Tips on Units' Review and Guarantee Mechanism of "COVID-19 Vaccination" of the 5th CIIE

I. Epidemic prevention requirements

In principle, all domestic staff and participants (Special guest otherwise) shall accept full COVID-19 vaccination 2 weeks before entering the alert area. If the conditions are met, the booster immunization shall be accepted as required.

During this session of CIIE, we will compare COVID-19 vaccination records of all domestic staff and participants at backstage.

II. Work requirements

(I) **Exhibitors，visitors，and other participants：** The **participants** did accept full COVID-19 vaccination before the first entry into the hall, and could provide "COVID-19 vaccination certificate" and other relevant certification materials, their units may review and guarantee the certification materials uploaded by the "individual" (or uploaded by the unit) through the "Personnel Health Information Collection" system, and authorize the individual's admission in terms of "vaccination".

(II) **Staff （including service guarantee personnel）:** The **staff** did accept full COVID-19 vaccination before the first entry into the hall (If the conditions are met, the booster immunization shall be accepted as required), and could provide "COVID-19 vaccination certificate" and other relevant certification materials, their units may review and guarantee the certification materials uploaded by the "individual" (or uploaded by the unit) through the "Personnel Health Information Collection" system, and authorize the individual's admission in terms of "vaccination".

III. Operation process

(I) **Upload certificate materials.** In CIIE APP and WeChat mini-program, individuals shall upload their "COVID-19 vaccination certificate" (or upload it by their unit) according to the page prompts: "Smart epidemic prevention - Fill in/ Check health information - **Upload Personal Health Information**" section.

Note: Not the column of "COVID-19 Vaccine Appeal".

(II) **Unit's review and guarantee.** The individual's unit shall review the relevant certification materials uploaded by the individual at backstage through the "Personnel Health Information Collection System" and conduct "**Review and Guarantee**" if its validity can be accepted.

(III) **Open vaccine permission**. Five to ten minutes after the unit completes "**Review and Guarantee**", the "Vaccination " admission will be opened first.

(IV) **Check information status.** Individuals may follow the vaccine data comparison progress via "Fill in/ Check health information - Personal health information".

IV. Other matters

It is recommended that individuals upload their "vaccination certificate" **within 48 hours** before their first entry into the hall, and remind their units to review and guarantee in time.

Appendix 1: Guidance on Operation

Appendix 2: Sample of "Vaccination Certificate"

Appendix 3: Unit's Informed Guarantee Commitment

Appendix 1:

