



Infection Prevention Guidelines for Cultural Affairs Bureau Performance Venues

For the prevention of “COVID-19”, the Cultural Affairs Bureau has referenced *Prevent Novel Coronavirus Pneumonia – Advice on the Management of Collective Festive Events, and Recreational and Sports Activities* (hereinafter referred to as Advice) published by the Health Bureau (SS) and formulated the following guidelines:

Before Entering the Venue

- A nucleic acid test for COVID-19 or two doses of COVID-19 vaccine received at least 14 days earlier should be taken by any personnel who is not able to comply with the requirements stated in Item 1.3 of the Advice published by the Health Bureau (SS): “In the event the nature of activity does not favour the contestants or performers to wear a mask (e.g. physical trainings, sports competitions, performances), and a minimum distance of 2 metres cannot be maintained during the activity”;
- A Representative of the venue hirer/applicant should sign *Infection Prevention Declaration for Cultural Affairs Bureau Performance Venues* to acknowledge understanding of the advice by SS and this Guideline, and will organize activity in accordance with the aforementioned documents;
- All personnel must wear face masks, receive temperature check and present “Health Code”. Only those with forehead temperature below 37°C and with “Health Code” indicated as green (entry permitted) may enter the venue;
- Those with temperature over 37°C or with respiratory symptoms are not allowed to enter and should immediately seek medical consultation.

After Entering the Venue

- Please use alcohol-based hand sanitizers to disinfect both hands;
- If non-performers have to go on stage for rehearsals, video recording or performance, they must always wear masks;



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- Avoid gathering. Please maintain a social distance of at least 1 metre with others if possible;
- During entry or exit, please do not gather or stay behind in the venue unless necessary;
- Please maintain personal hygiene. Eating and drinking is not allowed unless specific eating or drinking area is provided by the venue;
- Crowd control measures are implemented in each venue to control the number of people entering. Should the number of people reach the established limit, please comply with instructions given by venue staff to enter or leave the venue.

Entering the Backstage

- In response to prevention measures, personnel entering the backstage must arrive 15 to 30 minutes in advance (depending on the number of personnel);
- If required by the venue, personnel entering the backstage must undergo temperature checks. Those with forehead temperature above 37°C or with respiratory symptoms will not be allowed to enter;
- If required by the venue, the organizer has to provide a list of personnel that will enter the backstage in advance for identification;
- If required by the venue, all personnel entering backstage must present their “Health Code”. Only those with a green code can enter;
- All personnel entering backstage must use alcoholic hand sanitizers to disinfect both hands. Alcoholic hand sanitizers are provided in the venue;
- If permission is not given by the venue for food consumption in a specified area, eating and drinking is prohibited. If required, the organizer must coordinate with venue management to arrange ample space and staggered time schedule for meals.



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Planning Performances and Extended Activities

- Should there be any discrepancies between this guideline and the venue booking guidelines, this guideline should prevail;
- Event organizers should ensure that personnel who have not taken the nucleic acid test for COVID-19 or have not received two doses of COVID-19 vaccine at least 14 days earlier comply with the requirements stated in Item 1.2 of the Advice published by the Health Bureau (SS): “All contestants, performers and staff are advised to wear a mask at all times. The mask should not be removed unless absolutely necessary, such as eating. When not wearing a mask, a minimum distance of 1 metre should be maintained from others” and Item 1.3 “In event the nature of activity does not favour the contestants or performers to wear a mask (e.g. physical trainings, sports competitions, performances), and a minimum distance of 2 metres cannot be maintained during the activity, a nucleic acid test for COVID-19 should be performed or two doses of COVID-19 vaccine should be received at least 14 days before participating in such collective training or rehearsal.”
- Reduce the number of irrelevant personnel in each performance, and avoid on-site interaction with the audience, such as group photos, presenting bouquets etc;
- To reduce crowd gathering, extended activities such as photo-taking, autograph sessions, exhibitions and so forth should not be held in the foyer;
- When planning the layout of the performance and audience area (if necessary), please refer to the table showing the maximum capacity of each venue in p.5. In addition, a distance of 1 metre must be maintained between each audience seat;
- Please carry out rehearsals in an open space or a place with good air ventilation. Before each rehearsal, the organizer must make sure that all personnel does not have a fever or any symptoms of infection;
- Please schedule multiple timeslots and teams for rehearsals or performances so as to minimize the gathering of people in different time periods and locations;



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- As the audience can enter the venue 30 minutes before the performance, please prepare the venue for entrance at least 60 minutes prior to show starts;
- Please include the reminder: “Please line up 30 minutes (depending on the venue) prior to performance for prevention measures. Let’s work together to fight against infection”, or similar wordings in your respective promotional channels to remind public to arrive early so as to prevent crowding at the entrance when large numbers of people are trying to enter the venue;
- After the activity ends, please do not stay behind and leave the venue in an orderly manner with distance apart.

General Guidelines

- During the rental period, if any team personnel show suspected or confirmed symptoms of infection, please inform the person-in-charge of the venue;
- For venues with more than one theatres, in order to reduce crowd gathering and avoid large-scale hording between the theatres, show time of different performances should be staggered (reference time schedule below). If the main organizer needs to change the performance time slot, they must coordinate with the venue in advance and allow the audience enter the venue at least 30 minutes before the performance;

	Audience Admission (Afternoon)	Performance time (Afternoon)	Audience Admission (Evening)	Performance time (Evening)
Small Auditorium	14:15	14:45	19:15	19:45
Grand Auditorium	14:30	15:00	19:30	20:00



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- The maximum capacity for each venue is listed below. The capacity limit will be adjusted according to the development of the epidemic. Should there be any changes, please refer to the latest guidelines issued by the venue.

Venue		Audience	Working Personnel	Maximum Capacity
Navy Yard No. 2		50 ppl	15 ppl	65 ppl
Old Court Building	Black Box Theatre	45 ppl	20 ppl	65 ppl
	Exhibition Hall	-	-	40 ppl
	Rehearsal room	-	10 ppl	10 ppl
Dom Pedro V Theatre	Performance	133 ppl	25 ppl	158 ppl
	Visit	20 ppl	15 ppl	35 ppl
Macao Cultural Centre	Grand Auditorium	543 ppl	150 ppl	693 ppl
	Small Auditorium	192 ppl	65 ppl	257 ppl
	Rehearsal Room	-	75 ppl	75 ppl
	Medium Rehearsal Studio	-	20 ppl	20 ppl
	Small Rehearsal Studio	-	10 ppl	10 ppl
Macao Conservatory	Hall	40 ppl	15 ppl	55 ppl

- If the organizer/individual booking the venue violates the above guidelines and measures and still fail to comply after warning, the Bureau has the right to cancel the booking of the venue immediately so as to ensure the health status of the audience, working personnel, and staff of the Bureau.



澳門特別行政區政府
Governo da Região Administrativa Especial de Macau
文化局
Instituto Cultural

Infection Prevention Declaration for Cultural Affairs Bureau Performance Venues

_____ (Name of representative of venue hirer/applicant), on behalf of the
_____ (Name of venue hirer/applicant), I have read and
understood the full content of *Prevent Novel Coronavirus Pneumonia – Advice on the
Management of Collective Festive Events, and Recreational and Sports Activities* published
by the Health Bureau and *Infection Prevention Guidelines for Cultural Affairs Bureau
Performance Venues* published by the Cultural Affairs Bureau, and hereby agreed to comply
strictly with the outlined in the aforementioned guidelines while organizing activity during
_____ (hiring period).

Signature and/or stamp by
venue hirer/applicant : _____

Date : _____

Effective as of 1 January 2021