

4<sup>e</sup> edition

# World Nuclear Exhibition

Paris Nord Villepinte - France



## DECORATOR GUIDE for bare stands

[technique.wne@reedexpo.fr](mailto:technique.wne@reedexpo.fr)

An event by



Organised by



[world-nuclear-exhibition.com](http://world-nuclear-exhibition.com)

[technique.wne@reedexpo.fr](mailto:technique.wne@reedexpo.fr)

## WNE SCHEDULES



BUILD UP			SHOW			DISMANTLING
Saturday 27 <sup>th</sup> Nov.	Sunday 28 <sup>th</sup> Nov.	Monday 29 <sup>th</sup> Nov.	Tuesday 30 <sup>th</sup> Nov.	Wednesday 1 <sup>st</sup> Dec.	Thursday 2 <sup>nd</sup> Dec.	Friday 3 <sup>rd</sup> Dec.
			7.30am - 9am			7am - 12noon Dismantling
8am - 8pm Build-up Bare stands	8am - 8pm Build-up Bare stands	8am - 12pm Build-up Bare stands -equipped modules		8am - 9am		
			9am - 7pm	9am - 6pm		
				6pm - 6.30pm	6.30pm	
			7pm - 7.30pm			
					6.30pm - 12pm Dismantling	



Build-up,  
If you have booked a  
BARE STAND



Build-up,  
If you have booked an  
EQUIPPED MODULE



Deliveries



Visitor opening  
hours



Visitor exit



Dismantling

**SPACE ONLY DELIVERY: Saturday November 27<sup>th</sup> at 8.00 am**

**TURNKEY STANDS AND PAVILLON DELIVERY: Monday November 29<sup>th</sup> at 8.00 am**

## POWER SUPPLY SCHEDULE

BUILD-UP			SHOW		
Saturday 27 <sup>th</sup> Nov.	Saturday 28 <sup>th</sup> Nov.	Monday 29 <sup>th</sup> Nov.	Tuesday 30 <sup>th</sup> Nov.	Wednesday 1 <sup>st</sup> Dec.	Thursday 2 <sup>nd</sup> Dec.
			8am		
				8.30am	
				VISITOR OPENING HOURS	
1pm - 8pm	8am - 8pm	8am - midnight	7.30pm	6.30pm	7.30pm



# ARCHITECTURAL REGULATION

## VERY IMPORTANT

When signing the application form, the exhibitor is committed to respecting and having respected – by decorators, fitters or contractors - all the clauses specified in the WNE General Regulation.

The exhibition organizer reserves the right to have the general fitter modify or dismantle any installation that could interfere with neighboring exhibitors or the public. This set of regulations was drawn up to allow the public to investigate every part of the exhibition and thus enhance the comfort of their visit.

Stands must comply with floorplan limits and must be as open as possible. All decorations and installations must be designed to allow full access to aisles and avoid disturbing neighboring stands as well as allowing a maximum visibility of the show through the stands.

## STAND PARTITIONS

The partitions may neither be painted, pierced, coated nor damaged in any way.

## SPECIAL STAND DECORATIONS

Any project of stand (except equipped stands) must be submitted for approval to the ASTECH before October 27th, 2021 by sending two plans with dimensions (a mass plan and a view from the top), as well as the Certificate of Dismantling.

In all cases, the decoration of the stands, including the sign, cannot exceed 5m in height from the ground.

The ASTECH will verify the stand installations and will refuse all those that do not conform to the project as approved, and/or to the present exhibition Technical Regulations.

## DISTRIBUTING FLYERS

The distribution of any documents or publicity items is strictly prohibited outside the limits of the stand.

## RIGGING AND HANGING

Hanging signs or lighting battens, from the hall framework is allowed in compliance with the technical service, regarding the height.

All hanging onto the structure is to be done by the specialized services of the Exhibition Centre Paris Nord Villepinte (order on [www.viparisstore.com](http://www.viparisstore.com)).

## ! IMPORTANT !

The Paris Departmental Safety Council has recently made new decisions concerning the control of suspended structures (all elements using slings). The Paris Nord Villepinte safety provisions have hence been amended accordingly.

*It is now compulsory to have such structures tested and certified by an approved expert before lifting the slings with a view to obtaining a certificate confirming the stability of such installations.*

Such a document will be required by the Head of Security and Safety before the show opening.

Reed Expositions France has referenced ANCO company for that purpose but you may contact other companies at your best convenience. However we recommend ANCO whose staff will be present on the show site during the build-up period. ANCO company is at your disposal for advice and quotations.

Mr Frédéric JOUCREAU mail : [frederic@anco75.fr](mailto:frederic@anco75.fr)

## SIGNS AND BANNERS

Any signs must be fitted with a hanging sling or bound to the structure with a light framework and must comply with the maximum height limitation of 5 meters from the ground, when it is possible.

## LIGHTING EFFECTS (LASER, etc.)

Lighting effects (laser, etc...) shall not project beyond the boundaries of the stand under any circumstances.

## HEIGHTS

Maximal height of building: 5 meters Maximal height of stand partitions: 2.5 meters Maximal height of lighting battens: 5 meters

## LIGHTING BATTENS

Lighting battens are permitted suspended by handling slings. The lighting battens must be set back 1m from the aisles and neighboring partitions.

