

1. SAFETY RULES ON THE PREVENTION OF FIRE AND PANIC

The exhibitor must comply with the safety rules on the prevention of fire and panic in establishments open to the public fixed by the 25 June 1980 order (general provisions).

The 18 November 1987 order defines the particular provisions applicable to exhibition Halls.

The text below is made up of aspects from this legislation and is designed to facilitate understanding.

Any significant projects must be submitted for approval to the Show Security Manager. Furthermore, some structures are subject to approval by the Departmental Consultative Commission on Safety.

These include:

- Marquees, Tents and Structures (MTS) with a surface > 300sq.m,
- Pavilions built in the Static exhibition area, single level, with a ground surface area > 300sq.m,
- Pavilions built in the Static exhibition area with two levels.

Plans and technical information about these must be provided no later than 2,5 months before the Show opens.

During the build-up period, the Security Manager will ensure that the security measures reiterated below are applied.

Further information regarding fire safety is available from:

AFS

Tél : +33 (6) 70 61 95 11

Email : afs@afsconseils.fr

2. ACCESSIBILITY FOR PERSONS OF REDUCES MOBILITY (PRM)

The exhibitor must comply with French regulations and with the accessibility order.

- **All premises and facilities open to the public must allow access to the disabled and to people with reduced mobility.**

Applied to the show, this means that:

- minimum width = 0,90 m,
- chamfer 33%, if the high of the floor < 4cm,
- ramp 4 % (no restriction on the length),
- or ramp 5% on a length <10m,
- or ramp 10% on a length <0,50m.

- **People with reduced mobility could use the registration banks** (H maximum of 0.80 m, empty of 30 cm allowing the passage of the knees 0.70 m height).

3. FIRE REGULATIONS AS THEY RELATE TO THE FITTING OUT OF STANDS

3.1. MATERIALS, RATING REQUIREMENTS

3.1.1. General information

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

3.1.2. Requirements

- Stand structure and partitions with **M3 or D** minimum rating (European classification system).
- Large furniture items (cash till, counter, display unit, separator screens, etc.) with **M3 or D** minimum rating.
- Wall coverings (natural or plastic materials) with **M2 or C** minimum rating.
- Curtains, hangings or loose voiles with **M2 or C** minimum rating.
- Firmly fixed floor coverings with **M4 or D** minimum rating.
- Draped decorative or stand-dressing items (advertising panels if surface area >0.5m², string decorations, small decorative objects etc.) with **M1 or B** minimum rating.
- Full canopies with **M2 or C** minimum rating.
- Ceilings and false ceilings with **M1 or B** minimum rating.
- Mesh canopies must be CNPP (French test laboratory) certified.

3.1.3. Equivalence

- Non resinous solid wood: if thickness > 14 mm, rated M3 or D.
- Resinous solid wood: if thickness > 18 mm, rated M3 or D.
- Wood-based panels (plywood, boarding, particleboard and fibreboard): if thickness >18mm, rated M3 or D.

ATTENTION : Have the fire resistance test reports for materials used available on each stand. Failing this, have the equivalent fireproofing certificates available on each stand.

3.2. CONSTRUCTION AND FIT-OUT RULES

3.2.1. Prohibited

- Curtains, hangings and voiles in front of exits.
- Paints and varnishes classified as flammable (for example nitrocellulose or glycerophtalic paint).
- The use of signs or advertising panels which features white letters on a green background.
- Stands with several raised levels. - Covered upper levels

3.2.2. Covered stands (ceiling, false ceiling or velum)

- Area < 300sq.m.
- If area >50sq.m:
 - Appropriate extinguishers.
 - One security guard holding the "SSIAP1" qualification present.

An event organised by



52-54 quai de Dion-Bouton
CS 80001 - 92806 Puteaux Cedex

For any further information, please contact:

service.technique.equiphotel@rxglobal.com

- Equipped with autonomous unit security lighting. This security lighting must be put on standby when the normal lighting is intentionally switched off.
- The velum, if used, must be attached securely and supported by a network of perpendicular wires (minimum mesh 1sq.m).

3.2.3. Stand with a raised level: Stands with a raised level are not permitted

3.2.4. Closed stands or rooms

- Send file to AFS to obtain their opinion and approval.
- Number and width of exits:
- If area < 20sq.m: 1 of 0.90m.
- 20sq.m ≤ area < 50sq.m: 1 x 0.90m and 1 x 0.60m.
- 50sq.m ≤ area < 100sq.m: 2x0.90m or 1x1.40m and 1x0.60m.
- 100sq.m ≤ area < 200sq.m: 1x1.40m and 1x0.90m or 3x0.90m.
- 200sq.m ≤ area < 300sq.m: 2 x 1.40m.
- Area > 300sq.m, contact AFS.
- Exits suitably spaced.
- Exits signed.

