

RIBA – COVID 19 Current procedures in place

Registration & arrival

- All delegates and guests will be required to produce a negative covid lateral flow test on arrival and must register on our [MIA track & trace system](#) prior to entering the building. (you need to register as 'Guest')
- Temperature checks on arrival of all guests into RIBA. Anyone with a temperature higher than 38.0 C will be asked to step outside for 10min before taking their temperature again. Should a guest not pass the 2nd test they will not be permitted into the venue.
- RIBA will have a designated arrival and exit point.
- Hand gel station available on arrival.
- Free-standing sneeze screens available for registration desks.
- Cloakroom will be closed until further notice; all guests will be able to store their belongings with them to help reduce cross contamination.
- Collapsible bike storage available for Jarvis and Florence events only.

Moving around & room layout

- Clear floor and wall signage to assist with physical distancing.
- Priority use of lifts for those with mobility needs.
- All rooms will have windows/doors opened to help with air flow.

Enhanced cleaning

- Sanitiser stations located around the building.
- High touch points like handrails, door handles and lift panels disinfected every hour.
- All restrooms assigned with attendants during events to carry out on-going cleaning and disinfecting work.
- Tables and chairs disinfected before the event and at lunch.

AV

- All equipment will be sanitised twice a day.
- High touch points like lecterns and microphones will be sanitised after every use.

Food

- Self-service coffee stations with sanitiser wipes so guests can wipe it, bin it, kill it before enjoying their coffee.

**Royal Institute of
British Architects**

66 Portland Place,
London, W1B 1AD, UK

Tel: +44 (0)20 7580 5533
Fax: +44 (0)20 7255 1541
info@riba.org
www.architecture.com