## STAND BOUNDARIES

No items of decoration, furniture, sign or light fitting shall project beyond the boundaries of the stand.

## MATERIAL DISPLAYED IN OPERATION

The use of teleguided devices flying above the stands is prohibited. Exhibitors wishing to display equipment in operation must return the form Declaration of Materials Displayed in Operation.

## STAND OPENING

Any partitions, signs or decorations installed in periphery of stand must respect an opening of 50 % of the total length of each stand front. Stands must be widely open and any specific decoration must be designed to provide ample space between aisles and allow visibility through the stands. In any other case, please contact the Operations Service.

## HALL PILLARS AND PERIPHERAL WALLS

Beware: The hall pillars and walls may neither be painted, pierced, coated nor damaged in any way.

## RAISED FLOOR

In accordance with the decree n°94-86 of January 26th, 1994, stands with floor higher than 2cm and lower than 4cm must ABSOLUTELY have a chamfer. For higher floor, a ramp must be installed to facilitate access for the disabled persons.

## STAND LAYOUT

Two layouts with dimensions must be submitted to ASTECH before October 27th 2021 : one view from above and one view from the side with height measurements.

Mr Pascal REDON : [pascal.redon@astech-prod.com](mailto:pascal.redon@astech-prod.com)

The stand installations will be verified and all those that do not conform to project or to the present exhibition Technical Regulations will be refused.

## MANDATORY WALLS AND DECORATION SET BACK

Any wall or decoration higher than 2.50m must be set back 1m from the neighboring partition and 0.50m from the aisles.

Any lighting batten must be set back 1m from the neighboring partition and the aisles.

## FIRE HOSE CABINET

Fire hose cabinets must always remain accessible to security services. A 1 meter wide access between the nearest aisle and the device must be left free of any equipment. The presence of panels or cloth masking the device is strictly prohibited.

## MEZZANINES

You can build a mezzanine stand within the limit of 50% of the floor area. Any floor space should include, at the time of passage of the security services, a stability certificate issued by an authorized and competent French organization. For more details on constraints of fire protection and safety, please consult the Fire & Safety Regulations. For all floor constructions, it is IMPERATIVE to contact AFS:

AFS – Alain FRANCIONI  
76, rue Baudin 93130 NOISY LE SEC  
Tél. : +33 (0)6 70 61 95 11  
[afrancioni@afsconseils.fr](mailto:afrancioni@afsconseils.fr)

Security & health  
protection

HANDISECURE – Isabelle FERRANDES  
36, rue Jean Moulin 94300 VINCENNES  
Tél. : +33 (0)6 87 99 86 59  
[Isabelle.ferrandes@laposte.net](mailto:Isabelle.ferrandes@laposte.net)

Fire & safety  
Technical adviser

## PRACTICAL INFORMATION

### BUILD-UP

- Bare stands: from **Saturday 27<sup>th</sup> November at 8.00 am**
- Turnkey stands: **Monday 29<sup>th</sup> November at 8.00 am**

### VEHICULAR ACCESS TO EXHIBITION PAVILION

Under no circumstances may lorries or coaches enter to exhibition halls. Handling vehicles are the only vehicles allowed in the exhibition pavilion. The access to the exhibition park is free during the build-up period but all vehicles must be declared on LOGIPASS platform: <http://logipass.viparis.com/>. Exhibitors must have a special exhibitor parking permit for the exhibition period.

([www.viparisstore.com](http://www.viparisstore.com) Phone: +33(0)1 40 68 16 16).

Vehicle access: Exposants/livraisons by A104, exit n°1

### CONTROL OF ACCESS TO THE BUILDING SITE

During build-up and dismantling period, the access to the exhibition site is forbidden to the public. It is mandatory for all operators to produce a nominative build-up badge and ID to be on the building site (badges to be ordered on your Exhibitor Area).

### OPENING TIMES FOR BUILD-UP

See exhibition schedule.

Every decorating companies have to refer to the organisers' schedule in order to access to the exhibition site during the build-up period.

### STORAGE OF EMPTY PACKAGING

Empty packaging must be removed as soon as possible and stored by the exhibitors or their transport companies. (See Transport – Handling – Customs). No storage possible in the halls.

### CUSTOMS

The Exhibition Centre Customs office is opened from 9.00 am to 12.00 am and from 2.00 to 5.00 pm from Monday to Friday. On Saturdays and holidays, open on request by the customs clearance agents. Requests must be received one day in advance.

### SAFETY COMMITTEE

When the Safety Committee does its inspection, stand fitting must be complete. Your stand manager must be present. Date and time to be specified later.

If your stand's construction is not in compliance with the safety and technical regulations, you will be asked to make the necessary modifications before the show's opening to the public.

### HANDLING

A special handling service (for which a separate charge is made) will be available for exhibitors inside the exhibition pavilions (See **Transport & Handling** on your exhibitor area).

### EXHIBITION OPENING TO THE PUBLIC

From 27<sup>th</sup> Nov to 2<sup>nd</sup> December 2021

#### OPENING TIMES

	11/30	12/01	12/02
Exhibitors	7.30 am 7.30 pm	8.00 am 6.30 pm	8.00 am 6.30 pm
Visitors	9.00 am 7.00 pm	9.00 am 6.00 pm	9.00 am 6.00 pm

#### EXHIBITORS' BADGES

Exhibitors must show a nominative badge and ID to gain admission during public opening times.

