

SAFETY AND FIRE PROTECTION FOR EVENTS

Status: June 2016



RheinMain
CongressCenter



Safety and Fire Protection Regulations for Events

Scope and Coverage: These Safety and Fire Protection Regulations (hereinafter called safety regulations) are based essentially on the regulations of the Hessische Versammlungsstätten-Richtlinie (H-VStättR) *Directive for Places of Public Assembly* published by ministerial decree in the state of Hessen. The safety regulations are binding for all companies, organisations and persons who run events or provide services for the running of events in the Rhein-Main-Hallen Wiesbaden, in the Wiesbaden Kurhaus and in the Jagdschloss Platte (hereinafter called venue). They are a component part of the contract concluded between Rhein Main Hallen GmbH or the Kurhaus Wiesbaden GmbH (hereinafter called operator) and the organiser. The organiser shall ensure that their employees and third parties contracted by them observe the safety regulations. Contracted third parties shall be contractually bound by the organiser accordingly.

The special "Safety Regulations for Trade Fairs and Exhibitions" also apply for holding trade fairs and exhibitions. Further safety and fire protection requirements for an event can be made on the part of the building supervisory authority, the fire brigade, the office of public order or the police, in particular, if there is increased risk for persons or material assets due to the nature of the planned event.

Contents

1. Obligatory Notification and Authorisation Requirements

- 1.1 Official notification and authorisation procedures
- 1.2 Notification and clearance of the course of the event
- 1.3 Altering escape routes and seating plans

2. Responsible Persons, Functions

- 2.1 Organiser
- 2.2 Responsible representative of the organiser / Event Manager
- 2.3 Responsible persons and event technology specialists
- 2.4 Operator
- 2.5 Security staff, medical service
- 2.6 Fire safety watch

3. Safety and Technical Fire Protection Operating Rules

- 3.1 Fire brigade access zones
- 3.2 Observance of escape routes and seating plan
- 3.3 Emergency exits in the venue
- 3.4 Safety equipment
- 3.5 Podiums, platforms and other structures
- 3.6 Stage curtains and scenery
- 3.7 Decorations
- 3.8 Equipment
- 3.9 Props
- 3.10 Flammable packaging materials and waste
- 3.11 Removal of unauthorised structural components, materials
- 3.12 Use of open fire, combustible liquids and gases
- 3.13 Use of candles and fuel gel
- 3.14 Pyrotechnics
- 3.15 Hot work
- 3.16 Laser equipment
- 3.17 Fire alarm system
- 3.18 Technical equipment of the venue
- 3.19 Technical equipment of the organiser
- 3.20 Nails, hooks, adhesive tape
- 3.21 Forklifts, lift trucks
- 3.22 Occupational safety
- 3.23 Sound level at music events
- 3.24 Noise
- 3.25 Smoking ban

Safety and Fire Protection Regulations for Events

4. Safety regulations for trade fairs / exhibitions

- 4.1 Public safety obligation of the exhibitor
- 4.2 Set-up and dismantling work
- 4.3 Driving in halls and exhibiting up vehicles:
- 4.4 Stand area
- 4.5 Exhibition stands and special structures requiring authorisation
- 4.6 Stand building materials
- 4.7 Glass and acrylic glass
- 4.8 Exits from modified stands
- 4.9 Railings / platform protectors
- 4.10 Suspensions / changing the structure of the building
- 4.11 Electrical installations / water supply
- 4.12 Hot plates, spotlights, transformers
- 4.13 Advertising material / advertising
- 4.14 CE labelling of products
- 4.15 Acoustic and optical demonstrations
- 4.16 Waste containers, waste disposal

Sicherheitsbestimmungen für Messen und Ausstellungen

1. Obligatory Notification and Authorisation Requirements

1.1 Official notification and authorisation procedures:

The organiser is responsible for obtaining all of their permits pertaining to the event and for notifying the authorities insofar as no deviating regulation is made in the contract, in the contractual conditions or in these safety regulations.

