

## **Special Arrangement In CC Lounge In Relation To COVID-19**

**Updated on 25 May 2022**

1. Until further notice, the CC Lounge is opened to pre-booked individuals and groups only. Please contact CC Office via [pennyt@hku.hk](mailto:pennyt@hku.hk) for bookings.
2. Please note that group gatherings of more than 34 people are prohibited in the CC Lounge.
3. All users must comply with the University's campus access control measures.
4. Food and drinks is not allowed in CC Lounge.
5. Please be reminded to maintain personal and environmental hygiene, appropriate social distancing, and properly dispose of used masks and waste at all times.

### For event organizers

6. The organizer must check the body temperature of all participants before they enter the venue. Anyone with a fever must be asked to leave the venue and consult a doctor immediately.
7. All participants must wear a face mask throughout the entire event.
8. The organizer must make alcohol-based handrub available and easily accessible at the venue.
9. Seating arrangement must be done in a way to facilitate appropriate physical distancing of participants.
10. The organizer must ensure that the air conditioning and ventilation system at the venue is in operation.
11. The organizer must keep a record of the seating arrangement (if applicable) and contact information of all participants to facilitate contact tracing, if and when necessary.
12. All events must be in compliance with prevailing government infection control regulations and guidelines.