

THE DOYLE COLLECTION

LONDON • DUBLIN • WASHINGTON DC • CORK • BRISTOL



REST ASSURED PROGRAMME
MEETINGS & EVENTS
COVID-19 PROTOCOL & HYGIENE POLICIES

DATE OF ISSUE 24.07.2020



MEETINGS

SANITISATION & PREVENTION PROTOCOL

- Event space cleaning procedures have been augmented to include the targeted sanitisation of all contact points including light switches, air-conditioning controls, technical equipment, tables, chairs etc.
- Dedicated cleaning personnel will clean and sanitise all contact points including equipment at agreed intervals throughout the day or evening.
- Hand sanitisers are available to event and meeting attendees in-room and in breakout spaces.
- Writing material including notepads, pens and pencils, are provided for single use only.



PHYSICAL DISTANCING PROTOCOL

- Seating capacities and floor plans are reviewed on an event-by event basis in order to ensure compliance with Government physical distancing guidelines.
- To ensure social distancing, coffee breaks are served by team members. A physical distancing queueing system is in place.

FOOD & BEVERAGE

- Servery-style service (meals served by one team member to each attendee) or alternatively, plated food are available. Self-service buffet or sharing plate options are not available at this time.
- Servery-style service also applies to coffee breaks.

TEAM MEMBERS

- Team members complete a daily health declaration form and undergo daily temperature screening.
- Team members wear appropriate PPE.
- Team members will only enter your meeting room during your meeting, on request. Rooms are generally refreshed during the lunchtime break. If you do not wish to avail of this service, please let us know on arrival.

ACCESS & CAR PARKING

- Self-service parking is available at hotels with on-site parking. Valet parking is not available at this time.



SOCIAL EVENTS

Please note that the maximum number persons attending an event is determined by Government guidelines.

SANITISATION & PREVENTION PROTOCOL

- Event space cleaning procedures have been augmented to include the targeted sanitisation of all contact points including light switches, air-conditioning controls, technical equipment, tables, chairs etc.
- Dedicated cleaning personnel will clean and sanitise all contact points including equipment at intervals throughout the day or evening.

TEAM MEMBERS

- Team members complete a daily health declaration form and undergo daily temperature screening.
- Team members wear appropriate PPE for the protection of all.

ACCESS & CAR PARKING

- Self-service car parking is available at hotels with on-site parking. Valet parking is not available at this time.

PROTOCOL BY EVENT TYPE

DRINKS RECEPTIONS

- Spaces are configured with a minimum level of furniture to facilitate physical distancing.
- A physical distancing queueing system is in place at service stations.
- Tea, coffee, drinks and canapé stations are managed by team members.



PRIVATE LUNCH OR DINNER

- Table and guest spacing reflect Government guidelines.
- Hand sanitising stations are available at the entrance to rooms.
- There aren't any shared items on the table, e.g.
 - Jugged water is poured by a team member
 - Guests are supplied with condiment sachets and individual portions of butter.
- Servery-style service (meals served by one team member to each attendee) or alternatively, plated food are available. Self-service buffet or sharing plate options are not available at this time.