1.2 Notification and clearance of the course of the event:

The organiser shall notify the operator of the exact course of the event, the seating and set-up planning of the event areas as well as the technical and organisational details, and clear the same with the operator (Mandatory Information form) at the latest four weeks before the event. The organisational and technical details include in particular

- The naming of a “responsible representative” from the organiser, who shall be present on-site during the entire duration of the event
- Whether “event technology masters or specialists” from the organiser shall support the set-up and dismantling as well as the event
- Type and size of structures and suspensions
- Whether equipment / props / decorations shall be brought by the organiser (bring certificates for fire classification)
- Whether activities involving fire hazards (including placing candles) / pyrotechnical effects, the operation of laser equipment or fog / smoke machines is planned (require authorisation)
- Whether artistic or other performances shall take place in the auditorium
- Whether a technical rehearsal is planned

1.3 Escape routes, seating and exhibition plans:

The rental of the event areas and rooms is based on officially authorised escape routes, seating and exhibition plans with fixed guest capacity. Changing escape routes and seating plans by changing the permissible number of guests, the authorised arrangement or number of tables and chairs or by additional structures and installations shall only be with the consent of the operator and after presentation of any official permits that may be required. The same applies for any seating or exhibition plans made by the organiser. The duration, cost and risk associated with the eligibility for authorisation of new or altered plans are at the full expense of the organiser. The operator shall support the organiser in creating and / or changing corresponding plans as well as obtaining relevant permits on request.

2. Responsible Persons, Functions

2.1 Organiser: The organiser is responsible for the entire event programme and the safe course of the event. This includes complying with the public safety obligation inside the venue in terms of the decorations, equipment, props, structures, platforms, suspensions, laid cables as well as technical stage, studio and lighting equipment brought by the organiser or their aids or vicarious agents for the duration of the rental period. The organiser is obligated, in particular, to ensure compliance with event-related operating

regulations stipulated in H-VStättR §§ 31 to 43 while observing and being subject to these safety regulations. The same applies for compliance with, that is, fulfilling official orders, requirements and conditions. The overall authority and power to issue directives of the operator towards the organiser or their aids and vicarious agents shall remain unaffected by this (see also 2.4)

Should the nature of the event so require, the organiser shall draft a special safety concept pursuant to § 43 par. 1 H-VStättR and mutually agree the same with the operator and the authorities responsible for safety and order, in particular the fire brigade, police and emergency services.

2.2 Responsible representative of the organiser, Event Manager:

The organiser shall provide the operator with the name of at least one employee who, as “responsible representative” of the operator, shall be entitled and obligated to take necessary decisions for the safety of the event during the same. The “responsible representative” of the organiser shall assume the function and duties of the Event Manager pursuant to § 38 par. 2 and 5 H-VStättR if requested by the operator. The responsible representative shall take part in the inspection of the venue object and familiarise themselves with the venue and the rented facilities. Name and telephone number of the “responsible representative” shall be forwarded to the operator at the latest four weeks before the event.

The responsible representative of the organiser / Event Manager is obligated to be present until the end of the event, shall be reachable at all times, and, if necessary, shall take necessary decisions in coordination with the “Duty Manager” (hereinafter called DM) named by the operator, the fire brigade and the police. The responsible representative of the organiser / Event Manager shall ensure that the visitors to the event comply with the house rules.

The responsible representative of the organiser / Event Manager is obligated to stop an event in coordination with the DM named by the operator if a risk to persons in the venue requires this, equipment, systems or devices required for safety do not function or if safety-related operating rules are not observed.

2.3 Responsible persons and event technology specialists:

The setting up and dismantling of technical stage, studio and lighting equipment in the venue shall be carried out under the management and supervision of qualified specialists. The organiser shall inform the operator in time before the event whether they will bring their own qualified personnel pursuant to §§ 39, 40 H-VStättR. If this is the case, the operator can reduce their own technical staff at their discretion.

All permanently installed equipment in the venue shall be operated by technical experts from the operator only. The number shall be determined by the operator on a case by case basis. The cost incurred for the deployment of technical specialists shall be borne by the organiser.

