



# #ALLSAFE Meetings and Events

#ALLSAFE

ABOVE LOCAL AND  
INTERNATIONAL HEALTH  
RECOMMENDATIONS



ALL Meet Well. At the Swissôtel Nankai Osaka, our enhanced health and safety measures assure your peace of mind for your next meeting or event.

## BANQUET

### Overall Measures

- Enhanced cleaning – All furniture and equipment inside the function room are sanitised before and after every meeting or event. Increased frequency of cleaning and disinfecting of areas are also in place with particular attention to high-touch points.
- Hygiene measures – Hand sanitising solutions available in common areas of function rooms, entrances of function rooms, cloak rooms and washrooms.
- Cleaning Schedule Information – Cleaning time sheets displayed.
- Social Distancing – Gathering spaces and reception areas are re-arranged to facilitate appropriate distancing. Signage and markers are in place to remind and encourage social distancing in high traffic areas.
- Preventive Measures – Signage to request those whose temperature is above 37.5 (fever), symptoms of cough or colds, to refrain from attending the function.

### Banquet Foyer / Public Areas

- Staff Efforts – Banquet welcome greeters wearing face masks and gloves, reminding event or meeting attendees to practice social distancing.

### Cloak Room

- Service at a Distance – Staff in mask and gloves to handle guest belongings while maintaining appropriate distancing.
- Social Distancing – Setup to ensure appropriate distancing.

### Reception Area

- Service at a Distance – Plastic Shield provided at reception desk to minimise contact between guest receptionist and attendees.
- Communication – Signage requesting guests to observe proper social distancing.
- Preventive Measures – Service for temperature check of guests and event attendees available.

### Banquet Hall

- Distanced Setup – Banquet safety distancing setup available.
- Ventilation and Air Circulation – Central Air-Conditioning system providing proper air ventilation, with advanced air filtering to ensure air quality.
- One-Way Access – Major function room setup to include dedicated entrance and exit doors, to observe proper distancing measures and avoid touch contact.
- Enhanced Cleaning – Tables, chairs, pens, stationery materials, and doorknobs are wiped with disinfectant solutions.
- Glass Cover – Stan caps used for glasses on the table to avoid contamination.

### AV Equipment

- Vendor Efforts – Preferred AV Vendors to wear mask when providing services.
- Enhanced Cleaning – All AV equipment to include, but not limited to microphones or projector controllers, are disinfected with cleaning solutions for every use. Regular alcohol disinfectant solutions are used for AV Equipment.



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### FOOD AND BEVERAGE

#### Kitchen Staff

- HACCP Certification – The hotel is certified for HACCP, a globally recognized safety and hygiene certification.
- Accor Hotels Safe Food and Hygiene Standards – Implementation of standards in line with international safety requirements and alongside local food safety laws and regulations. The Hotel undertakes regular internal food safety checks.

#### Buffet Station / Lazy Susan Buffet Style Service / Set Style Service / Coffee Break Station

- Food Service Safety – Food may either be individually plated or sorting service is provided by the staff.
- Service at a Distance – Banquet staff in charge of sorting are to wear mask and gloves.
- Buffet Table Traffic – Implementation of appropriate distancing for guests when lining up at the buffet table.
- Social Distancing – Stations are set up to observe appropriate distancing.

#### Beverage / Water Bar

- Social Distancing – Signage set to remind guests to observe appropriate distancing.
- Service at a Distance – Staff in charge of water service to wear masks and gloves.
- Hygiene Measures – Staff to be available at the water bar to hand out preset glasses, covered with stan caps to prevent contamination.

#### Banquet Sales

- Virtual Site Inspection – ZOOM video meeting for hotel inspection available.