Guidance on Operation

I. How to upload information

Approach I: Individual upload

1.Enter the "Smart epidemic prevention" page through CIIE APP and WeChat mini-program
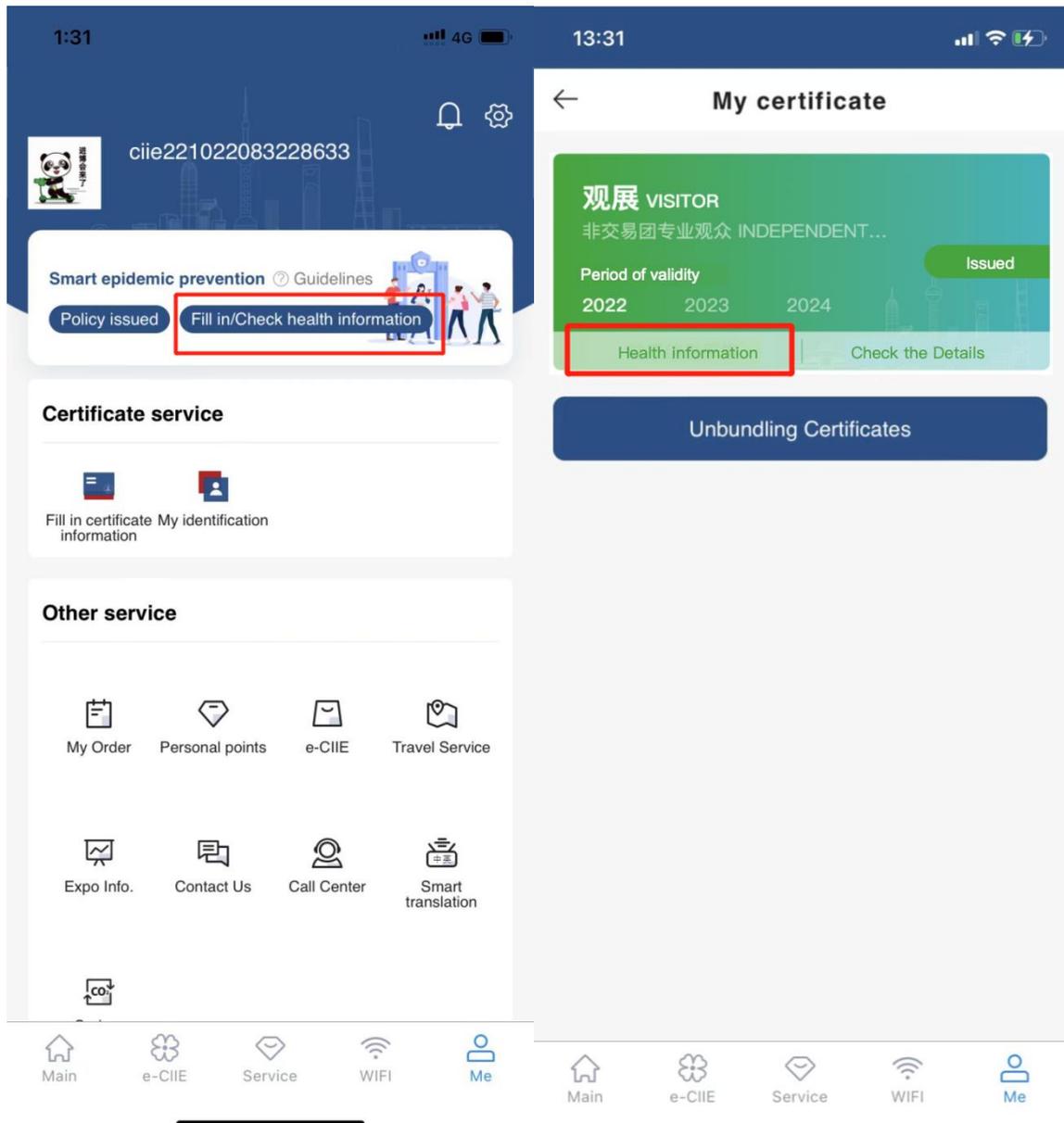
2. After filling in health commitment and health information according to the interface process, you can click "**Upload personal health information**" in the personal health information interface, which is not the COVID-19 vaccine appeal column.