2.4 Operator: The operator and persons contracted by them are entitled and obligated to carry out random inspections to establish whether the provisions of the

Sicherheitsbestimmungen für Messen und Ausstellungen

H-VStättR and these safety regulations are observed by the organiser. The DM named by the operator is entitled to exercise the domiciliary rights towards all persons inside the venue in this context. The DM shall have direct authority to issue directives in the event of violation of these safety regulations and in particularly hazardous situations.

The operator and the DM named by them shall be granted access to all rooms and areas at all times. In the event of a violation of these safety regulations and of event-related legal provisions or official orders, the operator can demand the immediate rectification of the deficiency by the organiser and, if this is not possible or the rectification of the deficiency is refused, can demand the evacuation and surrender of the subject matter of the contract. If the organiser does not comply with a corresponding demand, the operator and the DM commissioned by them shall be entitled to stop the event at the expense and risk of the organiser.

2.5 Security staff, medical service: The size of the security staff and the medical service (number of persons required) depends on the nature of the event, the number of visitors and the event-specific requirements and risks in each case. The organiser shall bear the cost for these services. Only companies and persons approved by the operator who are familiar enough with the venue in the case of an emergency-related evacuation shall be deployed as security staff.

2.6 Fire safety watch

The presence of a fire safety watch from the fire brigade is generally required for events at which scenery with an area in excess of 200m² is used. The same applies for events with an increased risk of fire. If there are no official orders to appoint a fire safety watch for the respective event, the operator shall decide on the necessity for and size of a fire safety watch. The organiser shall bear the cost for the deployment of a fire safety watch.

3. Safety and Technical Fire Protection Operating Rules

3.1 Fire brigade access zones, hydrants: The fire brigade access routes and deployment areas marked by no-stopping signs in front of the venue shall be kept clear at all times. It shall be possible to move vehicles and objects belonging to the organiser, the exhibitor and the companies contracted by them, which are parked briefly on the areas and access routes for loading and unloading, without delay at all times. It is strictly forbidden to restrict these areas with vehicles or other objects during the event (from admission time). Vehicles and objects shall be removed at a cost.

3.2 Observance of escape routes and seating plan: The authorised escape routes and seating plans shall be strictly complied with when setting up tables and chairs, and erecting and arranging podiums, scenery or exhibition stands. The pathways and aisles marked in the plans act as escape routes in the event of an evacuation of the venue and shall be kept clear at all times.

3.3 Emergency exits in the venue shall also be kept

clear at all times. It shall be possible to fully open the doors on the escape routes at all times. Escape routes, exits, emergency hatches and their signs shall not be obstructed, blocked, covered or otherwise concealed. Corridors and aisles may not be constricted by objects placed in or protruding into them at any time.

3.4 Safety equipment: Fire alarms, fire extinguishers, trigger points for smoke extraction systems, smoke alarms, door closing gear and other safety equipment, the signs pointing to them as well as the green emergency exit signs shall be accessible and visible at all times; they shall not be obstructed, blocked, covered or otherwise concealed in any way.

3.5 Podiums, platforms and other structures brought to the venues require notification of the operator in advance. They shall be designed such that their stability cannot be impaired by dynamic vibrations. The supporting construction of podiums and structures with an area exceeding 20m² shall be made of non-combustible building materials. Generally accessible areas directly adjacent to areas lying at least 0.2m lower shall be protected by railings. These shall be at least 1.10m high. Accessible single-level platforms cannot be more than 0.20 m above floor level. Ladders, steps, catwalks and stairs shall comply with the accident prevention regulations.

3.6 Stage curtains and scenery shall be made of flame-resistant material (in accordance with DIN 4102 at least B1 or in accordance with EN 13501-1 at least class B/C s1 d0). The operator can insist that the organiser present certificates for the flame-retardancy of objects accordingly. They shall be far enough away from spotlights and other sources of ignition to prevent the material from catching fire.

3.7 Decorations: Materials, decorations and curtains used to decorate events shall be made of flame-resistant material (in accordance with DIN 4102 at least B1 or in accordance with EN 13501-1 at least B/C s1 d0). The operator can insist that the organiser present certificates for the flame-retardancy of decorations accordingly. Decorations in necessary corridors, stairwells and landings (escape routes) shall be made of non-combustible materials. Materials that are used repeatedly shall be re-inspected for flame-retardancy, and re-impregnated, if required. The operator can insist that the organiser present certificates for the flame-retardancy of objects.

