



HSSE
Conference
2024
April 17th - 19th

**Safeguarding Lives and Livelihood:
Challenges in Health, Safety and Security**

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General Guidelines for In-Person Delegates

GUIDELINES FOR IN-PERSON DELEGATES

1. Please ensure you have completed the registration process to obtain full accreditation. This will grant you access to the conference sessions and related activities. To register, visit the conference website - cclcs.edu.tt/hsse-conference-2024/
2. Swag bags will be available for collection closer to the conference dates. Please keep an eye out for an email notification regarding the collection details.
3. The conference agenda would be sent via email and can be found on the conference website - cclcs.edu.tt/hsse-conference-2024/ which can be accessed either on your computer or mobile device.
4. If you have any questions during the sessions, we encourage you to stand up and approach the microphone situated at the front of the audience. Once you reach the microphone, kindly await the Moderator's permission before posing your question. Please be mindful that virtual participants will also have the opportunity to ask questions, and the Moderator will also be facilitating their participation as well.
5. While attending sessions, we kindly request that you keep your devices on silent mode. If you need to take a call, please step out of the session room to minimise disruptions. Your cooperation in this matter will ensure a smoother and more enjoyable experience for everyone present.
6. Please follow the guidance of Conference staff when navigating the College from one session to the next.
7. Please note that food would be provided for registered delegates on the day.
8. Disrespectful or offensive language or any form of abuse to Presenters, Hosts, Co- hosts, Moderators, staff and your fellow delegates would NOT be tolerated and may result in expulsion of the offender from the activity or the day's activities or entire Conference.
9. Should you need assistance during the day please contact any of our Conference staff on the day or via phone 1-868-609-3064 ext 650 or email hsse@cclcs.edu.tt