

Updated as of 10 August 2021

IMPORTANT

1. As Singapore transits towards COVID resilience, the Multi-Ministry Taskforce (MTF) announced on 6 August 2021 that it would ease Safe Management Measures in two steps. The first will take effect from 10 August 2021 and the second from 19 August 2021, if conditions remain stable.
2. The information in this circular (which includes its annexes) supersedes that in previous advisories or statements.

Key updates for MICE event pilots:

For the period of 10 to 18 August 2021 (both dates inclusive):

S/N	Type of event session	Event size limit
1	Participants are predominantly seated or standing in a fixed position during the session. Examples: Meetings, conferences, and conventions	Up to 500 fully vaccinated participants (as defined in footnote*) at a time, per session
2	Participants are predominantly non-seated and moving about during the session. Example: Exhibitions, networking sessions	Up to 250 fully vaccinated* participants at a time, per session

- All participants must be fully vaccinated*. Otherwise, the event size limit is 50 participants without the need for Pre-Event Testing (PET).
- Participants must adhere to prevailing national guidelines e.g. participants are to be seated in groups of not more than 5 participants if all are fully vaccinated* and must ensure that there is a distance of at least 1 metre between participants at all times. For events exceeding 50 participants, the number of children aged 12 years and below is capped at 20% of the total number of participants.

From 19 August 2021

- If the situation remains stable, MICE event pilots may have up to **1000 participants** at a time if all participants are fully vaccinated* and predominantly seated or standing in a fixed position; or up to **500 participants** at a time if all participants are fully vaccinated* and predominantly non-seated and moving about.
- For forward planning purposes, Event Organisers may continue to engage STB on applications for MICE event pilots that are larger than the current size limit and with food & beverages provided to participants. However, please note that all approvals and MICE event pilots will still be subjected to the safe management measures applicable at the time.

A: PERMISSIBLE EVENTS

1. What constitutes a MICE event?

- a. MICE events refer to business-oriented events such as meetings, conferences and exhibitions arranged or held in the course of business¹ with more than 50 participants which are not held for individual consumers to attend. MICE events with 50 participants or less do not require MTI's approval. Permitted enterprise may proceed to organise the event and adhere to the Safe Management Measures (SMMs) at the Workplace by the Ministry of Manpower. Events that are substantially social, recreational, political or religious in character, such as company D&Ds, networking events or gala dinners, do not fall within the MICE events contemplated here.

Up to 50 participants^ at a time	51 to 250/500 participants at a time
Up to 50 pax per zone Safe distancing of at least 1 metre between individuals at all times	
Adhere to Safe Management Measures (SMMs) at the Workplace by the Ministry of Manpower here . MICE event pilot application is not required.	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.
PET required for all foreign participants who are on a Controlled Itinerary, and any local residents and Business Travel Pass (BTP) holders with recent travel history ² . <i>^includes Event Organisers but excludes premises staff at third party venues</i>	All participants must be fully vaccinated*.

- b. All MICE event applications with more than 50 participants must be submitted to STB for approval by the Ministry of Trade and Industry (MTI). EOs must demonstrate their ability to implement the rigorous Safe Management Measures (SMMs) under STB's Safe Business Events (SBE) framework³.
- c. Work-related events also do not fall within the MICE events contemplated here. These include consumer-facing events (such as product launches, marketing / branding events) and work meetings (among colleagues or with external parties), training, board meetings, HR talks, townhalls, seminars, corporate retreats, Annual/Extraordinary General Meetings, tender briefings to vendors and award ceremonies. The Multi-Ministry Taskforce (MTF) had previously announced that work-related events of up to 50 persons are permitted to be held outside of workplaces/own premises with effect

* An individual is considered fully vaccinated if he/ she has been: a) fully vaccinated, i.e. has received the full regimen of Pfizer-BioNTech/Comirnaty, Moderna or WHO EUL vaccines, with an additional two weeks for the vaccine to be fully effective, b) recovered from COVID-19, or c) has obtained a negative result on a pre-event test taken in the past 24 hours before the expected end of the event.

¹ (a) to discuss or negotiate matters relating to trade, commerce or finance, professional practice or matters, health, arts, science, technology, industry, economics, industrial relations, security, international affairs, the environment or any other cause or matter, whether or not of a similar kind; (b) to temporarily exhibit or display goods of any kind for the purposes of sale or supply; or (c) to promote the trading of goods or the provision of services.

² For the past 21 days. Please refer to GoBusiness for more details on Business Travel Pass (BTP): <https://www.gobusiness.gov.sg/covid-faqs/for-sector-specific-queries/tourism>

³ Under STB's Safe Business Events framework introduced in July 2020 for events of up to 50 participants, EOs must achieve five key outcomes. The framework was created in consultation with the industry and is aligned with international best practices. More information [here](#).

from 22 October 2020. More details on the MTF's announcement can be found [here](#).
FAQs on the Ministry of Manpower's Workplace SMMs can be found [here](#).

