

CENTURY CITY CONFERENCE CENTRE COVID-19 FACT SHEET



OUR COMMITMENT TO CARE

3 July 2020

Century City Conference Centre's Covid-19 Health and Safety programme

The health and safety of guests and staff has always been a top priority for us, and we have adhered to the highest standards in this vital area. However, in the light of the coronavirus pandemic, we have elevated our process and protocols to fight this disease and enshrined them in our **Commitment to Care programme**.

This programme includes a comprehensive set of new cleaning and safety measures compiled in line with the recommendations of the South African Department of Health and the World Health Organization. We will constantly stay abreast of new recommendations to ensure that our business operates at the highest safety levels. Despite all of the changes that implementing these measures require, in terms of our motivation and attention to detail, for us it will be business as usual. This is because at the core of our business, and as the foundation of everything we do, we have enshrined three simple but fundamental values: Care, Commitment and Consistency.

These values are not simply abstract ideals but deeply ingrained attitudes shared by all our staff members. They are part of our corporate culture and our daily interactions. This is what gives us the confidence that we will indeed be equal to the task of minimizing risk and ensuring peace of mind throughout the entire guest journey from arrival to departure. Because the knowledge of how to fight this virus will be applied by hands and minds motivated by what is already in our hearts. We understand that each event is unique. Our team will work with you to apply specific safety measures to meet the precise requirements of your event.

HEALTH AND SAFETY MEASURES:

1. **Guest and Staff arrival:** To assist in the detection and prevention of the spread of the coronavirus infection, the arrival of our staff and guests include a screening and controlled arrival process
2. **Personal Protective Equipment:** Staff are provided with and trained on the use of personal protective equipment (PPE)
3. **Increased frequency of cleaning and sanitizing:** We are maintaining an even higher standard of cleanliness through the increased frequency of cleaning and sanitizing. Particular attention is paid to high-touch surfaces in all communal spaces as well as kitchen areas.
4. **Physical and social distancing:** Staff and guests are encouraged to practice physical and social distancing in all spaces that they occupy. Staff and guest areas have been adapted to promote this.
5. **Food and Beverage:** Our commitment to health and safety expands to food and beverage, where every effort is being made to minimize risk



PHYSICAL AND SOCIAL DISTANCING

STAFF AND GUESTS ARE ENCOURAGED TO PRACTICE PHYSICAL AND SOCIAL DISTANCING IN ALL SPACES: GUEST AREAS HAVE BEEN ADAPTED TO PROMOTE THIS

- Maximum capacities in a given space, as indicated by the Department of Health, will be strictly enforced
- Floor plans and capacity charts of Conference Centre venues have been updated, in accordance with physical distancing guidelines.
- Floor decal will be used to indicate the spacing of 1.5m between each person
- To allow for adequate distancing, no more than 2 people will be allowed in an elevator at a time
- Staggered break times will be implemented to reduce the amount of people in public areas
- By incorporating our **Century City Virtual Conference Centre** platform, delegates and speakers can be included in your event virtually

SOCIAL DISTANCE:SEATING CAPACITY

Floor	Room	Usable Area	Classroom	U-shape	Cinema	Banquet	Exhib 3x3	Exhib 6x3	Cocktail
Ground Floor	Hall A	342m ²	36	16	42	64	12	6	150
	Hall B	345m ²	36	16	42	64	12	6	150
	Hall C	342m ²	36	16	42	64	12	6	150
	Hall AB Combined	686m ²	78	23	91	112	24	14	340
	Hall BC Combined	685m ²	78	23	91	112	24	14	340
	Hall ABC Combined Landscape	1029m ²	120	30	137	208	36	20	510
	Hall ABC Combined Portrait	1029m ²	136	41	160	240	36	20	N/A
	Hall D Orientation Portrait	394m ²	48	28	69	84	16	8	190
	Hall D Orientation Landscape	394m ²	42	20 Sgl/ 34 Dbl	64	64	16	8	190
	Foyer	327m ²	N/A	N/A	N/A	N/A	6	12	160
	The Square with Tent	510m ²	N/A	N/A	N/A	300	N/A	N/A	250
	The Square without Tent	1200m ²	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Floor	Room	Usable Area	Classroom	U-shape	Boardroom	Cinema	Banquet	Cocktail
First Floor	Meeting Room 1	27m ²	N/A	3	4	N/A	N/A	N/A
	Meeting Room 2	38m ²	6	5	6	9	8	18
	Meeting Room 3	29m ²	N/A	3	4	N/A	N/A	N/A
	Meeting Room 4	36m ²	4	4	4	6	N/A	18
	Meeting Room 5	34m ²	N/A	3	4	N/A	N/A	N/A
	Meeting Room 6	33m ²	N/A	3	4	N/A	N/A	N/A
	Meeting Room 7	63m ²	9	7	10	16	16	30
	Meeting Room 8	59m ²	9	7	10	16	16	30
	Meeting Room 9	59m ²	9	7	10	16	16	30
	Meeting Room 8+9	118m ²	20	11 Sgl/ 18 Dbl	18	21	32	55
	Meeting Room 10	63m ²	9	7	10	16	16	30
	Meeting Room 11	112m ²	18	10 Sgl/ 16 Dbl	16	21	32	55
	Business Lounge	553m ²	N/A	N/A	N/A	N/A	N/A	50