

## AIA's Preparedness Plan for COVID-19

*We will add to this list as we progress toward the conference.*

### 1. What are the Current Preparedness Plans?

We are following all safety advice and precautions as recommended by the CDC and the World Health Organization.

Safety is a top priority for the Aviation Insurance Association. Currently, we are taking the following actions on-site: provision of disinfectant wipes and spray, hand sanitizer for common area spaces and activity spaces in the JW Marriott Starr Pass including conference rooms, the exhibition hall, and the registration desk.

- The JW Marriott Starr Pass team has been briefed about the proper health and safety measures to raise awareness and communication about the situation.
- JW Marriott Starr Pass is working with their housekeeping company to expand the cleaning processes, including public area attendants focused on cleaning, sanitizing and disinfecting high touch areas including escalator handrails and restrooms
- Internal communications are ongoing to ensure staff understands the way COVID-19 spreads, and how to prevent it
- JW Marriott Starr Pass is continuing the standard practices that assist in the prevention of health and safety concerns, as well as evaluating increased measures that would help in the preventing the spread of COVID-19. Commonly touched items are routinely cleaned, and additional hand sanitizer stations have been placed throughout the facility

[You may find additional information at the following link: Arizona Department of Health Services](#)

### 2. How Will Preparedness Plans Impact 2020 AIA Annual Conference Attendees?

We encourage all attendees to follow WHO guidelines with respect to general hygiene:

- The World Health Organization's standard recommendations for the general public to reduce exposure to and transmission of a range of illnesses are as follows, which include hand and respiratory hygiene, and safe food practices:
- Wash your hands frequently with soap and water or use an alcohol-based hand rub if your hands are not visibly dirty.
- When coughing and sneezing, cover mouth and nose with flexed elbow or tissue – discard tissue immediately into a closed bin and clean your hands with alcohol-based hand rub or soap and water.
- Avoid touching eyes, nose and mouth. Hands touch many surfaces which can be contaminated with the virus. If you touch your eyes, nose or mouth with your contaminated hands, you can transfer the virus from the surface to yourself.
- If you have fever, cough and/or difficulty breathing, seek medical care early.

### **3. How Many Cancellations Have Occurred?**

By far the majority of our attendees want our show to go ahead. Currently we have 390 attendees with no cancellations from attendees, exhibitors or sponsors.

### **4. What is Happening with Corporate Travel Bans?**

We understand that some companies have instituted general corporate travel bans for staff. To our knowledge, only a handful have affected our event programming at this time, and we will update our schedule accordingly.

### **5. Use the everyday habits recommended by the CDC to help keep you safe and prevent the spread of COVID - 19**

There is currently no vaccine to prevent coronavirus disease 2019 (COVID-19). The best way to prevent illness is to avoid being exposed to this virus. However, as a reminder, CDC always recommends everyday preventive actions to help prevent the spread of respiratory diseases, including:

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects (INCLUDING CELL PHONES) and surfaces using a regular household cleaning spray or wipe.
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing.
  - If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty.