



MICE Event Safe Management Measures

Last updated: 15 March 2022



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Major Updates to Safe Business Events Framework correct as of 15 Mar 2022

1

Removal of distinction between predominantly static events (e.g. conferences) and predominantly non-static events (e.g. trade shows, networking)

2

Removal of zoning requirements

- Participants able to freely intermingle during the event
- No longer a requirement for 2m space between zones

3

Removal of 500/1,000 participant capacity limit

- Events with $\leq 1,000$ participants at a time can proceed with no capacity limit.
- Events with $> 1,000$ participants at a time subject to capacity limit of 50% of the maximum number of individuals specified in the most recent approval under section 55 of the Fire Safety Act 1993, or 50% of the fixed seating for the Event Venue, whichever is the higher.
- Participants must, as far as is reasonably practicable, be evenly spread out when present in the event venue.

Major Updates to Safe Business Events Framework correct as of 15 Mar 2022

- 50% capacity takes reference from the prevailing maximum occupancy load (m²/person) of the venue, per the fire safety code or fixed seating. The 50% limit will then be applied to this maximum occupancy load.
- E.g., if the contracted gross floor area of the venue can accommodate a maximum of 3,000 participants according to the fire safety code¹, the event size will be capped at 1,500 participants (i.e. 50% of 3,000).
- EOs should engage their venue partners to determine the maximum capacity of the contracted gross floor area for their events.

¹Full fire safety code can be accessed here: <https://www.scdf.gov.sg/docs/default-source/scdf-library/fssd-downloads/chapter-1.pdf>

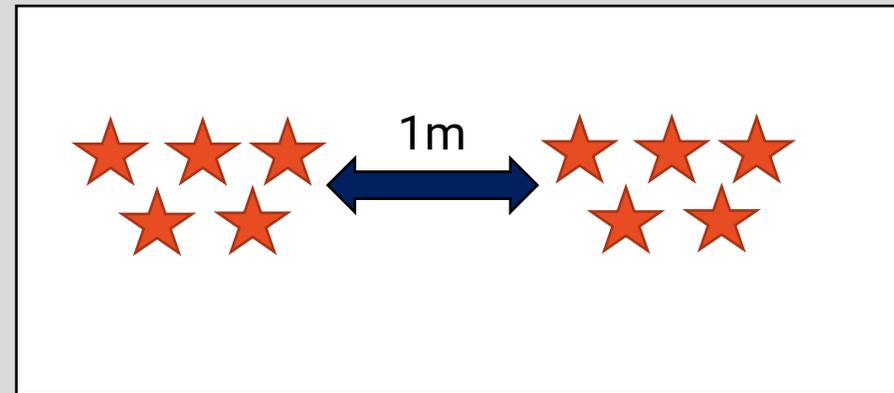
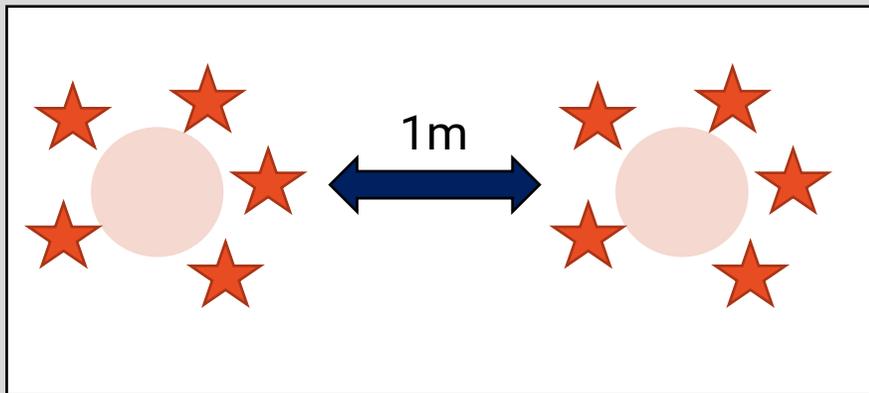
Major updates to Safe Business Events Framework correct as of 15 Mar 2022

4

Safe distancing is encouraged but not required between individuals or groups in all mask-on settings.