3. Click to enter and upload the individual "COVID-19 Vaccination Voucher".
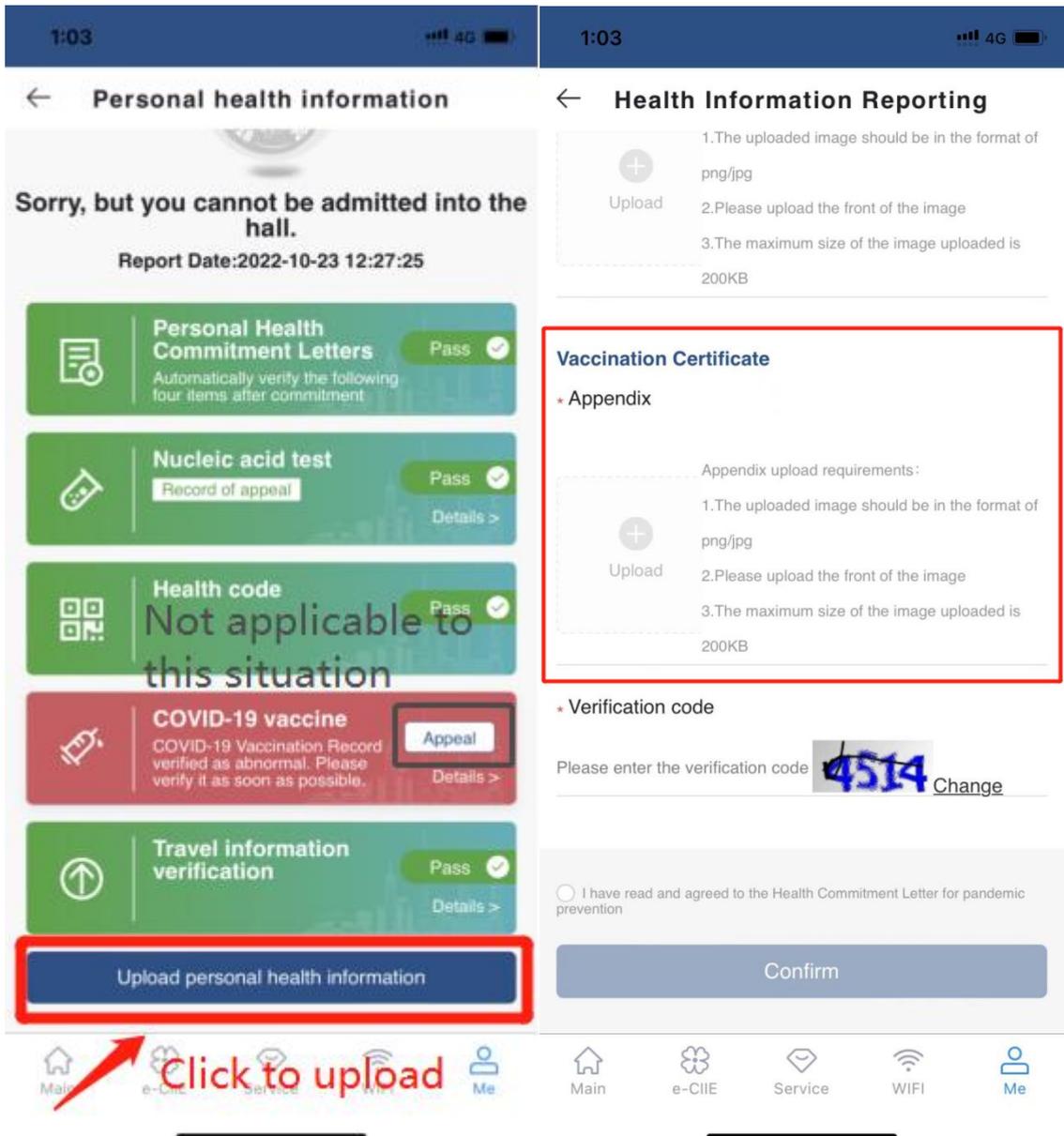
Approach II: Uploaded by unit

The unit may log in to CIIE comprehensive service platform (www.ciie. org), and fill in the form as "unit" according to the system prompts through the "personnel health information collection" service function.

II. How to review and guarantee

Taking "professional visitors" as an example, their units can authorize admission in terms of "vaccination" via following steps:

(I) Log in the system for professional visitors, click "Fill in health information"