#### DISTRIBUTION OF ADVERTISING MATERIALS

The distribution of advertising literature and items anywhere else than on your stand is strictly prohibited.

#### SPECIAL EVENTS - ADVERTISING

All events and sales activities anywhere other than on your stand are strictly prohibited. The distribution of advertising material and the presentation of special events and marketing initiatives must be confined to stands.

#### DELIVERIES

**Deliveries to exhibitors: access from 7.30 to 9.00 am**

Vehicles must be declared on LOGIPASS platform: <http://logipass.viparis.com/>.

Parking inside the Exhibition Centre while making deliveries is restricted to one hour. Any vehicle infringing this rule will be towed away without warning, at the vehicle owner's expense.

#### CATERERS

There is no exclusive catering supplier operating at Viparis Paris Nord Villepinte, consequently exhibitors may use either the on-site caterer, or external caterers approved by the Exhibition Center. All external caterers must obtain one-off approval by applying to:

**VIPARIS - Myriam MOTTIN - phone +33 (0)1 40 68 14 46**  
[myriam.mottin@viparis.com](mailto:myriam.mottin@viparis.com)

Caterers who have not been approved will be refused access to the Exhibition Centre.

#### GUARDING

The organisers are responsible for general security during the exhibition (with responsibility limited to the sole provision of this service). We advise you to employ a security guard for your equipment, especially at night. You are reminded that there is a high risk of theft during build-up and breakdown periods. We advise you to take care of your personal belongings. (See Stand Security Guard).

## PRACTICAL INFORMATION

### DAMAGE OR THEFT

In the event of an incident, the exhibitor must report it to the Police (\*) within 24 hours (failure to do so may result in loss of cover) and fill in the claim form given by the Organisers Office. The original copy of the police report and the claim form must be sent to the insurer (\*\*).

- ☐ Commissariat de Police\*  
1 avenue Jean Fourgeaud - 93420  
Villepinte tel + 33(0)1 49 63 46 10
- ☐ Cabinet Nisse\*\*  
35 avenue Maréchal Foch – 78400  
Chatou tel + 33 (0)1 30 15 65 20

## DISMANTLING

### DISMANTLING PERIOD

Stand dismantling will begin on Thursday December 2nd from 6.30 pm and it will continue until Friday 3rd at 12:00 noon (see planning).

**All exhibitors must remove any advertisement, multimedia, valuable product, or any other object they want to recover from the start of the dismantling of stands. During the dismantling, the booths are not monitored by the organizer, if you wish to have a guarding of your space, please call a specialized company (see order form "security guard")**

### VEHICULAR ACCESS TO EXHIBITION PAVILION

Under no circumstances may lorries or coaches enter to exhibition halls. Handling vehicles are the only vehicles allowed in the exhibition pavilion. The access to the exhibition park is free during the dismantling period but all vehicles must be declared on LOGIPASS platform: <http://logipass.viparis.com/>.

Exhibitors must have a special exhibitor parking permit for the exhibition period.

([www.viparisstore.com](http://www.viparisstore.com) Phone: +33(0)1 40 68 16 16).

Vehicle access: Exposants/livraisons by A104, exit n°1

### TURNKEY STANDS

The storage cupboards on these stands and hired furniture must be emptied of their contents by 7.00 pm on the evening the exhibition closes so they can be dismantled by installers' team.

### CLEANING

**Your area must be restored to its original condition. Any rubbish (carpet, debris, adhesives ...) must be removed.** Goods and installations that are not removed by the deadline will be dumped and the **exhibitor will be billed for the cost of removal.**

For rubbish removal, we advise you to contact the companies in charge of cleaning the hall. (See form) You will be invoiced for any deterioration or damage noted after the breakdown of your stand. **Exhibitors are also responsible for all their suppliers** (see Dismantling certificate).

**WE WOULD BE GRATEFUL IF YOU COULD GIVE THOSE INFORMATION TO YOUR FORWARDING AGENTS, TRANSPORT COMPANIES AND DECORATORS**



# FIRE & SAFETY REGULATIONS

## 1. - GÉNÉRAL

Very important: Only French or Euroclass laboratories are authorized to deliver certificates.

The rules covering safety against fire and panic risks in establishments receiving the public are laid down in the Decree dated 25th June 1980 (general arrangements). The Decree of 18th November 1987 describes the special arrangements applicable in exhibition halls. The text below is made up of extracts from these regulations, so as to make their comprehension easier.

The Safety Committee is very strict as regards the construction of stands (stability, materials used for construction and decoration, electrical installations etc.). The decisions which it takes during its inspection, which is conducted the day before or the morning the event opens, are immediately enforceable. Installation of stands must be completed by the time this committee comes to make its inspection. The exhibitor (or his representative) must be present on the stand and be able to provide the fire behavior certificates for all the materials used. Failure to abide by this rule may lead to the materials being removed or the stand being forbidden to open to the public.

Any major project must be submitted for the approval of the exhibition safety manager. Plans and technical information must be supplied for this purpose to the exhibition organizer at least two months before the event opens.