Decorations shall be far enough away from spotlights and sources of ignition to prevent the material from catching fire. Decorations shall be directly attached to walls, ceilings or equipment. Freely suspended decorations shall only be permitted if they are at a distance of at least 2.50m from the floor. Decorations made of real plants shall only be used in the rooms as long as they are fresh.

The use of **balloons** and other **flying objects** shall be authorised by the operator. The operation of these flying objects shall at no time obstruct or damage the technical safety equipment. Balloons shall be filled with safety gas.

3.8 Equipment (= sections of stages and scenery)

Sicherheitsbestimmungen für Messen und Ausstellungen

such as wall elements, floor elements and ceiling elements in stages and scenery shall be made of flame-resistant material (in accordance with DIN 4102 at least B1 or in accordance with EN 13501-1 at least class B/C s1 d0). The operator can insist that the organiser present relevant certificates for the flame-retardancy of equipment.

3.9 Props (= furnishings and fittings from stages and scenery) such as furniture, lamps, pictures and crockery shall be made at least of normally flammable material. Flammable material shall be kept far enough away from sources of ignition, spot lights and heaters to prevent the material from catching fire.

3.10 Flammable packaging materials and waste shall not be stored in the venue. No packaging or residue from flammable materials shall be stored under stages, scenery and platforms. The organiser shall ensure that all materials (trimmings, packaging, decorations etc.) as well as installations and structures brought into the venue by them or their contractors are completely removed without a trace after the end of the event.

3.11 Removal of unauthorised structural components, materials: Structures, equipment, props and trimmings (materials) brought into the venue which are not approved or do not comply with these technical safety regulations or those of the H-VStättR are not authorised for set-up in the venue and, if necessary, shall be removed or altered at the expense of the organiser.

3.12 Use of open fire, combustible liquids, gases, as well as the exhibition or operation of vehicles with combustion engine require obligatory notification and authorisation. This shall only be possible if the operator is informed about the intended use in time before the event and the required fire protection measures are mutually agreed with the fire brigade.

3.13 Use of candles The intended use of candles ("contained light") as table decoration requires authorisation by the operator in advance. The condition for this is that the operator was informed of the use thereof in time before the event.

3.14 Pyrotechnics The use of pyrotechnical objects shall be supervised by a legally qualified explosives expert and applied for by the organiser at the responsible authorities. The approval and proof that the owner has the permit / certificate of competence shall be presented to the operator. It is not possible to store pyrotechnical objects in the building. A risk analysis (flames, sparks, glare, heat radiation etc.) shall be conducted for pyrotechnical effects which pose a particular threat due to their type or the proximity of the ignition site to equipment or persons. Costs incurred for potential official permits and the securing of the scenery / stand area / event area when using pyrotechnical objects shall be at the expense of the organiser / exhibitor / customer.

3.15 Hot work: Welding, cutting, soldering, melting and grinding are forbidden in the venue. Exceptions shall only be permitted after advance notification and clearance with the operator. Normally, a fee-based fire safety watch shall be provided who has supervisory powers, is equipped with suitable extinguishing

agents, and shall remain present from the beginning to the completion of the work.

3.16 Laser equipment: The organiser shall notify the operator and the relevant authorities of the intended operation of laser equipment in time at least 6 weeks before the event and coordinate the same with them. When operating laser equipment, the requirements of the Occupational Health and Safety Regulations for artificial optic radiation, 2006/25 EG/ OStrV, of DIN EN 60825-1, of DIN EN 12254 as well as the requirements of DIN 56912 for show lasers shall be observed. Class 3R, 3B or 4 devices / equipment must have been inspected where they will be set up by an officially appointed and sworn expert and declared safe before being taken into operation. The inspection certificate, the written appointment of a laser protection officer for operating the laser equipment and proof of relevant liability insurance shall be attached to the notification.

