

FIRE SAFETY AND PANIC PREVENTION REGULATIONS

GENERAL INFORMATION

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The exhibitor must apply the regulations pertaining to fire safety and panic prevention on premises open to the public laid down by the Order of 25 June 1980 (general clauses). The Order of 18 November 1987 sets out the special clauses that apply to exhibitions and trade shows in France. Parts of the aforesaid regulations are explained below for ease of reference.

All projects involving significant construction work must be submitted to the Show's Safety Manager for approval. Plans and technical information must be provided at least two months before the Show begins

During installation, the Safety Manager will ensure that all safety measures listed below are implemented on site. Further information regarding fire safety is available from:

AFS Conseils & Sécurité
Alain FRANCIONI
 76, rue Baudin - 93130 Noisy le Sec
 06 70 61 95 11 / afrancioni@afsconseils.fr

36. Specifics Recommendations

36.1. Restaurant kitchen

- apply the dispositions of § 5

36.2. Application to exhibit working cooking machines which power is > 20 Kw

- The machines have to be considered as "exhibited working machines or appliances" as in the article T 39: **apply the dispositions of § 8**

36.3. Culinary Presentations

- the arranged places for culinary presentations are considered as "exhibited working machines or appliances as a whole" as in the item T 39 : **see § 8**
- If the using energy is gas and if the total power of the cooking machines on the stand > 20 kW, installation of a hood of extraction connected in the exterior of the hall.
- No other points or exhibit working cooking machines at the same time on the stand.

36.4. Culinary Concourse

- The power of the cooking machines presents in each box is limited to 20 kW,
- distance between each cooking unit = 3,00 m,
- partition wall between each box must be M3 classification
- **The use of gas is forbidden**

36.5. Fireplace or apparatus with ethanol

The following constraints apply :

- **a security perimeter around the apparatus (2,00 m)**
- **an extinguisher (CO2) on the stand,**
- apparatus surface temperature < 40° C,
- ethanol reserve, in the stand limited at 5,00 l,
- direct contact with the flame impossible.

36.6. Gas apparatus used at the outdoor (heat, light, etc.)

PROHIBITED USE IN THE HALLS.

37. Regulations Governing Access for People with Reduced Mobility

- The exhibitor must comply with French regulations and with the accessibility order. These regulations specify that all premises and facilities open to the public must allow access to the disabled and to people with reduced mobility. The disabled must be able to access and exit all facilities without assistance:
- Ramps must comply with legal requirements. A slope of less than 4% or 5% up to 10,00 m, or 8% up to 2,00 m, or 10% up to 0.50 m
- The slope must include a level landing at the top and bottom of each ramp run.

38. Stands Construction and Fitting Out

38.1. Materials and fire rating requirements

38.1.1. Exhibitors' obligations

- Exhibitors must have available on site all official reports on the fire resistance classification of all materials used on their stands.
- If official reports are not available, exhibitors must have all fireproofing certificates available on site at each of their stands.

38.1.2. Materials and fire rating requirements

All materials used must have a specific fire rating ((French class or Euroclass).

38.1.3. Requirements

- Stand framework and partitioning: minimum rating **M3 or D** (Euroclass)
- Large furniture (cashdesk, counter, showcase, dividing partition, etc.): minimum rating **M3 or D**.
- Wall covering (natural fabrics or plastic coatings): minimum rating **M2 or C**.
- Curtains, draperies and net curtains: minimum rating **M2 or C**.
- Fixed floor covering: minimum rating **M4 or D**.
- Material covering the surface of podiums, platforms or tiered seating (if height > 0.30 m and surface (S) > 20 sq.m): minimum rating **M3 or D**.
- Loose decorative items (advertising billboards if S > 0.50 sq.m, garlands, light decorative items etc.): minimum rating **M1 or B**.
- Canopies, if building equipped with an automatic sprinkler system, minimum rating M2; if not, minimum rating **M1 or B**.
- Ceilings and false ceilings: minimum rating **M1 or B**.
- Mesh canopies must be certified by the CNPP (a French test laboratory).

38.1.4. Equivalents

- Non resinous solid wood: if thickness > 14 mm, rated **M3 or D**.
- Resinous solid wood: if thickness > 18 mm, rated **M3 or D**.

38.1.5. Wood-based panels (plywood, boarding, particleboard and fibreboard): if thickness > 18 mm, rated M3 or D.

38.2. Construction's rules

38.2.1. Decorative material

- No fire rating required if surface area less than 20% of the item decorated (partition, false ceiling).