**During the build-up period, the safety manager will check the application of the safety measures recalled below. Furthermore, any information regarding fire safety may be obtained by telephoning:**

**HANDI'SECUR**  
**Isabelle FERRANDES**  
**36, rue Jean Moulin 94300 VINCENNES**  
**Tél : +33 (0)6 87 99 86 59**  
**E-mail address: [handisecur@icloud.com](mailto:handisecur@icloud.com)**

**Fire rating of materials (Decree of 30th June 1983).**  
**Materials are classified according to 5 categories:**  
**M0, M1, M2, M3, and M4.**  
**M0 corresponds to an incombustible material.**

## 2. - STAND LAYOUT

### 2.1. FRAMEWORK AND PARTITIONING OF STANDS - MAIN FURNITURE

All materials in categories M0, M1, M2 or M3 (1) are authorized for the construction of the framework and partitioning of stands and for the construction of their main furniture (shell, counter, bar, display cabinet, separating screen etc.).  
 Conventional classification of wood-based materials (Decree of 30th June 1983).

The following are considered as corresponding to the characteristics of category M3 materials:

- ✓ solid non-resinous wood of a thickness greater than or equal to 14 mm,
- ✓ solid resinous wood of a thickness greater than or equal to 18 mm,
- ✓ panels made of wood (plywood, laths, fibers, particles) of a thickness greater than or equal to 18 mm.

**ATTENTION :** it is strictly forbidden to place dry equipment whatsoever over the alleyways (structural or identification banner, gangway etc.).

### 2.2. WALL COVERING

Wall coverings (textile, natural or plastic) must be made of category M0, M1 or M2 materials (1). They may then be stretched out or held in place by staples. Various coverings (fabric, paper, plastic film) of a very low thickness (maximum 1 mm) may be used if attached continuously to supports made of materials M0, M1, M2 or M3. However, embossed and relief papers must be stuck continuously to materials made of category M0 only.

The materials displayed may be presented on stands without any requirements governing their reaction to fire. However, if these materials are used to decorate partitions or false ceilings and if they represent more than 20 % of the total surface area of the latter, the provisions of the preceding paragraphs are applicable to them.

### 2.3. CURTAINS - HANGING - NET CURTAINS

Curtains, hangings and net curtains may be free-hanging if they are of category M0, M1 or M2 (1). They are, however, prohibited, on stand entrance and exit doors, though authorized on cubicle doors..

### 2.4. PAINTS AND VARNISHES

Paints and varnishes are strictly prohibited if classified as inflammable (nitrocellulosic or glycerophthalic, for example).

### 2.5. FLOORS COVERINGS, PODIUMS, ROSTRUMS, TIERS

Floor coverings must be made of category M4 materials and solidly attached. The coverings, whether horizontal or not, of podiums, rostrums and tiers of a height greater than 0.30 meter and a total surface area greater than 20 sq.m, must be made of category M3 materials. If their total surface area is less than or equal to 20 sq.m, these coverings may be made of category M4 materials. Caution: For carpets which are classified M3 or M4 and lay on top of wood, the way in which they are laid should be taken into account. The reaction to fire certificates should indicate «Valid for laying stretched out on any M3 support».

### 2.6. DECORATION

Free-hanging decorations or trims (advertising signs with a total surface area greater than 0.50 sq.m, garlands, small decorative objects etc.) must be made of category M0 or M1 materials. The use of signs or advertisements in white lettering on a green background is strictly forbidden, these colors being reserved solely for indicating exits and emergency exits.

### 2.7. FLORAL DECORATION

Floral decorations made of synthetic materials must be limited. If this is not the case, these decorations must be made of category M2 materials. These provisions do not apply to exhibitions and stands given over specially to floral activities. Note: as regards natural plants, use compost in preference to peat as the latter has to be kept constantly damp.

### 2.8. FURNITURE

No requirements are imposed regarding basic furniture (chairs, tables, desks etc.). However, drawers, counters, shelves etc. must be made of category M3 (1) materials.

### 2.9. CANOPIES

Canopies are authorized under the following conditions:

- be less than 300 m<sup>2</sup>,
- in establishments protected by an automatic water extinguishing network: Canopies must be made of category M0, M1 or M2 materials (1),
- in establishments not protected by an automatic water extinguishing network: they must be made of category M0 or M1 materials.

# FIRE & SAFETY REGULATIONS

## 3. - FIREPROOFING

The reaction to fire classification guarantee for the materials employed in the exhibition halls must be supplied on request to the safety manager in the form of labels or certificates. Coverings and materials satisfying the safety requirements are on sale at specialist dealers who must supply certificates corresponding to the classification of the material. Fireproofing may bestow M2 quality on materials which, in their normal state, are of average or easy inflammability.

This can be carried out by spraying with a special liquid, applying a special paint or varnish with a paintbrush, or by soaking in a special bath. Fireproofing work may be executed either by decorators, who must be able to provide all information concerning the processing of the material, or by an approved treatment contractor, who will issue the exhibitor with a certificate in an approved format stating: the nature, surface and color of the surface treated, the product used, the date the operation was carried out, the seal and signature of the contractor. Please contact the company below to obtain materials suppliers' addresses that conform to safeguards classification required :

**GROUPEMENT NON FEU**  
37-39 rue de Neuilly  
92110 CLICHY  
Tél. : +33 (0)1 47 56 30 80

The names and addresses of approved treatment contractors may be obtained from the :

**GROUPEMENT TECHNIQUE FRANCAIS DE L'IGNIFUGATION**  
10, rue du Débarcadère  
75852 PARIS  
Tél. : +33 (0)1 40 55 13 26 Fax : + 33 (0)1 40 55 13 19

Note: Fireproofing can only be undertaken on wooden panels or natural fabrics or those which include a high proportion of natural fibers. It is not possible on synthetic and plastic fabrics.