3.17 Fire alarm system: An automatic fire alarm is installed in the Rhein-Main-Hallen and in the Kurhaus, which informs the fire brigade when set off. The organiser shall inform the operator about the use of torches, candles, open fire, heat, special dust generation, fog / smoke machines etc. in time in order to deactivate the system. The cost of a false alarm caused by failure to comply with regard to this obligation on the part of the organiser shall be borne by the organiser.

3.18 Technical equipment of the venue: As a rule, all permanently installed building service facilities in the venue and all rented technical equipment (public address systems etc.) shall only be operated by the operator and the service partners contracted by the same; this also applies for connecting to the light, sound and power system of the venue. Insofar as nothing to the contrary is agreed in advance, the organiser shall have no right to demand that the operator remove own technical equipment from the rooms.

3.19 Technical equipment of the organiser: The technical equipment brought by the organiser or that of companies contracted by the same shall comply with general engineering standards in terms of safety and functionality. Electrical systems and system components shall not be accessible to visitors; they shall be secured in such a way that a risk to visitors is precluded. The operator shall be notified about planned suspensions from the hall ceiling in time by submitting a suspension plan; these require authorisation. If suspensions are possible, the organiser shall then receive the available suspension points and permissible suspension loads from the operator. The party ordering the suspension point shall assume the further connection of the constructions for suspending or objects while observing the accident prevention regulations and applicable engineering standards. This applies for the use of electric chain hoists in particular. The order made by the organiser shall include a verifiable, dimensioned floorplan in which the provided suspension loads per point and the position of the desired suspension points above the stand area or event area are visible. In addition, technical specifications for the suspended component (construction, system traverses, installation parts etc.), the planned assembly procedure (lift with chain hoists / from other access equipment) the type of safety mechanism (2.

Sicherheitsbestimmungen für Messen und Ausstellungen

safety mechanism) shall be presented in a verifiable form with the order. With regard to safety, the provisions of the accident prevention regulations DGUV-V3, DGUV-V17, DGUV-V54 in particular, including the appropriate information and specification provisions (cf. BGI 810) shall be observed. Technical equipment that does not comply with these minimum safety requirements shall not be used in the venue.

3.20 Nails, hooks, adhesive tape: The driving in of nails, hooks and the like to floors, walls or ceilings is forbidden. Countersinking bolts is also not permitted. The placing of rugs or other decoration material directly on the floor by the organiser shall be in such a way as to prevent the risk of persons slipping, tripping or falling. Only adhesive tape, which shall be completely removed without a trace, shall be used for fixing. Self-adhesive carpeting is not allowed. A cleaning fee shall be charged for above-average soiling or adhesive materials that are difficult to remove. The operator reserves the right to enforce further claims in the event of damage.

3.21 Forklifts, lift trucks Driving in foyer and hall areas shall only be permitted after advance authorisation by the operator. A permit shall only be possible if the maximum permissible floor load values are not exceeded. Depending on the events in the respective venue, additional requirements may be made of the operating type (electric) and the tyres (hard plastic / or rubber tyres).

3.22 Occupational safety: All set-up and dismantling work shall be carried out in compliance with the applicable legal occupational safety regulations and accident prevention regulations, in particular the DGUV-V1, DGUV-V17. The organiser and the companies contracted by the same are responsible for compliance with the accident prevention regulations and occupational safety regulations. The organiser and the companies contracted by the same shall ensure, in particular, that no persons in the venue are placed at risk during their set-up and dismantling work. If required, the organiser shall provide barriers to secure danger areas, and ensure appropriate coordination of work procedures by deploying a coordinator. If this is not possible, the organiser shall halt the work temporarily and report to the operator.

3.23 Sound level at music events: Organisers of music performances at which high sound pressure levels (sound levels) are expected shall check if and which safety measures are necessary to prevent harm to the audience. They shall implement the required measures independently. In particular, the organiser shall ensure that visitors and third parties suffer no damage ("loss of hearing and the like") during the event by appropriately restricting the sound volume. As a generally recognised engineering standard, the DIN 15 905 "Event technology - sound engineering" part 5 contains "Measures to prevent the risk of hearing loss of the audience by high sound exposure to electro-acoustic sound technology". This shall be observed by the organiser. The organiser shall, in addition, keep a sufficient number of hearing protectors (e.g. ear plugs) and provide these to the visitors free of charge on request, if the possibility of excessively high sound pressure levels causing harm to visitors cannot be definitely ruled out. This shall be clearly indicated in the entrance area to the venue.