(II) Click the "Vaccination Review and Guarantee" to enter the list page
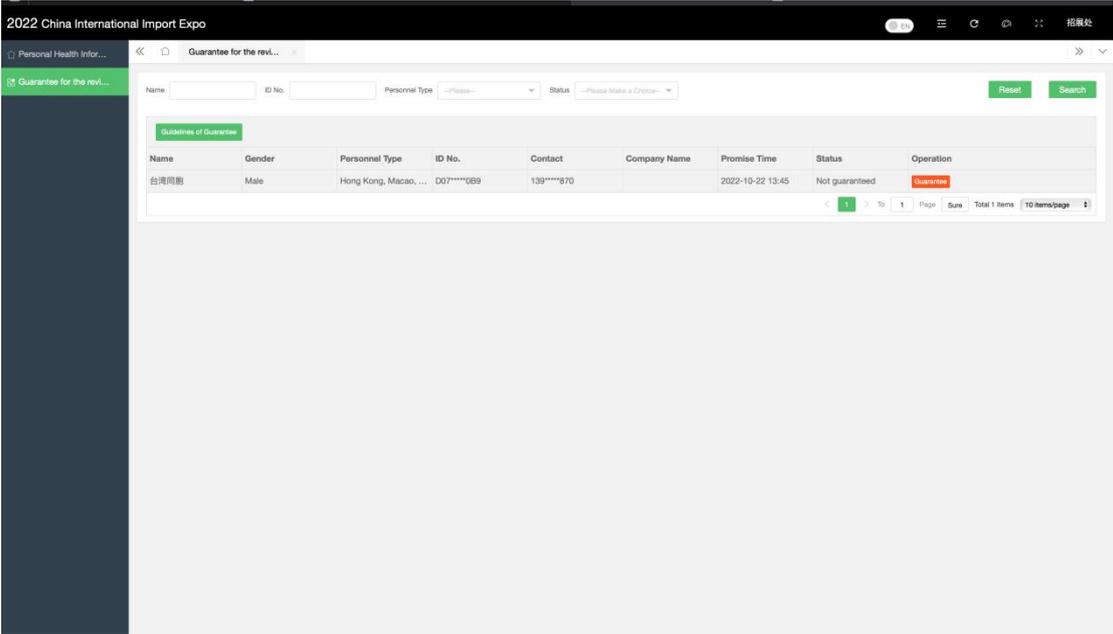
(III) Select the person to be guaranteed and click "Vaccine Guarantee" for the corresponding page
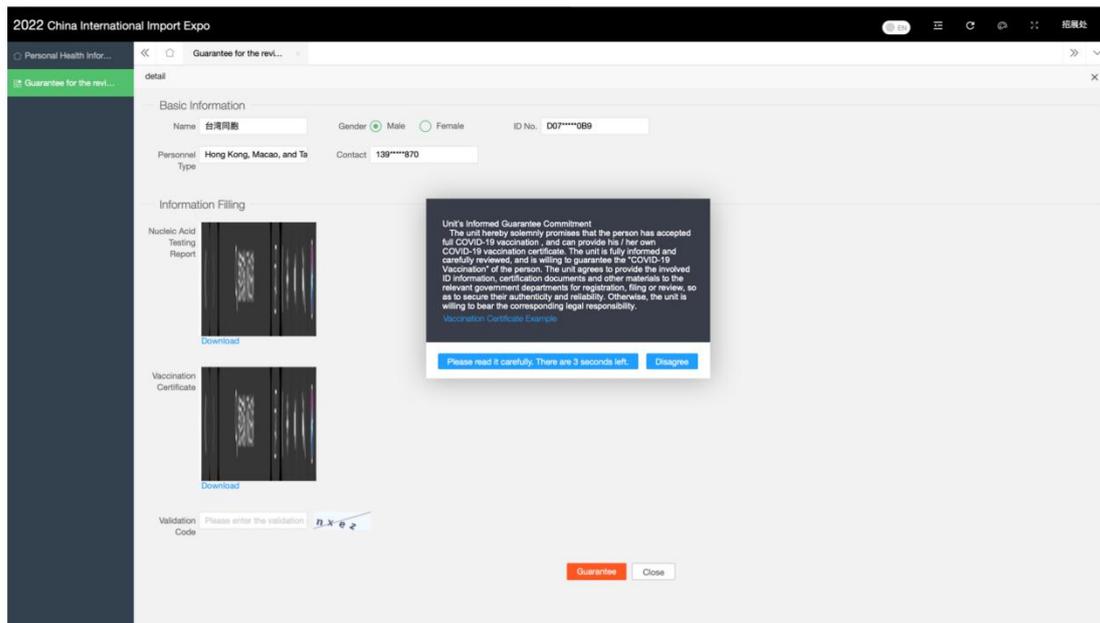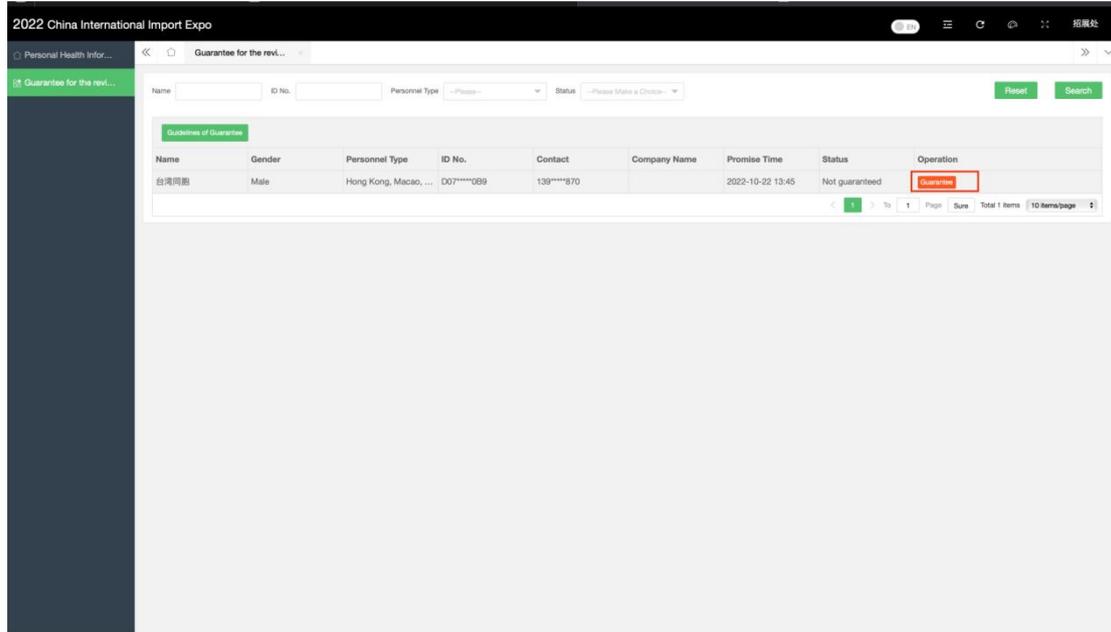
(IV) Click "Agree" to start vaccine review, click "Vaccination Certificate" to review
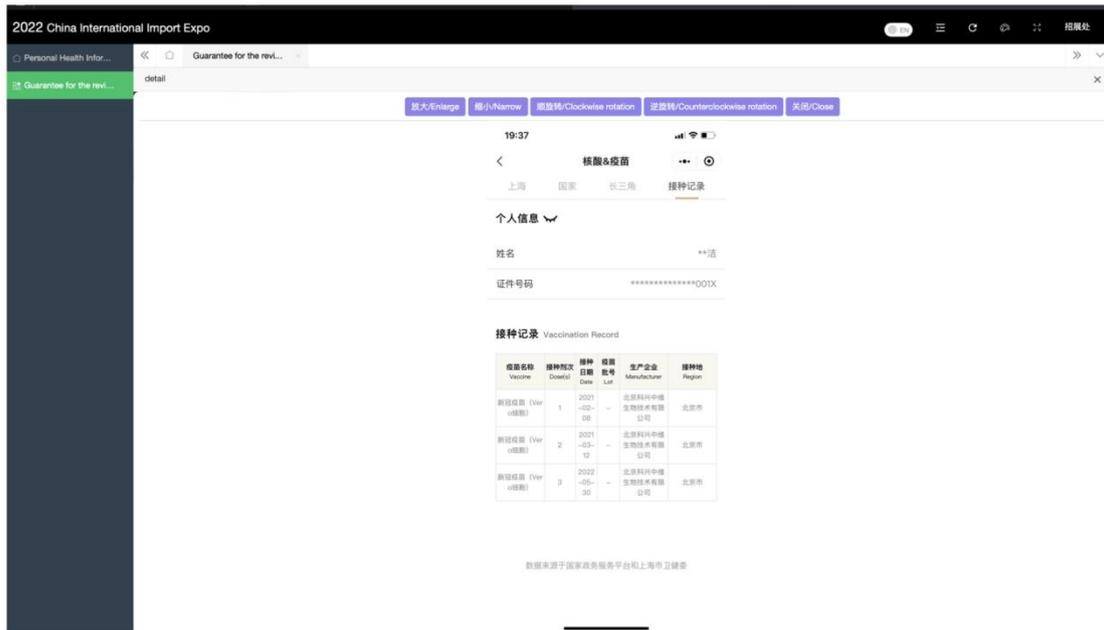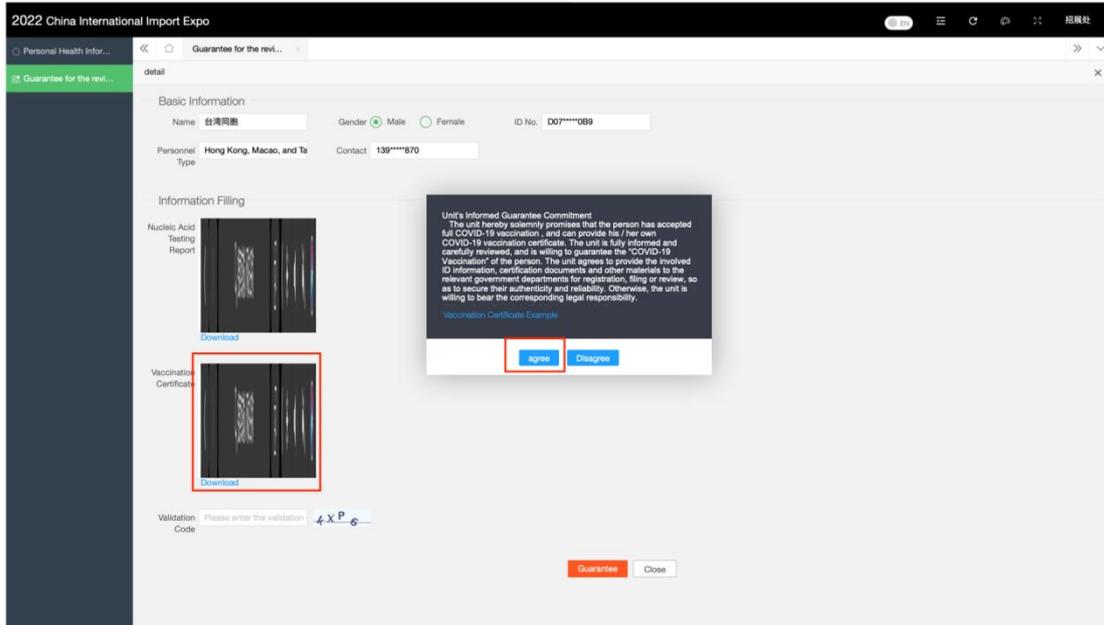