2. What events are currently permitted^?

Updated as of 10 August 2021

Event Type	Venues	
Location	Within workplace/ enterprise's own premises	Third party venues (i.e. Venues outside of workplaces/enterprise's own premises) e.g. function rooms
Work-related events	<ul style="list-style-type: none"> • Up to 50 persons* at any time or the maximum number of individuals which the room or venue may accommodate if there is a distance of at least one metre between any 5 individuals, whichever is lower; and • At least 1 metre spacing between individuals at all times <p><i>E.g. Conferences, seminars, corporate retreats, Annual General Meetings, Extraordinary General Meetings, tender briefings to vendors, commemorative ceremonies, ground-breaking ceremonies, award and promotion ceremonies. Participants may include external parties such as business associates, customers as well as members of associations etc.</i></p> <p>* Excludes premises staff at third party venues</p>	
In-house training without 3 rd party service provider Training & educational courses by Education Business	<ul style="list-style-type: none"> • Up to 50 persons** at any time, <u>or</u> the maximum number of individuals which the room or venue may accommodate if there is a distance of at least one metre between any 5 individuals, whichever is <u>lower</u>; and • At least 1 metre spacing between individuals at all times <p>Please refer to GoBusiness Singapore website for more information on Education and Training.</p> <p>**Excludes premises staff at third party venues</p>	
Consumer-facing events	<ul style="list-style-type: none"> • Up to the premises' venue operating capacity, subject to the implementation of safe management measures • Up to prevailing group size limit of 5 customers per group. • At least 1 metre spacing between groups of 5 or fewer customers (prevailing group size) at all times <p><i>E.g. Product launches, store openings and marketing and branding events at enterprise's retail premises.</i></p>	<ul style="list-style-type: none"> • Up to 50 persons (including all persons and vendors except premises staff) at any time <p><u>or</u></p> <ul style="list-style-type: none"> • The maximum number of individuals the room or venue may accommodate to ensure a distance of at least one metre between any 5 individuals, whichever is <u>lower</u> • Up to prevailing group size limit of 5 customers per group • At least 1 metre spacing between groups of 5 or fewer customers (prevailing group size) at all times.

		<p><i>E.g. Product launches, roadshows, fairs, marketing and branding events at hotel function rooms</i></p> <p><i>Roadshows/ fairs are not allowed at public transport nodes, HDB areas, mall atriums, etc. These events are only permitted in hired function centres.</i></p>
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^Please note that the prevailing respective sector specific requirements and Safe Management Measures under the COVID-19 (Temporary Measures) (Control Order) Regulations 2020 and the COVID-19 (Temporary Measures) (Performances and Other Activities – Control Order) Regulations 2020 continue to apply.

Workplace events which are substantially recreational or social in nature (such as gala dinners, networking functions, company D&Ds) are currently not permitted.

Food and drinks are not allowed at work-related and consumer-facing events.

Please see details on the updated Requirements for Safe Management Measures (SMMs) at the Workplace by the Ministry of Manpower [here](#). Separately, you may find the FAQs on Workplace SMMs [here](#).

B: MICE EVENT PILOTS

3. How can we start organising a MICE event under STB’s MICE event pilots?

- a. For MICE events of up to 250/500 participants⁴ under the STB [Safe Business Events Framework](#), Event Organisers and Event Venues (collectively, EOs) must submit a joint application, including an event proposal to STB.
- b. EOs must demonstrate their readiness and capabilities to implement the Safe Management Measures (SMMs) required to meet the five outcomes to pilot MICE events in a safe and controlled manner.
- c. STB and the Ministry of Trade and Industry (“MTI”) will review the submitted event proposal and EOs may proceed only upon obtaining MTI’s written approval.

	STB MICE Event Pilots Adherence to Safe Business Events (SBE) Framework
Location	Third Party Venues (e.g. External venues such as function rooms in hotels or convention centres, or attractions)
Event Type	Meetings, Conferences, Exhibitions <ul style="list-style-type: none"> • Not consumer facing (B2C) (e.g. roadshows, product launches, fairs, marketing and branding events etc.) • Not predominantly social in nature • Not predominantly internal facing (e.g. attended by employees only)
Examples	A business-oriented event attended by professionals or business entities to exchange knowledge or to discuss a particular subject, a trade association convening for an education session or panel discussion etc.
Safe Management Measures (SMMs)	Comply with STB’s Safe Business Events (SBE) Framework
Zone/ Groups	<ul style="list-style-type: none"> • Limited to ≤ 5 pax per group • Limited to ≤ 50 pax per zone

4. How do I apply? How long is the application process?

- a. The application form must be jointly completed by both the Event Organiser and Event Venue (collectively, EOs).
- b. We strongly encourage EOs to submit their applications as early as possible (**preferably 3 months in advance**) to cater sufficient time for planning, registration and marketing. Minimally, EOs should submit their application **at least 1 month before the event date**.

⁴ Participants of the event include attendees, exhibitors, media attending the event, speakers, participants’ liaison officers, etc. EO staff who are also participating in the event (e.g. as speakers, audience members, etc) are included in the total operating capacity. All other EO staff and external service providers are excluded. All participants must be a) fully vaccinated (i.e. has received two doses of either Pfizer-BioNTech/Comirnaty, Moderna or WHO EUL vaccines, with an additional two weeks for the vaccine to be fully effective), b) recovered from COVID-19, or c) has obtained a negative result on a Pre-Event Test taken in the past 24 hours before the expected end of the event.

- c. Each MICE event and its related marketing efforts may be carried out only after receiving approval from STB and MTI.
- d. Please note that STB and MTI will take up to **14 business days to assess** each application.