3.24 Noise: The organiser shall ensure that the noise limits set down in immission control law are not unduly exceeded for residents in the vicinity of the venue. The organiser shall organise the set-up, dismantling and the event itself such that exceeding the limits is precluded. The operator shall advise the organiser on this topic on request. If the permissible immission levels are exceeded, the operator shall be entitled to demand that the organiser immediately halt the activities causing the noise.

3.25 Smoking ban: There is a general smoking ban in the venue. The organiser is obligated to enforce the smoking ban during set-up, dismantling and during the event.

4. Safety regulations for trade fairs / exhibitions

The following regulations also apply for trade fairs and exhibitions in addition to these safety regulations.

4.1 Public safety obligation of the exhibitor: The exhibitor is responsible for public safety in the exhibition area rented to them for all visitors to their stand. They shall ensure the safe condition and operation of their exhibition stand and all equipment they bring with them. If the exhibitor transfers the set-up or dismantling of their stand to a stand construction company, the exhibitor shall ensure that the stand construction company fully complies with these safety regulations. The exhibitor is always responsible for compliance with the safety regulations to the organiser and the operator of the venue. In the event of a violation of these safety regulations and violations of legally binding safety regulations, the closure of a stand as well as the halting of set-up and dismantling work can be ordered by the organiser, by the operator and by the responsible authorities.

4.2 Set-up and dismantling work: All set-up and dismantling work shall only be carried out within the framework of the applicable legal regulations pertaining to occupational safety, trade and places of assembly. The exhibitor is responsible for compliance with the regulations. The exhibitor shall ensure that other exhibitors and their service companies are not at risk during the set-up and dismantling work. The exhibitor is responsible for the coordination of the set-up and dismantling work at their stand. If there is a potential threat to persons outside the stand during the set-up or dismantling, the exhibitor is obligated to temporarily halt the work and report to the organiser. The organiser is then responsible for the required coordination of the work. The original condition of the stand shall be restored in the rented exhibition area after dismantling. Any damage that the exhibitor or their representatives cause to the building, the equipment therein or to the outside area shall be reported to the operator without delay. The exhibitor shall be liable for damage to ceilings, walls, the floor and the installation equipment in the rented stand area insofar as they did not notify the operator of relevant existing damage when set-up was started.

4.3 Driving in halls and exhibiting up vehicles: Driving cars or trucks in foyers, halls and other areas inside buildings shall only be permitted if authorised by the operator in advance. Forklifts, lift trucks and "hydra lad-

Sicherheitsbestimmungen für Messen und Ausstellungen

ders" as well as containers shall also only be used if authorised by the operator (see also point 3.21). Vehicles with combustion engines shall only be exhibited in the rooms with maximum five litres of tank content. An inert gas (e.g. nitrogen or carbon dioxide) shall be applied in the tank and the same shall be locked. Additional safety measures in special cases reserved.

4.4 Stand area: The stand area stated in the stand confirmation shall be marked by the organiser if requested by the exhibitor. The stands shall be built on this base area. The exhibitor is notified that minor deviations in the stand dimensions are possible. These can result from the different thickness of the partition walls among other things. Pillars, wall projections, partitions, junction boxes, fire extinguishers and other technical equipment are part of the allocated stand areas. For this reason, only the on-site measurements shall apply for position, location, dimensions and possible installations in the rented area. Claims cannot be made against the organiser and the operator due to deviations from the stand confirmation.

4.5 Exhibition stands and special structures requiring authorisation: All exhibition stands higher than 2.50m, mobile stands, special structures and constructions shall be first presented to the organiser and through them to the operator for authorisation. For this purpose, an inspection log book or certified statics for the construction shall be submitted as a rule.