(V) After the review, check "I promise that the information filled in above is true and effective", and click "Vaccine Guarantee" to complete the review and guarantee
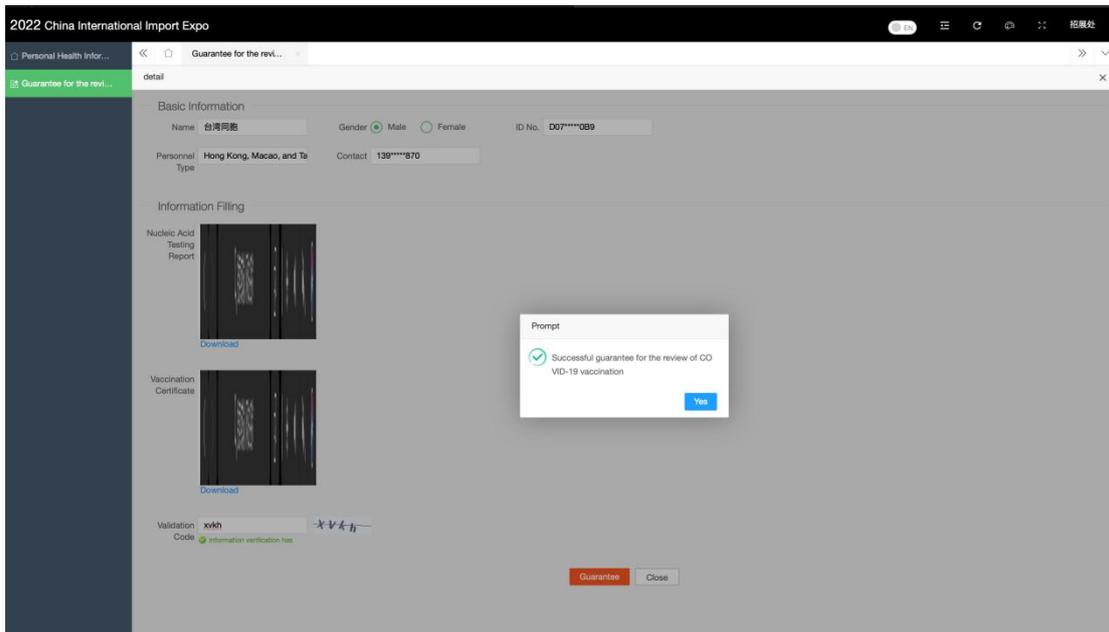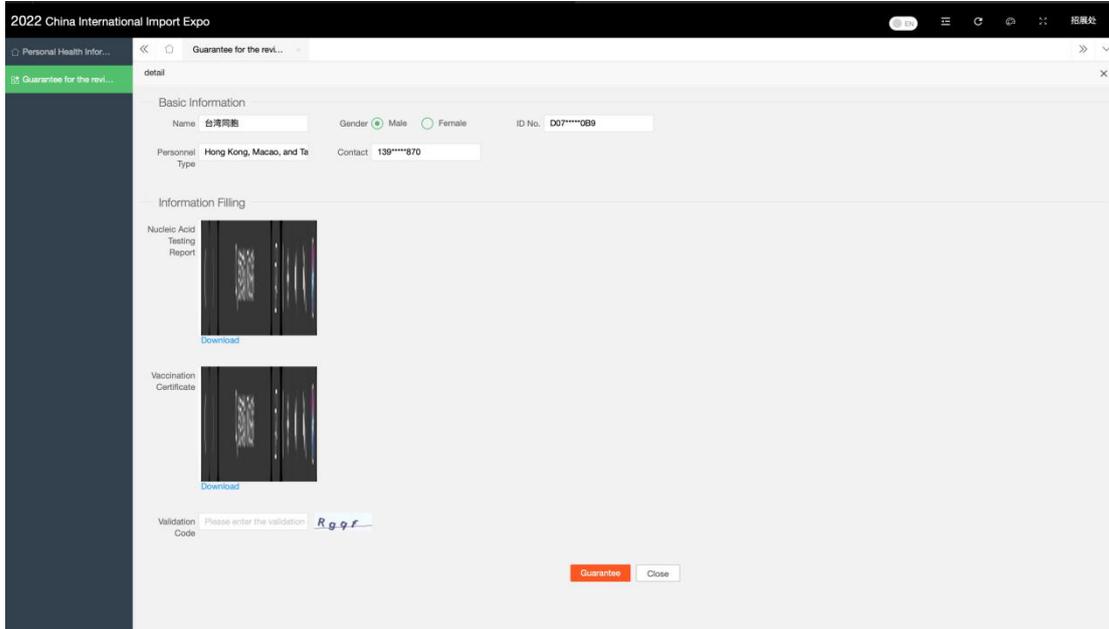
Appendix 2:

Sample of "Vaccination Certificate"

The clear text of name, ID number and other relevant ID information and vaccination time (sample for reference) is required.

(I) Overseas COVID-19 vaccine. The "COVID-19 Vaccination Record Card" or other valid full vaccination certificate is required.

Sample 1, 2 and 3

(II) The full vaccination records displayed in local information systems such as "Health Kit", "Health Code", Alipay, and vaccination institutions in all provinces, autonomous regions and cities.

Sample 4

（**III**） **Effective vaccination records issued by other third parties**

Sample 5

Appendix 3
Unit's Informed Guarantee Commitment

The unit hereby solemnly promises that the person has accepted full COVID-19 vaccination, and can provide his / her own COVID-19 vaccination certificate. The unit is fully informed and carefully reviewed, and is willing to guarantee the "COVID-19 Vaccination" of the person. The unit agrees to provide the involved ID information, certification documents and other materials to the relevant government departments for registration, filing or review, so as to secure their authenticity and reliability. Otherwise, the unit is willing to bear the corresponding legal responsibility.