## 4. - ELECTRICITY

Electrical installation must comply with NFC 15-100.

The electrical installation on each stand must be protected at its point of origin against excess current and earth faults.

All metallic masses must be interconnected and linked to the earth plug of the electrical connection cabinet for the stand. Electrical connections must be laid out inside branch boxes.

The devices for switching off the electric power must be permanently accessible to the stand personnel.

### 4.1. ELECTRICAL EQUIPMENT

Category 0 electrical appliances are prohibited. Category I electrical appliances must be linked to the protective conductor of the cable tubing providing them with power. As regards category II electrical appliances, those bearing the sign are recommended.

### 4.2. ELECTRICAL CABLES

The electric cables must be insulated for a voltage of 500 volts, which in particular rules out the H-03 VHH (Scindex) cable. Only use cables on which each conductor is fitted with its own protective sheath, all conductors being housed inside a single protective sheath.

### 4.3. MULTIPLE PLUGS

Only adaptors or multiple housings attached to a fixed socket (moulded multi-plug blocks) are authorized.

## 4.4. HALOGEN LAMPS (standard EN 60598)

Stand lighting which incorporates halogen lamps must:

- ✓ be placed at a minimum height of 2.25 meters,
- ✓ be placed away from all inflammable materials (at least 0.50 meter from wood and other decorative materials),
- ✓ be solidly attached,
- ✓ be fitted with a safety screen (glass or fine mesh grid) providing protection against effects due to a possible explosion of the lamp.

## 4.5. HIGH TENSION ILLUMINATED SIGN

High tension illuminated signs located within reach of the public or personnel working on the stand, and particularly their electrodes, must be protected by a screen made of at least category M3 material. The switch-off control must be indicated by a sign, and the transformers placed in a location which presents no danger to personnel. If appropriate, indicate their presence with a «Danger, High Tension» sign.

## 5. - CLOSED STANDS - ROOMS ARRANGED INSIDE HALLS

### 5.1. CLOSED STANDS

Exhibitors sometimes prefer to isolate themselves within closed stands. In this case, the stands must have direct exits onto the aisles. Their number and width depend on the surface area of the stand, i.e. :

- ✓ less than 20 sq.m: one x 0.90 m exit
- ✓ between 20 sq.m and 50 sq.m : two exits, one of 0.90 m, the other of 0.60 m,
- ✓ between 50 sq.m and 100 sq. m : either two x 0.90 m exits, or one of 1.40 m and the other of 0.60 m,
- ✓ between 100 sq.m and 200 sq. m : either two exits, one of 1.40 m, the other of 0.90 m, or three x 0.90 m exits,
- ✓ between 200 sq.m and 300 sq.m : two x 1.40 m exits,
- ✓ between 300 sq.m and 400 sq.m: two exits, one of 1.80 m, the other of 1.40 m. The exits must be carefully spread out and if possible face one another

Each must be indicated by an «Exit» sign in white letters clearly visible on a green background. If the stand is closed by doors, these must open outwards, without a blocking off system and without interfering with the flow of the public within the aisles.

### 5.2. ROOMS ARRANGED INSIDE HALLS

Independently of the surface areas reserved for exhibiting, rooms to be used for meetings, as restaurants, and for cinema and other presentations may be arranged with rostrums, tiers etc. Platforms and tiers for standing persons must have a ground resistance of 600 kilos per sq. m. Platforms and tiers for seated persons must have a ground resistance of 400 kilos per sq. m. The steps giving access to places in the tiers may have a minimum height of 0.10 m and a maximum of 0.20 m, with a tread of at least 0.20 m. In this case, the flights of steps are limited to 10 and the alignment of the nosing of the stairs must not exceed 45°. Each case being a special one, a detailed plan must be submitted to the safety manager who will define the measures to be applied.

### 5.3. STANDS WITH A SECOND FLOOR

For the construction, you must absolutely:

- ✓ Respect the maximum height of 5 m for structures and signs.
- ✓ Respect loads on the ground :
  - ⌘ S<50 sq.m resistance must be 250 kg/sq.m
  - ⌘ If S:250sq.m resistance must be 350 kg/sq.m
- ✓ Provide guardrails according to NF P01-012 and NF P01-013.
- ✓ Up to 20 sq.m : 1 staircase of 0,90 ml
- ✓ From 21 to 100 sq.m: 2 staircases, one of 1,40 ml and one of 0,90 ml.
- ✓ If workforce >19 people on the mezzanine, provide 2 intervention staircases.

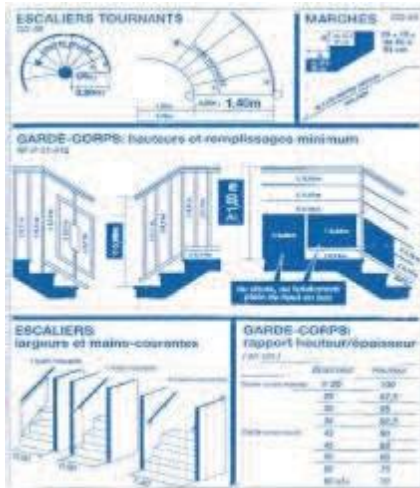


# FIRE & SAFETY REGULATIONS

## 5.4. RAILINGS

In accordance with NF P 01-012 and NF P 01-013 norms, railings must resist to a push of 100 kilos per linear meter.