5

Safe distancing of at least 1 metre between groups of up to 5 participants is required for all mask-off settings e.g. during meals, unmasked speakers.



Major updates to Safe Business Events Framework correct as of 15 Mar 2022

6

- Live performances, where incidental, will be permitted
- E.g. A tradeshow for musical equipment would be permitted to have live performances in which the equipment is demonstrated.

7

- Meals or tea breaks at MICE events can now be held at F&B establishments, subject to:
- A full buy-out of the F&B establishment
 - No other activities (e.g. live speeches, talks and presentations) can take place during the meal.

8

- Removal of mandatory cleaning requirement, regular sanitization still encouraged as best practice.



Frequently Asked Questions (FAQs)



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Frequently Asked Questions (1/12)

General clarifications

What types of event venues are permissible for MICE events?

There is no restriction to the types of event venues allowed as long as the venues can be hired as a function centre and are able to implement measures under the Safe Business Events Framework.

Meal components of MICE events can be held at F&B establishments, provided there is a full buy-out of the F&B establishment. In addition, EOs must also comply with the following prevailing SMMs for F&B establishments as stated in ESG's advisory:

<https://www.enterprisesg.gov.sg/covid-19/safe-distance#FB> .

What is the definition of full-buy out of F&B restaurants/outlets?

For a full buy-out of the F&B outlet, event organisers will need to book the entire restaurant for the meal(s). Buying out the private dining room while the rest of the restaurant is opened to the public is not considered as a full buy-out.

Frequently Asked Questions (2/12)

Capacity clarifications

What is the definition of capacity limit?

The total capacity limit at any point in time will include all participants of the event, including exhibitors, media attending the event, speakers, participants' liaison officers, etc. All other EO staff and external service providers at the event venue are included.

If the event is spread out over multiple floors, does the capacity get divided according to each floor?

For events spread out over multiple floors, total capacity for the entire event at any one time will be calculated by adding total capacity across all event premises.

Does the capacity limit refer to the total number of participants throughout the event duration, or the number of pax present at any one time?

The 50% capacity limit is only applicable at any point in time, i.e. headcount can be replaced on a rolling basis. This means that if 10 guests exit, 10 new guests can then enter to replace this headcount.

Frequently Asked Questions (3/12)

Capacity clarifications

Are participants able to move freely between conference sessions and exhibition floor (all within the event halls) so long as they are wearing a mask?

Yes, participants will be able to move freely between different premises of the event space.

If I have 1 plenary room of 1,000 pax capacity and 10 breakout rooms of 200 pax each (total of 3,000 pax capacity), does that mean I can accept up to 1,500 registrants?

Yes, total capacity for the entire event is defined by the total contracted gross floor area of the event. In this case, total capacity is equivalent to capacity of 1 plenary room and 10 breakout rooms. If total attendance exceeds 1,000, a 50% capacity limit will then be imposed.

Frequently Asked Questions (4/12)

Seating arrangement

Must participants return to the same seats after each break?

No, participants are not required to return to the same seats after each break. However, each group of 5 must be kept consistent throughout the meal, if any (i.e. no intermingling across tables and switching tables during the meal).

Frequently Asked Questions (5/12)

Health protocols clarifications

Is pre-event testing (PET) required at MICE events?

PET is not required at MICE events. However, EOs will need to ensure all participants are fully vaccinated or are within the 180-day exemption period after recovery from COVID-19.

*An individual is considered fully vaccinated if they (a) have received the full regimen of a WHO EUL vaccine, or (b) are within the 180-day exemption period after recovery from COVID-19. From 14 February 2022, participants residing in Singapore aged 18 years and above and who have completed the primary vaccination series will be considered fully vaccinated for up to 270 days after the last dose of the primary vaccination status. Thereafter, such participants who are eligible for booster vaccination must do so in order to remain fully vaccinated. Refer to <https://file.go.gov.sg/vdsmminfo.pdf> for more details on vaccination status.

Frequently Asked Questions (6/12)

Health protocols clarifications

If coffee/tea are left on the table throughout the day, may participants remain unmasked throughout the day as well?

Coffee and tea may be left on the table after meals. Participants may unmask momentarily to drink but not be unmasked throughout the day. There should be regular reminders for participants to be masked when not eating or drinking.

Must event organisers conduct testing for staff at the start of the event week, or can event organisers just ensure that staff are fully vaccinated?

Staff are required to be fully vaccinated. While not mandatory, EOs may internally conduct pre-event ARTs for staff to reduce risks of transmission and provide peace of mind to participants.

Frequently Asked Questions (7/12)

Health protocols clarifications

Is it mandatory to provide hand sanitisers?

While not mandatory to provide hand sanitisers, we highly encourage event organisers to establish and provide appropriate measures such as hand sanitisers and to reduce risks of transmission and ensure safety of participants.

Is it mandatory to have an isolation room for participants who display symptoms?

While it is no longer mandatory to establish an isolation room, EOs are to establish and apply appropriate internal policies, procedures and controls to mitigate the risk from the activities identified as presenting a higher risk of the transmission of COVID-19. This may include more stringent requirements such as setting aside an isolation room for symptomatic participants.

Frequently Asked Questions (8/12)

F&B guidelines

Will networking / social events with participants standing in unfixed positions be allowed to resume? (e.g. cocktail reception, networking, gala dinner)?

No, networking and social events where participants are standing will not be allowed to resume at this point of time.

Are buffets or sharing plates allowed?

Sharing plates and buffets (staff-served or otherwise) are not allowed. Meals must be plated in individual servings only.

Can meals be held alongside recorded music, live performances and/or entertainment?

Recorded music and footage may be played while F&B is served. However, live performances and entertainment are not allowed. For avoidance of doubt, please refer, to NAC's guidelines (<https://www.nac.gov.sg/support/covid-19/safe-management-measures-smms/updated-resumption-of-live-performances>)

Frequently Asked Questions (9/12)

F&B guidelines

Can F&B be served in the exhibition area or booths? What are the safety measures to be put in place?

The prevailing F&B guidelines for MICE events would apply.

Within the exhibition area or booth, there would need to be a clearly-designated area for F&B consumption, no F&B is permitted outside these areas. Participants must remain seated throughout the duration that F&B is served, and are not permitted to intermingle between tables during this time. Participants must remain masked when not actively eating or drinking.

Event organisers are also encouraged to sanitise and clear the tables after visitors take their leave.

Is food sampling permitted at business events?

All consumption of F&B must abide by the abovementioned F&B protocols (i.e. only at designated areas, participants must remain seated with no intermingling across tables). Participants must remain masked when not actively eating or drinking. While food sampling while **standing** is **not** permitted, this is currently under review and STB will provide an update in due course.

When would 1m safe distancing apply during mealtimes? Would 1m safe distancing apply if long tables are used?

At mealtimes, 1m safe distancing would not apply within a group of 5 pax, but must be implemented between each group of 5. For a long table with >5 pax seated, EOs may opt to either implement a 1m safe distance between clusters of 5pax or implement the 1m safe distancing between each individual.

Frequently Asked Questions (10/12)

Live performances

Are live performances allowed?

Live performances are permitted, however they must be incidental and not the main feature of the event. Live performances must also adhere to NAC's guidelines for live performances, which can be found on the NAC website (<https://www.nac.gov.sg/support/covid-19/safe-management-measures-smms/updated-resumption-of-live-performances>).

Frequently Asked Questions (11/12)

MICE event application to STB

Are event organisers still required to submit a MICE event application? What is the timeline for such submission?

The requirement to submit a MICE event application remains. Both the Event Organiser and Event Venue (collectively, EOs) must submit an application for STB's assessment and for the Ministry of Trade and Industry (MTI) to approve the EO carrying out the event.

EOs must submit their application at least 1 month prior to each MICE event. STB and MTI will take up to 14 business days to assess each application.

Must EOs continue to track whether attendees have contracted COVID-19 after the event?

While it is not mandatory for EOs to continue tracking whether attendees has contracted COVID-19 after the event, we highly encourage event organisers to establish and execute appropriate measures, to reduce risks of transmission following the event.

Current guidelines do not allow for a sole Award Ceremony as it must be hosted alongside a conference. With the new guidelines, is this still case?

Events with solely an awards ceremony component are not eligible to apply as a MICE event.

Frequently Asked Questions (12/12)

International participation

What are the SMMs or other guidelines for international participants entering via VTL or other lanes?

International participants are to adhere to the same guidelines as locals. This includes VDS measures and other health protocols such as mask-wearing, adherence to safe-distancing, and SafeEntry by TraceTogether app.

Participants are to also adhere to prevailing testing regimes and requirements outlined as part of their travel entry lane to Singapore. No additional requirements are imposed on international participants.

Borders Reopening

Last updated: 15 March 2022

For the latest border measures, please refer to [Safe Travel Office website](#)



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Singapore has simplified our country/region classification and border measures to pave the way for more Vaccinated Travel.

- List of countries are regularly reviewed and adjusted as the global situation evolves
- Short-term visitors can only come in from CAT I and VTL countries

Summary of Country/ Region Classification for Recent 7-day travel history* [Short-Term Visitors]

	Low-Infection (Category I)	General Travel (Category II/III/IV) VTL [§]
Countries/ Regions	Macao, Mainland China and Taiwan	Australia, Brunei Darussalam, Cambodia, Canada, Denmark, Fiji, Finland, France, Germany, Greece, Hong Kong, India, Indonesia, Italy, Malaysia, Maldives, the Netherlands, the Philippines, Qatar, the Republic of Korea, Saudi Arabia, Spain, Sri Lanka, Sweden, Switzerland, Thailand, Turkey, the United Arab Emirates, the United Kingdom, the United States and Vietnam
Border Health Measures	1. Pre-Departure Antigen-Rapid Test (ART) or Polymerase Chain Reaction (PCR) Test within 2 days before departure for Singapore	
	2. Unsupervised Self Swab (USS) ART within 24 hours of entry	

Correct as of 15 Mar 2022



* 7-day travel history does not include countries/ regions where the traveller transited within 24 hours enroute to Singapore. This does not apply to travellers under the VTL. For travel history requirements under the VTL, please check the [SafeTravel website](#) for details.

[§] VTL requirements apply – for instance, short term visitors will need to apply for a Vaccinated Travel Pass (VTP) to travel on designated VTL bus, ferry, or flight services. Check [SafeTravel website](#) for details.

Safe Travel Lanes have also been introduced to facilitate entry of Short-term Visitors to Singapore

SAFE TRAVEL LANE	COUNTRIES/REGION	PURPOSE OF VISIT		VACCINATION	BORDER MEASURES		OTHER REQUIREMENTS
ATP Air Travel Pass	Macao, Mainland China and Taiwan	 Business	 Leisure	 No requirement	 PDT ART or PCR (2 days)	 Unsupervised Self-swab ART within 24 hours	<ul style="list-style-type: none"> Mandatory Covid-19 travel insurance
VTL Vaccinated Travel Lane	Australia, Brunei Darussalam, Cambodia, Canada, Denmark, Fiji, Finland, France, Germany, Greece, Hong Kong, India, Indonesia, Italy, Malaysia, Maldives, the Netherlands, the Philippines, Qatar, the Republic of Korea, Saudi Arabia, Spain, Sri Lanka, Sweden, Switzerland, Thailand, Turkey, the United Arab Emirates, the United Kingdom, the United States and Vietnam	 Business	 Leisure	 Fully-vaccinated in any VTL country	 PDT ART or PCR (2 days)	 Unsupervised Self-swab ART within 24 hours	<ul style="list-style-type: none"> Designated VTL flights Mandatory Covid-19 travel insurance

Correct as of 15 Mar 2021

Requirements to be recognised as fully-vaccinated in Singapore

- Travellers are considered fully-vaccinated if they have **received the full regimen of a WHO-EUL vaccine*** within the minimum dose interval period, **at least 2 weeks before arrival in Singapore.**
- Mix and match of any WHO-EUL vaccines is allowed.
- Recovered Covid-19 patients may also be considered fully-vaccinated if they receive 1 dose of a WHO-EUL vaccine at least 28 days after their recovery/discharge.
- **Recovered Covid-19 and fully-vaccinated travellers in the last 90 days may be exempted from all pre-departure and on-arrival testing**



Vaccinated Status for Activities within Singapore

- In Singapore, a verified vaccination status may be required to enjoy Vaccination Differentiated SMMs (VDS).
- Travellers will need to have their vaccination status reflected electronically in their Healthhub or TraceTogether apps to show on demand.
- Travellers will need to bring along their original overseas vaccination documents that is in English*
- Immigration officers will verify the document and an electronic vaccination record will be accorded, valid for up to 30 days.
- Travellers without a digitally verifiable vaccination documentation staying for more than 30 days will need to obtain a positive COVID-19 serology test from a PHPC clinic in Singapore to extend their vaccination status.

Vaccinated Travel Lane

Flight Information Terminal 3

航班資訊 Info Penerbangan Departures

Flight	Time	Remarks
NH 6268	04	
OU 5815	04	
SA 7231	04	
SQ 618	10	
OZ 754	04	
NZ 3392	04	
NH 6278	04	
SQ 334	04	
SQ 8	04	Cancelled
SV 8372	09	
TK 9326	04	

Terminal 3 Departures

Flight	Time	Remarks
0120	04	Nagoya
0130	04	Zurich
0130	04	Cape Town
0130	04	Seoul
0145	04	Istanbul
0225	04	New Delhi
0330	04	Paris-CDG
0410	04	Los Angeles
0410	04	Jeddah
0705	04	Sydney

Terminal 3 Departures

Flight	Time	Remarks
SQ 265	04	
GA 823	05	
SQ 828	04	
SQ 890	04	
TK 9306	04	
TK 9302	04	
SQ 422	04	
OZ 6790	04	

Terminal 3 Departures

Flight	Time	Remarks
0715	04	Brisbane
0725	04	Jakarta
0730	04	Shanghai
0730	04	Hong Kong
0730	04	Perth
0730	04	Melbourne
0730	04	Doha
0730	04	Sydney
0730	04	London
0730	04	Paris-CDG

Vaccinated Travel Lane (VTL) into Singapore

Europe (12)

Denmark, Finland, France, Germany, Greece, Italy, Netherlands, Spain, Sweden, Switzerland, Turkey and UK

N. America (2)

Canada and US

Middle East (4)

Israel, Qatar, Saudi Arabia and UAE

Asia/Oceania (14)

Australia, Brunei, Cambodia, Fiji, Hong Kong, India, Indonesia, Malaysia, Maldives, Philippines, South Korea, Sri Lanka, Thailand and Vietnam

Correct as of 15 Mar 2022

- Singapore has launched **32 VTLs with a combined daily quota of 15,000 travellers/day**.
- There are no restrictions on purpose of travel, and no requirement of a controlled itinerary or sponsor.
- In lieu of Stay-Home-Notice/quarantine, VTL travellers will take 2 COVID tests: Pre-departure ART or PCR test (2 days) and Unsupervised Self Swab (USS) ART within 24 hours of entry.

VTL key requirements:



Fully-vaccinated

- Fully-vaccinated in any VTL country/region, Singapore or hold a valid EU DCC vaccination certificate
- Unvaccinated children under 12 years[^] can also travel under the VTL as long as they are accompanied by a VTL traveller



7-day Travel History

- Must remain in any VTL country and/or Singapore (including transit) in the last 7 consecutive days prior to departure



Designated VTL Flights

- Must arrive in Singapore on designated VTL flights
- Flights out of Singapore can be on any flights



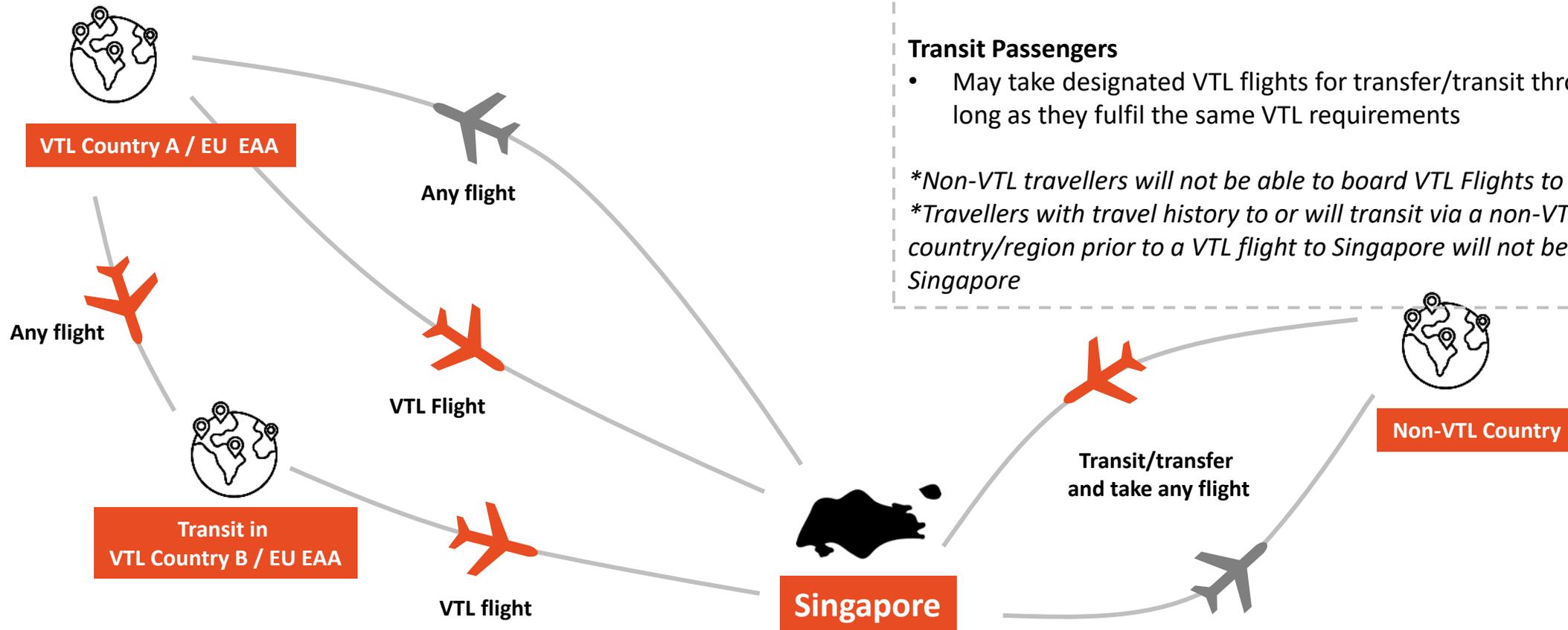
Other Requirements

- Must Apply for a Vaccinated Travel Pass
- Must purchase Covid-19 Travel insurance
- Must download TraceTogether app

*For Singapore into South Korea - unvaccinated children are not allowed entry and all travellers must be fully vaccinated in the ROK or Singapore only with WHO EUL vaccines (including mix-and-match regimens)

[^]Unvaccinated children under 12 years would undergo the same testing requirements, except for children under 2 years who do not need to take the 2 COVID tests.

VTL travellers must take Designated VTL Flights to Singapore.



VTL Travellers (for entry to Singapore)

- Must travel on designated VTL flights into Singapore from any VTL country or EU EAA.
- May transit via another VTL country (on any flight) to take a designated VTL flight to enter Singapore.

Transit Passengers

- May take designated VTL flights for transfer/transit through Singapore as long as they fulfil the same VTL requirements

**Non-VTL travellers will not be able to board VTL Flights to enter Singapore*
**Travellers with travel history to or will transit via a non-VTL or non-Category I country/region prior to a VTL flight to Singapore will not be eligible to arrive in Singapore*

VTL Short-term Visitor Journey to enter Singapore (1 of 2)

Step 1 Application

- Apply for a Vaccinated Travel Pass 3-60 days before intended arrival date*
- Meet required 7-day travel history prior to departure
- Have required proof of vaccination (Fully-vaccinated with a WHO-EUL vaccine)

⚠ If a visitor is facing issues uploading a QR code/applying for a VTP, despite meeting the requirements, please write to the Safe Travel Office using the Enquiry Form [here](#) or call the STO Helpline 6812 5555

Step 2 Pre Departure

- Book a designated VTL flight into Singapore
- Book and confirm your stay with any [Hotel Accommodation](#) that accepts VTL guests
- Apply for visa (if required)
- Take a COVID-19 ART (administered by a trained professional) or PCR test within 2 days of departure
- Submit SG Arrival Card with electronic health declaration [online](#)
- Purchase COVID-19 travel insurance from [Singapore-based](#) or overseas insurers
- [Download](#) and register TraceTogether app

⚠ Visitors are encouraged to complete the pre-departure checklist (e.g submit the SG arrival card online) to ensure a more seamless immigration clearance process at the Airport.

*A VTP is valid for single entry into Singapore anytime from your intended date of entry and up to 13 calendar days after.

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VTL Short-term Visitor Journey to enter Singapore (2 of 2)

Step 3 Check-in

- Present the following documents at check-in:
 - 1) Passport
 - 2) Vaccinated Travel Pass
 - 3) Digitally verifiable vaccination certificate
 - 4) Negative PCR/ART test report in English
 - 5) Visa (if required)
 - 6) Registered TraceTogether app holding screen
- Take Designated VTL Flight into Singapore

 Visitors should check and ensure they have the necessary documents in advance to expedite the check-in process.

Step 4 On Arrival

- Present the same documents during check-in at the arrival immigration
- Activate TraceTogether app immediately after clearing immigration
- All commutes made before the traveller is tested negative for Covid-19 on their post-arrival 24-hour ART (see step 5) should only be made using private transport, taxis (including street hailed taxis) or private-hire car services

Step 5 Stay in Singapore

- Take a Unsupervised Self Swab (USS) ART (within 24 hours post-arrival)
- Submit the results [here](#). If you feel unwell, please visit a clinic for medical advice via private transport
- Adhere to prevailing Safe Management Measures in Singapore
- Check-in at locations with Tracetogther app and show vaccination status when asked
- Take a Pre-departure Test (if required by your home country)
- Take any flight out of Singapore

 Vaccination status on the TT app may take up to 24 hours to be updated. Ensure that details registered on the TT app match (e.g name and passport details). Refer to this FAQ [here](#)

Essential Resources



Safe Travel Portal

<https://safetravel.ica.gov.sg>

Latest information on public travel lanes, ATP/VTL/RGL applications



SINGAPORE HOTEL ASSOCIATION

Hotel Accommodation by SHA

<https://sha.org.sg/hotel-accommodation>

Listings of hotels accepting VTL/SHN/RGL/ATP travellers (non-exhaustive)



Safe Travel Concierge

<https://safetravel.changiairport.com>



SACEOS

<https://saceos.org.sg>

Access more information on the SG SafeEvent Standards and Certification



VisitSingapore.com - Travel Widget

www.visitsingapore.com/travel-requirements

Travel Widget to help travellers navigate various travel lanes



STB Corporate Website

www.stb.gov.sg

More information about Grants, Covid-19 Advisory for Tourism Businesses



THANK YOU!



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