3.3. FIREPROOFING

Fireproofing can give materials, which are normally fairly or easily flammable M2 or C rating qualities. Spraying, applying with a paintbrush or soaking the material can carry out fireproofing. To obtain certified applicators' contact details, contact:

Groupement Technique Français de l'ignifugation :
10, rue du Débarcadère – FR 75852 Paris cedex 17
tel: 00 33 1 40 55 13 13

3.4. FIRE CERTIFICATES.

Exhibitors must hold fire resistance test certificates for floor and wall coverings and materials used, or failing this hold equivalent fireproofing certificates on the stand.

It is in the exhibitors' interest to obtain these floor and wall coverings and materials from specialised suppliers or shops, which will avoid the issues associated with on-site fireproofing (the salts used attack metals and the fireproofing is only valid for 3 months). Contact:

Groupement NON FEU
37-39, rue de Neuilly BP 121 – FR 92113 Clichy Cedex
Tel: 0033 1 47 56 30 80

4. ELECTRICITY

4.1. 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, wire ways 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.

4.2. Electrical equipment cabinets and boxes must comply with legislation, namely:

- must have a metal casing,
- 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.

4.3. 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 metre 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.

4.4. High voltage 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.

5. HELIUM BALLOONS

- No helium cylinders (empty or full) are to be stocked in the Hall.
- Balloons must not be filled whilst the public is present.
- Balloons must be kept within the confines of the stand.
- **If the balloon is lit, the exterior must be M2-rated.**

6. 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 or Propane) at most are authorised.**
- 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.
- bottles must be placed upright, with the cut-off valve accessible at all times.
- **provide at least a fire extinguisher appropriate to the risks with staff trained in its handling** during the opening hours of the show to the public (example: provide 1 CO₂ extinguisher of 2kg for an electrical cooking appliance in operation on the stand).

Don't hesitate to contact AFS: afs@afsconseils.fr

7. USE OF LIQUEFIED HYDROCARBON

- **Containers of liquefied gas must contain less than 13kg to be allowed in the pavilion** - Bottles in used can't be accessible by the public and must be protected against impacts.
- Bottles must be separated from each other by a noncombustible partition or be distant by 5m at least.
- **1 bottle for maximum 10sqm and with a maximum of 6 bottles by stand.**
- No bottle (empty or full) can't be stocked in the stand if it is not connected.
- Hose of connection must be changed before the security deadline.
- Bottles have to be stand-up (not angled).
- The turn-off button must be accessible at any time.

8. MACHINERY AND OPERATIONAL EQUIPMENT

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 annexed),
- such equipment must not present any risks to public safety,
- stationary equipment or machinery (whether or not operational):
 - any dangerous parts (= moving parts, hot surfaces, blades and sharp objects) must be more than 1 meter from the public thoroughfare or protected by a rigid screen.
- 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 meter 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.
- **provide at least a fire extinguisher appropriate to the risks with staff trained in its handling** during the opening hours of the show to the public (example: provide 1 CO₂ extinguisher of 2kg for an electrical cooking appliance in operation on the stand). Don't hesitate to contact AFS: afs@afsconseils.fr

Thermal or combustion engine machines and demonstration chimneys shall be equipped with a device to remove combustion gases from the outside. Please contact the Organizer to define the locations for this type of installation and the cost associated.

9. PROHIBITED EQUIPMENT, PRODUCTS, GASES

The following are prohibited at the Show:

- distribution of samples or products containing an inflammable gas,
- balloons inflated with a flammable or toxic gas,
- articles made of celluloid,
- the presence of pyrotechnic or explosives devices,
- the presence of ethyl oxide, carbon sulphide, sulphuric ether and acetone,
- the use of acetylene, oxygen, hydrogen or equivalent high-risk gases (note: a request for dispensation can be submitted to the French authorities. Apply through AFS, two months before the exhibition opens),
- pyrotechnic effects devices producing detonations, sparks or flames.

10. FLAMMABLE LIQUIDS

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

- 10 litres of flammable liquids of 2nd category for 10m² of stand, with a max.of 80 litres,
- 5 litres of flammable liquids of 1st category.

11. RADIOACTIVE SUBSTANCES / X RAYS / LASERS

It is forbidden to display radioactive substances on exhibition stands.

The use of X-ray equipment on exhibition stands is prohibited.

The use of lasers inside exhibition halls is prohibited.

12. FIREFIGHTING EQUIPMENT

- The RIA (fire hose), on the stand, will have to remain visible and accessible. The formwork of the RIA (fire plug) is prohibited.
- But, exceptionally, in front of the fire hose, a curtain is authorized? A sign above the curtain (a panel with pictogram or letters RIA, 40 cm x 15 cm) will remind the presence of the fire plug.
- A passage, 1,00 m broad minimum, will be arranged since the aisle.

13. SAFETY AND CLEANING

- It is prohibited to leave crates, cartons, boxes or pieces of wood on the stands and in the passageways.
- The premises must be cleaned a daily basis.