"SECURIT" glasses are prohibited



All the presentations and demonstrations are undertaken at the full responsibility of the exhibitor.

The supply of electric power will be totally suspended, at the expense of the exhibitor concerned, to any stand on which the machinery in operation might present dangers to the public and where no measures have been taken to eliminate these.

## 7.1. EQUIPMENT PRESENTED IN STATIONARY OPERATION

When equipment is presented in operation in stationary operation, it must either be fitted with screens or rigid casings which surround it properly, putting all dangerous parts out of reach of the public, or be arranged in such a way that the dangerous parts are kept out of reach of the public, and at the very least, at a distance of one meter from the public aisles.

## 7.2. EQUIPMENT PRESENTED IN MOTION

When equipment is presented in motion, a protected area must be reserved so that the public can't approach it unless 1 meter, this distance which can be increased considering the characteristics of the presented equipments.

## 7.3. EQUIPMENT WITH HYDRAULIC JACKS

If equipment fitted with hydraulic jacks is exhibited in the static elevated position, the hydraulic safety mechanisms must be complemented by mechanical devices preventing any untoward operation.

## 7.4. THERMAL OR COMBUSTION ENGINES

For thermal or combustion engines, a request for authorization must be sent to the organizer at least 30 days before the event opens. This request, written on plain paper (The form Material displayed in operation, available on your Exhibitor Area must also be enclosed), must specify the nature and quantity of fuel used per day, and be accompanied by technical instructions for the appliance and a plan showing the siting of the appliance on the stand. No appliance of this type may be put into service if the request for authorization has not been submitted in due time.

**Caution: In all cases, gases which are the products of combustion must be evacuated outside the halls.**

## 8. - INFLAMMABLE LIQUIDS

### 8.1. GENERAL

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

- ✓ 10 liters of category 2 inflammable liquids per 10 sq.m of stand, with a maximum of 80 liters,
- ✓ 5 liters of category 1 inflammable liquids.

The use of particularly inflammable liquids per (carbon disulphide, ethyl oxide etc.) is prohibited.

The following precautions are to be taken:

- ✓ place a receptacle which can accommodate the total amount of fuel beneath the canisters or the tank,
- ✓ refuel the appliance when the public is not present,
- ✓ close by, locate extinguishers of an appropriate type for the risk.

### 8.2. EXHIBITING MOTOR VEHICLES INSIDE HALLS

The fuel tanks of engines presented not running must be empty or fitted with locking screwdriver caps. The clips of accumulator batteries must be protected so as to be inaccessible.

## 6. - LIQUID GAS

Bottles of gas, butane or propane are authorized up to a maximum of 13 kilos per 10 sq. m of stand, with a maximum of six per stand. The following precautions are to be taken:

- ✓ there must be a gap of 5 m between each two bottles, unless they are separated by a rigid, incombustible screen which is 1 cm thick,
- ✓ no bottle, whether full or empty, must remain inside the exhibition hall if it is not connected up to service piping,
- ✓ bottles may be linked up to the appliance with which they are being used by a flexible tube which is in conformity with the standards.

These tubes must:

- ✓ be renewed when the expiry date for their use comes around,
- ✓ be suited to the diameter of the connecting piece and have band clamp fittings,
- ✓ not exceed a length of 2 meters,
- ✓ permit inspection along their full length and be suspended freely without being flanged,
- ✓ be out of reach of the flames from burners or products of combustion.

## 7. - FUNCTIONING EQUIPMENT - THERMAL OR COMBUSTION ENGINES

For each item of machinery fixed station within the hall of an exhibition, an advance notification must be sent to the exhibition organizer at least one month before the event opens. Only installations for which the Declaration of Material displayed in operation has been submitted can be authorized.

All equipment must be properly stabilized to avoid any risk of it falling over. All protective measures must have been completed by the time the safety committee comes to make its inspection. A responsible person must be present on the stand at the time of this inspection.

No machinery may be started up or presented in working order without person.

# FIRE & SAFETY REGULATIONS

## 8.3 PRESENTING INFLAMMABLE LIQUIDS

All receptacles of inflammable liquids presented on stands (cans of paint, varnish, bottles, aerosol spray cans etc.) must be empty except for a few sample units containing a limited quantity to be used for demonstration purposes.

## 8.4. COMPRESSED GASES

Bottles of air, nitrogen and carbon dioxide are authorized without any restrictions.

The use of acetylene, oxygen, hydrogen or gases presenting the same risks must be the subject of a request for authorization sent to the organizer at least 30 days before the event opens. This request, written on plain paper (The form Material displayed in operation, available on your Exhibitor Area, must also be enclosed), must specify the nature of the gas and the capacity of each bottle, and be accompanied by technical instructions for the appliance and a plan showing the siting of the appliance on the stand.

No gas of this type may be used if the request for authorization has not been submitted in due time.

Caution: Storage of empty or full bottles is strictly prohibited inside the halls.

## 8.5. PYROTECHNIC DEVICES AND FIREWORKS

Pyrotechnic effects which generate detonation noises, sparks and flames are strictly prohibited.