38.2.2. Covered stands (ceiling, canopy, raised level)

- Area must be less than 300 sq.m.
- Area > 50 sq.m: requirements:
 - appropriate fire extinguishers,
 - officially qualified fire safety officer present (with a French SSIAP1 qualification or equivalent training in fire safety for public premises),
 - independent security lighting fitted. Independent security lighting must be on standby when the main lighting system is intentionally switched off.
- Canopies must be effectively suspended from a crossed wire mesh (with gaps of 1 sq.m maximum).

38.2.3. Booth with a raised level: *send a folder asking the advice and the approval to AFS Conseil & Sécurité*

The following constraints apply:

- only one raised level is authorized,
- area < 50 sq.m: strength 250 kg/sq.m,
- area > 50 sq.m: strength 350 kg/sq.m,
- if the area accessible to the public > 19 persons : two staircases must be provided,
- handrails must comply with the French standards NF P 01-012 and NF P 01-013,
- **checks to determine the strength and stability of the raised level must be carried out by an approved inspection agency.**

38.2.4. Enclosed stands: *send a folder asking the advice and the approval to AFS Conseil & Sécurité*

- If the enclosed area is greater than 19 persons, two judiciously sited and marked exits must be provided.

38.3. Fireproofing

By means of different procedures or applications, any material which normally would be of medium or high flammability, may obtain the flame resisting qualification of M2. These procedures would be : inflammable liquid spraying, brush application of a paint or special varnish or immersion in a special bath solution.

These operations of fireproofing may be performed by an officially qualified person or contracting company who may issue a homologated certificate giving the following specifications.

The exact names, addresses and telephones may be obtained from the :

Groupement Technique Français de l'Ignifugation :

10, rue du Débarcadère - 75852 Paris cedex 17
tél. : 01 40 55 13 13

38.4. Fire certificates.

At any time, the Show Security Manager may demand exhibitors the official report giving the fire classification of materials used in stand construction or failing this, the equivalent fireproofing certificates.

All coatings, coverings and material meeting the requirements of security are sold in specialized shops, where the quality certificates as regards the classification of fire resistance may be obtained :

Groupement NON FEU

37-39, rue de Neuilly BP 121 - 92113 Clichy Cedex
Tel.: +33(0)1 47 56 30 80 or +33(0)1 47 56 31 48

39. Electricity

39.1. Exhibitors' general obligations

Exhibitors must ensure that the following regulations are applied:

- only fixed wiring may be used for electrical systems,
- cables and wires must be Category C2,

- conduits and wire mouldings used for cable troughs, wireways and cable ducts must be made of flame-retarding material, in compliance with European standards,
- all electrical apparatus, cables and conduits must be earthed,
- if class 0 equipment is to be powered up (exceptionally), it must be equipped with a residual current (maximum 30 mA) differential switch or safety device,
- class I equipment must be connected to the earth wire of the main supply line,
- the use of individual ground plates is forbidden.

39.2. Electrical equipment cabinets and boxes. **Must comply with legislation, namely :**

- must not be accessible to the public,
- must be easily accessible to staff and emergency services,
- must be located a safe distance from all flammable and combustible materials.

IMPORTANT: if total power rating > 100 kVA:

- cabinets and boxes are to be installed in closed premises reserved exclusively for this purpose,
- the premises must be clearly indicated,
- a dry chemical or CO2 extinguisher must be available on the premises,
- partitions must have an M3 fire rating,
- the premises must not be located under a mezzanine that is accessible to the public.

39.3. Halogen lamps (EN 60 698 standard).

Stand lighting that includes halogen lamps must :

- be a minimum of 2.25 metres from the ground,
- be located a safe distance from all flammable materials (at least 0.50 metres from wood and other decorative material),
- be well secured,
- be fitted with safety glass or fine mesh wire, providing protection against the consequences of a bulb blowing.

39.4. High voltage neon signs.

Neon signs :

- must be protected by a screen made of material with an M3 fire rating,
- the power switch must be clearly marked,
- transformers must not be within reach,
- a sign marked "Danger: high voltage" should be visible nearby.

40. Temporary Installations of Cooking Devices Intended for Catering

- cooking devices are authorised if **the total nominal power is lower than 20 kW per stand.**
- **containers of 13 kg of liquid gas BUTANE at most are authorised (PROPANE is prohibited in the hall)**
- just one cooking installation implanted by stand.
- **cookers hoods** must be installed above any apparatus giving off exhalation and vapour. The extractor hood must be closed on 3 sides and hang down 0,80m above the cooking area.
- be provided with one or several fire-extinguishers.

