



## Covid-19 Best Practices

For those attending in-person, A2LA and the Marriott Westfields are committed to enhanced levels of cleanliness, significant attendance limits, and options for physical distancing based on your comfort level. A2LA acknowledges the Virginia Governor's executive order prohibiting government and businesses from requiring proof of vaccination or negative covid tests. To that end, we will not require proof of vaccination or negative covid tests as a requirement to attend Tech Forum 2021. However, we firmly believe that the safety of our members, partners, and guests should remain our highest priority. In addition, a virtual option with select live-streamed and on-demand sessions is available for attendees who cannot travel.

A2LA is working closely with the Westfields Marriott to ensure that Tech Forum 2021 can take place safely. Below we have detailed our COVID-19 safety protocols in keeping with the latest local, state, and federal guidelines.

As an in-person TEFO participant, you play an essential part in conference safety, so we ask that you read this information carefully and adhere to the specified precautions at all times. With your help, we look forward to a safe and successful conference.

### Participants

May be required to complete and agree to a COVID-19 waiver when checking in and ensure that they have no COVID symptoms (fever or chills, cough, shortness of breath, etc.) or direct exposure to anyone with COVID before traveling to the program.

- Should wear masks if not vaccinated or if you simply feel more comfortable doing so.
- Must wear the A2LA provided social distancing wristbands to let other attendees discreetly know your comfort level with social interactions. (*Green for Handshakes & Hugs, Yellow for elbows or fistbumps, Red for if you prefer to social distance*)
- Should respect the physical distancing preferences of your fellow attendees.
- Are encouraged to use hand sanitizer.

## Meeting Venue

- Session rooms and meal functions will offer seating options to fit your comfort level – standard seating as well as socially distanced tables.
- Highly touched surfaces will be sanitized throughout the day.
- If linens are used on tables, they will be replaced each day.
- All shared equipment and meeting amenities will be sanitized before and after each use (or provided in the single-use form if not sanitized).

## Marriott's Protocols Include:

- Face coverings for unvaccinated guests.
- Hotel room Digital Key & Contactless Check-In and Check-Out
- Plexi-Glass shields at the front desk
- Hand Sanitizer Stations throughout the hotel and outside of meeting rooms.
- Staff members will wear PPE (face coverings, gloves, etc.) based on the activities they are performing and based on direction by the local authorities.
- Enhanced cleaning technologies are used, including electrostatic sprayers with hospital-grade disinfectants, to support our already rigorous cleanliness protocols.
- Every guest room is thoroughly cleaned and disinfected before your arrival. During your stay, the hotel will not provide housekeeping automatically every day. If you wish to receive daily housekeeping refresh service, please let the guest services team know so they can schedule service according to your preferences. Please note that they will automatically clean your guest room after every 6th night if you are staying a bit longer.
- Enhanced Public Space Cleaning. They have increased the frequency of cleaning and disinfection, particularly in areas with high traffic, including restrooms, elevators, and escalators, and provided more hand sanitizing stations.
- Masks are made available for meeting guests upon request.

## [Marriott Commitment to Clean Video](#)

**Marriott Bonvoy members** are invited to use the Marriott Bonvoy App (available on the App Store and Google Play) to take advantage of contactless options, including:

- Mobile Check-In/Check-Out. Let us know via the app when you are planning to arrive and once you departed.
- Mobile Key. Forgo the front desk altogether and go straight to your guest room.
- Mobile Dining. Order your private, in-room dining through the app.