









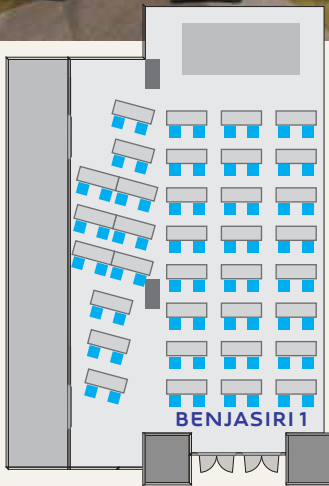
SOCIAL DISTANCING MEETING & EVENTS

At Novotel Bangkok Sukhumvit 20 we follow the highest standard and regulations to ensure that the health and safety of our guests and staff remain our highest priority

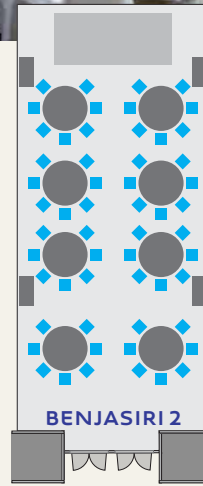
We remain vigilant and continue to take the advice and guidance from the WHO and the guidelines of the Thai Ministry of Public Health, to maintain the highest hygiene standards within all areas of our hotel for your peace of mind

Function Room		Area (m ²)	Width x Length x High	Capacity (person)					
				 Theatre	 Classroom	 Boardroom	 U - Shape	 Banquet	 Cocktail
Benjasiri 1	5 th floor	215	11.6 x 18.5 x 6	80	70	30	24	77	50
Benjasiri 2	5 th floor	160	8.6 x 18.5 x 6	80	48	30	24	56	50
Benjasiri 3	5 th floor	215	11.6 x 18.5 x 6	80	70	30	24	77	50
Foyer	5 th floor	240	31.7 x 7.3 x 6	-	-	-	-	-	-
Benjasiri 1&2	5 th floor	375	20.3 x 18.5 x 6	160	128	52	48	133	100
Benjasiri 2&3	5 th floor	375	20.3 x 18.5 x 6	160	128	52	48	133	100
Benjasiri Grand Ballroom	5 th floor	588	31.8 x 18.5 x 6	240	188	64	72	210	200
Ekkamai	8 th floor	77	6.8 x 11.4 x 3	28	16	15	13	28	15
Thong-Lo	8 th floor	95	8.4 x 11.4 x 3	28	16	15	13	28	15
Ekkamai & Thong-Lo	8 th floor	173	15.2 x 11.4 x 3	56	32	22	26	56	30
Phrom Phong	8 th floor	45	6.7 x 6.8 x 3	8	6	8	6	8	10
Asok	8 th floor	42	6 x 7 x 3	6	4	8	6	4	8
Nana	8 th floor	60	8.8 x 6.8 x 3	14	12	12	9	14	10
Phloen Chit	8 th floor	59	8.2 x 7.2 x 3	14	12	12	9	14	10
Siam 1	8 th floor	114	12 x 9.5 x 3	54	42	17	15	42	30
Siam 2	8 th floor	85	10 x 8.5 x 3	36	18	12	10	28	20
Siam Ballroom	8 th floor	178	22 x 8.5 x 3	90	60	27	25	70	60

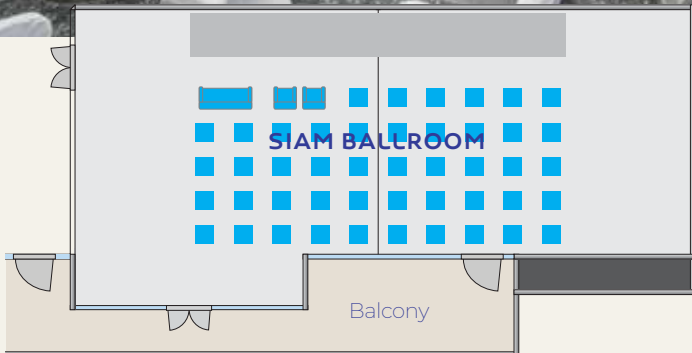
we offer a range of versatile floor plans for every occasion,
please let us know if you would like to see more



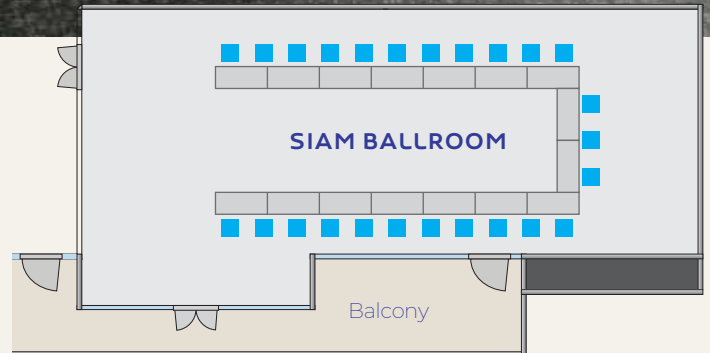
BENJASIRI 1
5th floor
Classroom setup
70 persons



BENJASIRI 2
5th floor
Round table setup
56 persons



SIAM BALLROOM - 8th floor
Monk ceremony setup
60 persons



SIAM BALLROOM - 8th floor
U-shape room setup
25 persons

SAFETY & HYGIENE



GUESTS HYGIENE

- Provide guests with gel, mask, wipes upon request
- Place sanitising gel in as many areas around hotel



ORGANISE SPACES & WORK HABITS FOR SOCIAL DISTANCING

- Staff to work alone or at 1.5m minimum distance
- Floor markings to organise flows or alternative visible distancing system, e.g. easels
- Minimise sharing tools with other staff & guests



REINFORCED DISINFECTION

- Follow new cleaning protocols & memorise high touch areas



STAFF HYGIENE

- If you are ill, don't come to work
- Follow PPE recommendations
- Frequent handwashing



MINIMISE TOUCH CONTAMINATION

- Rethink hotel spaces, removing any unnecessary objects
- Minimise sharing tools with other staff & guests



STAFF TRAINING

- To welcome & inform guests with confidence
- To carry out procedures with ease

KEY INFECTION PREVENTION MEASURES

AVOIDING CLOSE CONTACT WITH INDIVIDUALS



MAINTAINING AT LEAST 1.5M DISTANCE BETWEEN INDIVIDUALS



SNEEZING & COUGHING INTO ONE'S ELBOW



WASHING HANDS CORRECTLY & OFTEN WITH WATER & SOAP



CLEANING HANDS WITH ALCOHOL-BASED SANITISER WHEN WATER & SOAP NOT AVAILABLE



CLEANING & DISINFECTING HIGH TOUCH SURFACES & PERSONAL ITEMS



STAY HOME IF YOU ARE UNWELL OR HAVE BEEN IN CONTACT WITH SOMEONE INFECTED WITH COVID-19 IN THE PAST 14 DAYS