41. Use of Liquefied Hydrocarbon

- containers of 13 kg of liquid gas BUTANE at most are authorised (PROPANE is prohibited in the halls)
- the bottles in use must always be placed out of reach of the public and be protected from shocks,
- 1 bottle per 10 sq.m. at the most with a maximum of 6 per stand,
- no bottle, empty or full, which is not connected, can be stored on the stand,
- the bottles must always be placed upright and the stop valve must remain accessible under all circumstances. Any closed area used for the putting bottles must be supplied with aired openings (the openings must not be obstructed).

42. Machinery

42.1. operational equipment and machinery for demonstration. Must comply with the following rules:

- the Organizer must receive a list of all equipment and machinery that is to be operational at the Show, at least 30 days before the Show begins (see form in annexe),
- such equipment must not present any risks to public safety,
- stationary equipment or machinery (whether or not operational):
 - any dangerous parts must be more than 1 metre from the public thoroughfare or protected by a rigid screen,
 - dangerous parts: moving parts, hot surfaces, blades and sharp objects;
- moving equipment or machinery:
 - must be presented in a protected area where members of the public are kept at a distance of at least one metre from the equipment itself;
- hydraulic jacks presented in a raised static position:
 - the equipment's hydraulic safety mechanisms must be supplemented by a mechanical safety device preventing any untimely activation;
- all equipment must be properly stabilized.

43. Lasers

- Any system using lasers must be submitted to the Departmental Safety Commission at the Préfecture of Seine-Saint-Denis for approval at least 30 days before the Show begins.
- For further information on regulations and authorization requests, contact *AFS Conseil & Sécurité*.

- The dossier (in French) to be submitted to *AFS Conseil & Sécurité*, must include:

- A declaration on plain paper stating that a laser system is to be used.
- Form "Operational equipment and machinery", in annexe
- A technical data sheet with a layout plan of the equipment's position on the stand.
- A document drawn up and signed by the installer, certifying compliance with these regulations

44. Prohibited Equipment, Products and Gases

The following are prohibited at the Show:

- distribution of samples or products containing flammable gas,
- balloons filled with flammable or toxic gas,
- items made of celluloid,
- the presence of ethylene oxide, carbon disulphide, sulphuric ether and acetone,
- the use of acetylene, oxygen, hydrogen or any gas involving similar risks,
- pyrotechnic effects that generate detonation sounds, sparks and flames.

45. Flammable Liquids

The use of flammable liquids is limited to the following quantities per stand:

- 10 litres of category 2 flammable liquids per 10 sq.m of exhibition space, up to a maximum of 80 litres,
- 5 litres of category 1 flammable liquids

46. Emergency Ressources

- these must remain permanently visible and reachable
- if there is a fire hose point (RIA) on the stand, a one-metre wide passage from the aisle must be provided to give permanent access. Signs must be visible.

47. Operating Instructions

- It is prohibited to deposit boxes, cartons and wood on stands or in passageways.
- Daily cleaning is necessary.

OPERATIONAL EQUIPMENT AND MACHINERY FORM

To be returned by 30 days before the opening of the exhibition to:

AFS Conseils

AFS Conseils - 76, rue Baudin - 93130 Noisy le Sec - France
Mob.: +33 (0)6 70 61 95 11 - E-mail: afrancioni@afsconseils.fr

Stand: Pavilion:.....

Company name:

Contact name:

Tel.: Fax:

E-Mail:

1. OPERATIONAL EQUIPMENT AND MACHINERY

refer "Safety Regulations" of the Technical Guide

Type or machine or appliance:

Risks involved:

IMPORTANT: Working machines or appliance must either be protected by a rigid screen or cage, or positioned at least one meter from public aisles, so that dangerous components are kept out of reach of visitors.

2. USE OF PRODUCTS REQUIRING DECLARATION

refer "Safety Regulations" of the Technical Guide

- Source of electrical power in excess of 100 kVA:

Power:

Flammable liquids (other than those in the tanks of motor vehicles):

Nature: Quantity:

Use:

3. USE OF EQUIPMENTS REQUIRING AUTHORIZATION

refer "Safety Regulations" of the Technical Guide

Heat or combustion engine:

Smoke generator:

Radioactive source:

X rays generator:

Laser:

Nota: The Organizer will notify the exhibitor of the relevant authorities' decisions regarding authorization requests.

