

## Measures to Prevent the Spread of COVID-19 and Requests to Participants

To prevent the spread of COVID-19 and to ensure the safety of participants, the following measures will be taken at the time of the JIMM spring meeting. We apologize for any inconvenience this may cause to participants and ask for your cooperation.

Please understand in advance that personal information of participants may be provided to public institutions (public health centers, etc.) upon request based on laws and regulations or justifiable reasons.

### **Participant requirements**

- Participants must have received more than 4 doses of COVID-19 vaccine or be confirmed negative **by Antigen testing within 24 hours** or by PCR testing within 72 hours prior to participation.

### **Cancellation of registration at the registration desk on site**

- In order to avoid three-digit congestion at the registration desk, we will not accept applications for participation at the reception desk.
- Please register and pay the registration fee online regardless of whether you register in advance or on site.

### **Those who are concerned about their physical condition or have symptoms of suspected novel coronavirus infection are requested to refrain from participating.**

- Please refrain from participating if you are not feeling well or if you have any symptoms of suspected COVID-19 infection.
- Please refrain from participating if your body temperature is 37.5°C or higher.
- Please refrain from participating even if your body temperature is below 37.5°C, if you have any of the following conditions.
  - Symptoms such as breathlessness or strong lethargy.
  - Have symptoms of a cold such as fever, cough, sore throat, or abnormal taste or sense of smell.
  - If there is a person who is suspected of being infected or has been designated as a person in close contact with a person who is suspected of being infected, and 5 days have not passed since the person was designated as a person in close contact with a person.
  - If you are in an area where a state of emergency has been declared.

### **Daily check-in and temperature check request**

- Participants should be checked in at the registration desk every day.
- Please check in and measure your temperature at the registration desk with the barcode on your registration card before leaving for the presentation room.
- Only those whose body temperature is 37.5°C or lower will be given a sticker to be attached to their registration card. Please be sure to affix the sticker to your registration card. The sticker will be checked at each presentation room. Those who do not have the sticker attached will not be allowed to enter the presentation

room.

\* If the number of visitors to the reception area is concentrated, it may take some time to check in and measure ~~take~~ your temperature, so please arrive well in advance.

#### **Request to wear mask**

- Please wear a mask at all times in the building where the presentation room is located and in the presentation room (including during presentations, Q&A sessions, and breaks).
- Those who do not wear a mask will not be allowed to participate. Those who are not wearing a mask in the presentation room will be asked to leave the venue.

#### **Disinfection at the presentation rooms**

- Disinfectant solution will be available at the reception desk and at the entrance of each presentation room. Please be sure to disinfect your hands when entering the room.
- Please disinfect your fingers and wash your hands frequently.

#### **Ventilation and disinfection of the presentation rooms**

- The presentation room will be ventilated regularly. The entrance door will be open at all times.
- The venue staff will periodically disinfect common areas such as microphones, podiums, PC cables, etc., and will also set up disinfection sheets for the audience to disinfect by themselves.
- The venue staff will also set up disinfectant sheets for the attendees to disinfect their own equipment.
- Entrances and exits of each venue may be restricted and flow lines within the venue may be restricted.
- When a microphone for questioners is used, the venue staff will disinfect the microphone each time it is used.

#### **Please cooperate in preventing infection in the presentation room**

- Please wear a mask during presentations and Q&A sessions.
- Please be seated with as much space between seats as possible. Please note that admission may be restricted in case of congestion.
- The following measures will be taken during the poster session.
  - (1) Distance between boards and between presenters and audience: 4 to 6 m<sup>2</sup> per presenter.
  - (2) Presenters and audience should wear masks at all times.
  - (3) To prevent infection, please limit poster Q&A sessions to about 10 minutes per person (not too long).
  - (4) Admission will be restricted depending on how crowded the venue is.

#### **Requests regarding eating and drinking, etc.**

- Eating and drinking are allowed in the common spaces (learning corners, etc.) and

presentation rooms, but please refrain from eating and drinking without taking off your mask.

- Please refrain from eating and drinking in the presentation room during lectures.
- Please use staggered lunch times to reduce congestion in the cafeteria during lunch.

#### **What to do if you have concerns about your health and decide not to participate**

**(Chairperson)** Please inform the secretariat as soon as possible of your decision not to participate in the meeting so that the secretariat can request a substitute chairperson.

**(Presenter)** If you will not be attending the meeting due to illness or COVID-19 infection, please let us know as soon as possible so that we can inform the participants of your absence. In this case, your presentation will be considered as your presentation when the abstract is made public.

**(Attendance for auditing only)** No notice is required. No refunds will be made for the following reasons.

\*After the registration, you will be issued an ID and password for viewing abstracts. We apologize for any inconvenience caused.

#### **Other requests**

- Please do not enter any buildings other than the presentation room and the cafeteria.
- Please refrain from loud conversations.
- Please observe cough etiquette.
- Please follow the rules of the government, municipality, and your organization to prevent infection, such as avoiding large groups of people eating together outside the venue. The Japan Institute of Metals and Materials cannot be held responsible for your behavior outside the venue.
- We recommend that you use restaurants that display the stickers and posters of certified infection prevention restaurants provided by Tokyo Metropolis.

\*If you are diagnosed as positive for novel coronavirus during the conference or within 4 days after the end of the conference, please contact the Conference Secretariat as soon as possible.

Contact information During the conference: 090-2792-9311 After the conference: 022-223-3685 Email: [annualm@jimm.jp](mailto:annualm@jimm.jp)