REITERATION OF FRENCH CLASSIFICATION AND EUROPEAN EQUIVALENT

- 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	AUTHORISED	DOCUMENT TO BE PROVIDED
Wood (or wood-based composite) > 18 mm non-laminated	Pressed wood chipboard (non-laminated)	None (material 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 painting, varnishing, fire-inhibiting salts or European B standards	Official M1 reports or fireproofing certificate mentioning the name of the product, specification sheet, date 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 mentioning the name of the product, specification sheet, date of application
Plastic materials (plaques, letters)	M1 or European B standards	Official M1 reports
Painting	On M0, M1 or authorized wood supports (nitrocellulose painting forbidden)	Official back-up reports
Suspended décoration (paper, cardboard)	M1 or fireproofed or European B standards	Official reports or fireproofing certificate mentioning the name of the product, specification sheet, date of application
Floral decorations made of synthetic materials	Originally M1 (fireproofing forbidden) or European standards	Official M1 reports
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
<p>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.</p>		

OPERATIONAL EQUIPMENT & MACHINERY FORM

To be returned by 30 days before the opening of the exhibition **EQUIPHOTEL – From 03 to 07 November 2024** to:
AFS

Tél : +33 (0)6 70 61 95 11 // Email : afs@afsconseils.fr

Company:

Paris Porte de Versailles - Pavillon / Stand n°:

Contact:

Tel.: Fax:

E-mail:

1. OPERATIONAL EQUIPMENT AND MACHINERY

Type or machine or appliance:

Risks involved:

IMPORTANT: Equipment exhibited in operation must include either screens or fixed and effective protective casing which places any dangerous part out of the public reach or must be settled in such a way the dangerous parts are out of the public reach, or at least at a distance of one meter from circulation aisles. Demonstrations will be carried out under the full and complete responsibility of the exhibitor.

2. USE OF PRODUCTS REQUIRING DECLARATION

● 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

CAUTION: If you intend to use a product below, please see the article dealing with that product in « FIRE SAFETY REGULATIONS » of this document.

Heat or combustion engine:

Smoke generator:

Liquefied gas (acetylene, oxygen, hydrogen, or any other gas involving the same risks):

Nature: Quantity:

Laser:

Radioactive substances:

Note: AFS will notify the exhibitor of the relevant authorities' decisions regarding authorization requests.

Date:

Signature:

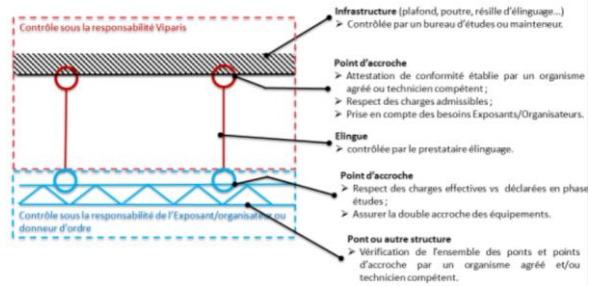
WARNING: If the weight of your structure exceeds 1000 kg, it must be inspected by a control office (SOCOTEC, ICE, etc.).

Certificate to be sent by e-mail to afs@afsconseils.fr

EQUIPHOTEL
From 03 to 07 November 2024

Certificate of conformity suspended structures

(structures in blue according to the principle diagram opposite)



Parc des expos - Paris Porte de Versailles – Pavillon:	Name of the stand :	Number of the stand :
Company :		
Contact :		
Phone number :	e – mail :	
<p><u>Regulatory reference texts:</u></p> <ul style="list-style-type: none"> - order of 25 June 1980, laying down the Fire and Panic Safety Regulations in institutions receiving public services, - order of 18 november 1987, laying down the exhibition hall, - safety specifications of « Parc des expositions de la Porte de Versailles (april 2018)», - any related regulatory text. <p><u>Points to check :</u></p> <ul style="list-style-type: none"> - conformity of the installation in accordance with the specifications of the manufacturer’s technical leaflet and in particular, compliance with the load bars and any calculation notes, compliance with the direction of installation of the light bridges, control of the installation of alpha and beta pins, ... ; - use of properly checked lifting equipment (periodic check in accordance with applicable standards) and of equal and synchronous power; - compliance with the technical specifications established by the event organiser; - compliance with the maximum permissible loads per attachment point and compliance with the technical specifications of the site (calculation note at the expense of the competent technician); - use and implementation of lifting accessories (cable, slings, shackles, links, etc.) in compliance with applicable standards; - compliance of fastening points on suspended structures according to the standards in force in consistency with the loads to be supported; - installation of safety slings in the tensioned position, particularly for electric hoists; - double securing of the technical elements installed on the light deck or suspended structure, for example the headlamps, the screens, the loudspeakers, the signage elements,.... , . 		
<p>Competent technician of the company</p> <p>I, the undersigned (surname, NAME)....., attest to the honor, that all the "points to check" listed above will be checked and will comply with the French regulations in force (tick the corresponding box):</p> <p style="margin-left: 20px;"> <input type="checkbox"/> yes <input type="checkbox"/> no </p> <p>Date, signature :</p>		