Date :

Signature :

AUTHORISED MATERIALS AND CERTIFICATES

50 REITERATION OF FRENCH CLASSIFICATION AND EUROPEAN EQUIVALENT¹

- **M0** or European **A** standards: Fireproof
- **M1** or European **B** standards: Flame retardant
- **M2** or European **C** standards: Flameproof
- **M3** or European **D** standards: Moderately inflammable
- **M4** or European **E** standards: Highly inflammable

MATERIALS	AUTORIZED	DOCUMENT TO BE PROVIDED
Wood (or wood-based composite) > 18 mm non-laminated	Pressed wood chipboard (non-laminated), plywood	None (materials equated to M3)
Wood < 18 mm and > 5 mm Wood > 18 mm laminated	Originally M3 or European D standards	Official M3 reports (or material quality labels)
Plywood - Chipboard > 5 mm or wood-based composite	M1 or treated on both sides with fireproof paint, varnish, fire-inhibiting salts by an approved contractor or European B standards	Official M1 reports or fireproofing certificate containing the product name, specification sheet, ate of application
Floor carpeting	Natural: M4 or European E standards Synthetic M3 or European D standards	Official reports
Wall covering and fabrics	M1 or fireproofed or European B standards	Official reports or fireproofing certificate containing the product name, specification sheet, date of application
Plastic materials (plaques, letters)	M1 or European B standards	Official M1 reports
Paints	On M0, M1 or authorized wood supports (nitrocellulose paint banned)	Official back-up reports
Suspended decorations (paper, cardboard)	M1 or fireproofed or European B standards	Official reports or fireproofing certificate containing the product name, specification sheet, date of application
Floral decorations made of synthetic materials	Originally M1 (fireproofing banned) or European B standards	Official M1 report
Affixed or stapled decorations (paper)	Without support documentation if affixed along the entire area or stapled every 5 cm Separate installation	
Furnishing	Large pieces of furniture: M3 or C Light-weight structures: M3 or C Upholstery filling: M4 or D Covering: M1 or B	Official reports or fireproofing certificate (without support documentation if furniture is rented from the Palais)
Glass partitions	Reinforced, tempered, laminated	Official reports, certificates or with a supporting document such as the invoice
Other materials	Approval to be requested	Written reply from the Head of Safety

NB: Official reports: Reports issued by approved French laboratories solely as the statutory controls dated November 1998 now stand or by officially recognized equivalence by any report corresponding to European standards applicable to member countries of the economic union.

HEALTH & SAFETY REGULATIONS

Regulations governing safety and to the coordination of health and safety during build-up and breakdown.

The French Health and Safety Inspectorate and the Regional Health Insurance Fund (C.R.A.M.) make no distinction between the build-up and breakdown of stands at exhibitions and activities on building sites.

The following regulations thus apply:

- **Law No 93-1418 of 31 December 1993** (which implements the European Community Council directive No. 92-57 of 24 June 1992).
- **Order No 94-1159 of 26 December 1994.**

As the main contractor, EQUIPHOTEL has appointed "AFS" to coordinate general health and safety on site to ensure compliance with current legislation.

The Health and Safety Coordinator's remit is to ensure compliance with the prevention regulations stipulated by the Employment laws. These general principles of prevention apply to all the workers and the specific function of the Health and Safety Coordinator takes into account the particular risk associated with the coactivity of companies, i.e. the involvement of a number of companies on the exhibition site during build-up and breakdown periods.

AFS CONSEILS & SÉCURITÉ

76, rue Baudin - 93 130 NOISY LE SEC

Tel.: +33 (0)6 70 61 95 11

E-mail: afrancioni@afsconseils.fr

Accordingly, the coordinator AFS has drawn up a **General Health & Safety Coordination Plan (GHSCP) and Individual Health & Safety Notice (I.H.S.N.)** for exhibitors attached to the Exhibitors' Guide available on www.equiphotel.fr.

These documents detail the regulations which the organiser's suppliers and exhibiting companies (and subcontractors) must abide by during build-up and breakdown operations at VIPARIS Exhibition Centre.