The use of smoke generators to create fog or light effects must be the subject of a request for authorization sent to the organizer at least 30 days before the event opens. This request, written on plain paper (The form Material displayed in operation, available on your Exhibitor Area must also be enclosed), must specify the nature and quantity of the gas used per day and be accompanied by technical instructions for the appliance and a plan showing the siting of the appliance on the stand. No appliance of this type may be used if the request for authorization has not been submitted in due time.

## 9. - RADIOACTIVE SUBSTANCES X RAYS

### 9.1. RADIOACTIVE SUBSTANCES

Authorization to present radioactive substances on exhibition stands can only be granted for demonstration of appliances and when the activities for these substances are less than:

- ✓ 37 kilobecquerels (1 microcurie) for those comprising or containing group I radio-elements (4).
- ✓ 370 kilobecquerels (10 microcuries) for those comprising or containing group II radio-elements (4).
- ✓ 3,700 kilobecquerels (100 microcuries) for those comprising or containing group III radio-elements (4).

Waivers may be granted for the use of substances which have a higher activity subject to the following measures being:

- ✓ the radioactive substances must be effectively protected.
- ✓ their presence must be indicated by means of basic ionising radiation diagrams as defined by standard NF M 60-101, together with their nature and activity,
- ✓ their removal by the public must be rendered materially impossible either by attachment to an appliance for use which requires dismantling with a tool, or by being placed at a distance,
- ✓ they must be continuously supervised by one or more specially designated exhibitors,
- ✓ when this supervision ceases, even in the absence of the public, the radioactive substances must be stored inside a container which will withstand fire, and which carries very clearly the conventional sign for ionizing radiation,

- ✓ the equivalent dose rate, at all points on the stand, must remain below 7.5 microsieverts per hour (0.75 millirads equivalent per man per hour).

The use of radioactive substances must be the subject of a request for authorization (or a waiver) sent to the organizer at least 30 days before the event opens.

This request, written on plain paper (The form Material displayed in operation, available on your Exhibitor Area must also be enclosed), must specify the nature and activity of the substances, and the group to which they belong, the names and capacities of the persons responsible for supervising them, and be accompanied by technical instructions for the appliance, a plan showing the siting of the appliance on the stand, and a document drawn up and signed by the installing contractor certifying conformity to these arrangements.

No appliance of this type may be put into service if the request for authorization has not been submitted in due time.

**Caution: Stands on which radioactive substances are presented must be constructed of and decorated with M1 category materials.**

### 9.2. X RAYS

Authorization to present appliances which emit X-rays on exhibition stands can only be granted if they and their accessories comply with the rules set by standard NF C 74-100. In particular, the following measures must be taken:

- ✓ removal of superfluous objects in the neighborhood of the ray generator and the sample to be examined,
- ✓ cordoning off and marking with signs of the zone not accessible to the public,
- ✓ the leakage radiation exposure rate must not exceed 0.258 microcoulomb per kilo per hour (1 millirontgen per hour) at a distance of 0.10 m from the radiogenic focal area.

The use of appliances emitting X-rays must be covered by a request for authorization sent to the organizer at least 30 days before the event opens.

This request, written on plain paper (The form Material displayed in operation, available on your Exhibitor Area must also be enclosed), must be accompanied by technical instructions for the appliance, a plan showing the siting of the appliance on the stand, and a document drawn up and signed by the installing contractor certifying conformity to these arrangements.

No appliance of this type may be put into service if the request for authorization has not been submitted in due time.

**Autorité de Sureté Nucléaire (ASN)**

**6, place du Colonel Bourgoïn**

**75572 Paris Cedex 12 - France**

**Tél : +33 (0)1 43 19 70 75 - Fax : + 33 (0)1 43 19 71 40**

### 10. - LASERS

The use of lasers inside exhibition halls is authorized subject to the following measures being taken :

- ✓ the public must under no circumstances be subjected to the direct or reflected beam of the laser,
- ✓ the appliance and its related equipment must be solidly attached to stable mountings,
- ✓ the surroundings of the appliance and the area swept by the beam must not contain items reflecting the wavelengths in question,
- ✓ the casing containing the laser and its possible optical deviation system must be of category I or II (5),
- ✓ during tests conducted whilst the public are not present, exhibitors must make sure that the exhibition and decoration materials, and fireprotection equipment do not react to the calorific energy given out by the light beams.

# FIRE & SAFETY REGULATIONS

All laser installations must be covered by a notification sent to the organizer **at least 30 days before the event opens**. This notification, written on plain paper (The form **Material displayed in operation**, available on your Exhibitor Area must also be enclosed), must be accompanied by technical instructions for the appliance, a plan showing the siting of the appliance on the stand, and a document drawn up and signed by the installing contractor certifying conformity to these arrangements.

Any installation, must be subject to a demand of authorization with the Administration (2 months, in minima, before opening of the exhibition). Inform the person in charge of security at the HANDI'SECUR (HANDI'SECUR – Tél : +33 (0)6 87 99 86 59 ou email : [handisecur@icloud.com](mailto:handisecur@icloud.com)) cabinet for notice.

No appliance of this type may be put into service if the notification has not been submitted in due time.