4.6 Stand building materials: It is not permitted to use materials that are easily flammable, drip when burning or form toxic gases for stand construction. In certain cases, load-bearing construction components may be subject to special requirements for security reasons. DIN 4102 (fire behaviour of building materials, components) or EN 13501-1 shall be strictly observed and complied with. Covers and mesh stretched over stands shall only be permitted if they do not impair the effect of the automatic fire-extinguishing equipment (sprinklers) and are thus sprinkler-compatible (as a rule VDS tested).

4.7 Glass and acrylic glass: Only laminated safety glass shall be used. Edges of glass panes shall be shaped or protected to ensure that they pose no danger of injury. Structural elements fabricated entirely from glass shall be marked at eye level. Glass constructions shall comply with the "technical regulations for the use of accident-proof glazing" (TRAV).

4.8 Exits from modified stands: Stands with an area of more than 100m² or calculated with a capacity of more than 100 persons or with a complex design shall have at least two separate exits / escape routes / emergency exits situated opposite one another. The distance from any position on an exhibition area to an aisle shall not exceed 20m.

4.9 Railings / platform protectors: Areas that are generally accessible and are directly adjacent to areas that are more than 0.20m lower shall be protected by railings.

4.10 Suspensions / changing the structure of the building: The hall statics, ceilings and floors as well as technical equipment of the hall shall not be stressed either by heavy stand constructions, heavy suspensions or heavy exhibits in excess of the permissible design loads. The maximum permissible design load values shall be provided to the exhibitor by the operator on request. Hall

columns / hall supports can be modified without damaging within the permissible construction height inside the stand area. Suspensions from the hall ceiling shall only be possible from the technical equipment for that purpose and shall only be carried out by the operator or contracted specialist companies.

4.11 Electrical installations / water supply: Connections to the existing supply network shall only be made by the operator themselves or by authorised specialist companies familiar with the venue. It is also recommended to commission the specialised companies authorised by the operator for relevant work in the stands. All electrical equipment shall be installed and operated in accordance with the current, valid safety regulations of the German Electrical Engineering Association (VDE). VDE 0100, 0128 and ICE 60364-7-711 shall be observed in particular.

4.12 Hot plates, spotlights, transformers: All heat-generating and heat-producing electrical appliances shall be mounted / installed on non-flammable, heat-resistant, asbestos-free bases to provide extra protection against fire. Sufficiently large distances from any combustible materials, appropriate for to the quantities of heat generated, shall be maintained at all times. Lighting fixtures shall not be attached to any decorations or the like. Electrical cooking appliances and other devices, which pose a danger if left unsupervised, must be switched off after the daily opening hours. It is recommended to bring suitable and inspected fire extinguishers and keep them at the stand.

4.13 Advertising material / advertising: Unauthorised advertising campaigns outside the exhibitor's own stand (e.g. distributing brochures, affixing posters) is prohibited.

4.14 CE labelling of products: Products that do not have a CE label and do not fulfil the conditions set down in § 3 par. 5 of the law on the placing of products in the market (Product Safety Act - ProdSG) shall only be exhibited if a visible sign clearly indicates that it does not fulfil these conditions and can only be purchased if the relevant conformance is established. The required precautions (barriers) for the protection of persons shall be taken in the event of a demonstration.

4.15 Acoustic and optical demonstrations: The operation of acoustic systems and audio-visual performances of any type by the exhibitor require the authorisation of the organiser or the operator, and shall be submitted in writing. The noise level of music performances shall not exceed 60 dBA. In the event of repeated failure to observe these regulations, the power supply to the exhibitor's stand can be disconnected regardless of the resulting power failure for the stand. The exhibitor shall have no claim to compensation for the direct or indirect loss caused by cutting off the power supply. The burden of proof for complying with the rules lies with the exhibitor.

4.16 Waste containers, waste disposal: Any containers placed at the stands for recyclable and residual materials shall not be made of flammable materials. Containers for recyclable and residual materials must be emptied regularly and at least every evening after the close of the fair. Should larger amounts of inflammable waste accumulate, these must be disposed of several times a day. Storing empty containers, packaging and packaging supplies of any kind is not permitted in the stand and

Sicherheitsbestimmungen für Messen und Ausstellungen

outside the stand in the hall. Empty containers, packaging, and packing materials shall be removed without delay.