EXHIBITORS: H.S.S. COORDINATION AND MEASURE

The Exhibitor is wholly responsible for the construction, fitting out, breakdown and removal work carried out by his staff and their subcontractors (service providers, decorators, etc.). You may have contracted one or more contractors to build your stand. As such, you are deemed the **principal contractor and project owner for your construction activities.**

In compliance with Article L.235-4 of the French Employment Law, you must appoint a safety coordinator who will draw up a **General Coordination Plan specific to your project and based on the General Specifications.**

This General Coordination Plan must be given to all the companies, in particular to all suppliers concerned with your stand. AFS is on hand should you require any information on implementing the measures set down in the General Coordination Plan. Furthermore, if the build-up and/or breakdown of your stand is liable to disrupt the general organisation of the exhibition, the organiser must be informed.

IMPORTANT

Every company involved in on-site build-up or breakdown operations is responsible for its own safety particularly with regard to third parties. All persons involved in build-up/breakdown operations:

- **Must hold insurance policies that provide full coverage for their activities and site activities.**
- **Must comply with all health, safety and security regulations (e.g. speed limits, direction of traffic, use of handling and all other equipment, etc.).**
- **Must obtain an access badge from the organiser in order to perform all build-up and breakdown operations on site.**
- **Must wear the obligatory equipment (safety shoes) and hard hat for overhead work.**

In any event, you are wholly responsible for all build-up and breakdown operations on your stand.

No work outside the hours specified by the P.G.C.S.P.S. will be permitted without a preliminary declaration to the Inspection du Travail (Employment standards office) and presentation of an exemption certificate to the P.G.C.S.P.S.

When an H.S.S. Coordinator is required: you must appoint and H.S.S. Coordinator, possibly through your stand fitter or decorator, and provide the name and contact details to the organizer's H.S.S. Coordinator (AFS). The Coordinator you have appointed must adhere to the General H.S.S. Coordination Plan.

YOU MUST COMPLY WITH SAFETY REGULATIONS IN FORCE AT ALL TIMES WHEN LOADING AND UPLOADING YOUR PRODUCTS AND EQUIPMENT.

	Number of companies		Please refer to the Safety Instructions Certificate attached
Your stand has been supplied by the organiser.	2	You are not required to set up a Health and Safety Coordination Plan	You must complete and sign THE SAFETY INSTRUCTIONS CERTIFICATE and return it to us
You are installing your own stand. No sub-contractors.	1	You are not required to set up a Health and Safety Coordination Plan	You must complete and sign THE SAFETY INSTRUCTIONS CERTIFICATE and return it to us
Your stand is being installed by a decorator or stand fitter. Your Decorator/Stand Fitter has his own employees and uses no sub-contractors.	2	You are not required to set up a Health and Safety Coordination Plan	You must complete and sign SAFETY COMPLIANCE CERTIFICATE after completing and signing it and obtain a IHSP for your sub-contractors
You are employing the services of several companies to install your stand. e.g. joiners, electricians, lighting specialists, carpet layers, etc.	> 2	You are required to set up a Health and Safety Coordination Plan. You must engage a Health & Safety Coordinator.	You must provide us with your Coordinator's contact details and a copy of the GHSCP for your stand together THE SAFETY INSTRUCTIONS CERTIFICATE
Your stand is being installed by a decorator or stand fitter.	> 2	You are required to set up a Health and Safety Coordination Plan. You must appoint an H.S.S. Coordinator	You must provide us with your Coordinator's contact details and a copy of the GHSCP for your stand together THE SAFETY INSTRUCTIONS CERTIFICATE

EMPLOYMENT, HEALTH AND SAFETY ORGANISATIONS

1 64 00+ 33 (0)1 40 30 57 97	Address	Telephone	Fax
Inspection du Travail	46-52 rue Albert 75640 Paris cedex 15	+33 (0)1 40 45 36 50	+ 33 (0)1 48 56 05 42
CRAM Ile de France	17/19 place de L'Argonne 75019 Paris	+ 33 (0)1 40 05 32 64	+ 33 (0)1 40 05 38 84
OPPBTP Comité Régional	1 rue Heyrault 92660 Boulogne-Billancourt Cedex	+33 (0)1 40 31 75 00	

GLOSSARY

- **P.G.C.S.P.S.** : General Health & Safety Coordination Plan (GHSCP)
- **P.P.S.P.S.** : Individual Health & Safety Plan (IHSP)
- **Notice S.P.S.** : Health & Safety Notice
- **C.R.A.M.** : Regional Health Insurance Fund
- **O.P.P.B.T.P.** : Professional Building and Public Works Insurance Organisation