in pre-function areas prior to events. Ballrooms will be open upon guest arrival in order to provide ample space for networking.
- All guest seating will be socially distanced (likely no more than four people at each table). If you are attending an event with a spouse or someone in your “quarantine bubble,” let us know so that we can seat you together.

Here is what we expect of our attendees:

- Attendees must wear a face mask at all times unless sitting at a table eating or drinking.
- Networking must be contact-free and take place at a safe distance. This means no hand shaking, hugging, fist bumping, etc.
- While we will not require guest temperature checks upon arrival at this time, we do request that each attendee self-check their temperature prior to arrival.