## 11. SMOKE AND FOG GENERATORS

The use of smoke and fog generators inside the exhibition halls must be subject to a request for authorization (like lasers) sent at least 2 months before the event opens, and a file must be sent to the Cabinet AFS (Technical Adviser on fire safety) for opinion.

## 12. SAFETY FACILITIES

Safety facilities must remain constantly visible.

Access to the various safety facilities (fire hydrants and stand pipes, fire plugs with hose and spout, telephones, extinguishers, controls for smoke evacuation openings etc.) must constantly remain free.

Fire plug with hose and spout

On stands equipped with a fire plug with hose and spout, an open area of one meter around the appliance must be left free of any material as far as the public aisle.

Panels or fabric hangings hiding the appliance are strictly prohibited.

## 13. OPERATING INSTRUCTIONS

It is forbidden to set up in the exhibition areas, in the stands and in the clearances, deposits of boxes, wood, straw, cardboard, etc. Regular cleaning (daily) must rid the premises of dust and waste of all kinds. All waste and litter from cleaning and sweeping must be removed daily, before opening hours to the public, and transported outside the establishment. On stands that are equipped with an armed fire valve, a passage of one meter to the right of the device must be left free of all materials up to the public circulation aisle. The presence of panels or fabrics to hide the device is absolutely prohibited.

## 14. ACCESSIBILITY MEASURES FOR PEOPLE WITH REDUCED MOBILITY

Order of April 20, 2017 relating to the accessibility to disabled people of establishments open to the public during their construction and of facilities open to the public during their development for the application of articles articles R. \* 111-19 to R. \* 111-19 -4 of the building and housing code.

## 15. BOOTHS

In accordance with article GN 8 of the safety regulations in force, people with reduced mobility should be able to evacuate stands. All stands on floors greater than 2 cm must have an inclined accessibility slope (ramp) meeting the following obligations: 5% over 10 m, 8% over 2 m and 10% over 0.50 m. Interior traffic must have a minimum width of the accessible path of 1.40 m free of any obstacle in order to facilitate crossings. When a point narrowing cannot be avoided, the minimum width of the path can, over a short length, be between 1.20 m and 1.40 m so as to preserve a possibility of crossing between a pedestrian and a person in a wheelchair rolling. The floors (coverings), The floor or the floor covering of the accessible path must be non-movable, non-slip, non-reflective and without obstacle to the wheel. They must not present any projection greater than 2 cm.

## 16. CATERING AREA

The layout of the catering areas will comply with the following guidelines: Circulation aisles between tables of 1.40 m. Provide for the establishment of handicapped places on the basis of 2 for the first 50 places increased by 1 for every 50 places. These locations must be as close as possible to an emergency exit or to traffic leading to an emergency exit.

## 17. USE OF SOUND ON A BOOTH

In the event of the use of significant sound (music), the exhibitor will request authorization from the organizer in order to provide a sound cut-out servo in the event of the triggering of a general fire alarm.

## 18. DECLARATION OF MACHINES IN OPERATION

A declaration (attached sheet) of the machine in operation must be sent to the safety officer and in copy to the organizer at least one month before the opening of the event.

(1) within the meaning of standard NF C 20-030.

To be completed only if you are affected by one of the sections below and to be returned to HANDI'SECUR no later than 30 days before the opening of the show.

## FIRE & SAFETY REGULATIONS

- **M0** or **A** European standards = Incombustible
- **M1** or **B** European standards = Non-flammable
- **M2** or **C** European standards = Hardly flammable
- **M3** or **D** European standards = Moderately flammable
- **M4** or **E** European standards = Easily flammable

MATERIALS	AUTHORIZED	DOCUMENT TO PROVIDE
Wood (or composite made of wood) > 18 mm non laminate	Wood (non laminate) chipboard plywood	None (materials assimilated to M3)
Wood < 18 mm and > 5 mm wood > 18 mm, laminate	Original M3 or D European standards	Report M3 (or Labels on material)
Plywood - Chipboard < 5 mm Wood based composite	M1 or 2-sided flame retardant with paints, varnishes, impregnation salts by an approved applicator or B European standards	Official report M1 or fire proof certificat with product name, instructions , date of application
Floor carpet	Natural : M4 or E European Standards Synthetic : M3 or D European Standards	Official reports
Textile fabrics and wallcoverings	M1 or fire-proof or B European Standards	Official reports or fire proof certificat with product name, instructions , date of application
Plastics (plates, letters)	M1 or B European Standards	Official reports M1
Paints	On M0, M1 or wood support authorized (nitrocellulose paint prohibited)	Official reports of support
Floating decoration (paper, cardboard)	M1 or fire retardant or B European standards	Official report or fire proof certificat with product name, instructions , date of application
Flower decoration in synthetic materials	Original M1 (fire proof forbidden) or B European Standards	Official reports M1
Glued or stapled decoration (paper)	Without justification if glued on the entire surface or stapled every 5 cm In split installation	
Furniture	Large furniture: M3 or D Light structure: M3 or D Padding: M4 or E Envelope: M1 or B	Official report or fire proof certificat (without proof if rental furniture)
Glazing	Armed, soaked, laminated	Official report, certificates or supporting documents such as invoice
Other materials	Agreement to be requested	Written response from the security officer
NB : Official reports issued by a French approved laboratory exclusively in the current state of the regulations in November 1998 or, by equivalence, officially recognized by any report corresponding to the European standards applicable within the member states of the union.		