



Technical Regulations

Exhibition Centre

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ANNEX General Plan of the Exhibition Centre

PREMISE

The "Lodovico Maschiella" Exhibition Center located in Bastia Umbra (PG) in Piazza Moncada n. 1 is private property. All rights of concession of use and management are exercised by Umbriafiere S.p.A..

These Technical Regulations are a contractual document that obliges the organizers of trade fairs, exhibitors and fitters, as well as all persons (whether natural or legal persons) who operate in any capacity for the above-mentioned subjects within the Exhibition Center.

The organizers of events within the Exhibition Center, by signing the "agreement for the temporary use" of the Exhibition Center or part of it, undertake to fully comply with the provisions of this document and to ensure that the contents are also respected by exhibitors, fitters, suppliers and participants in the event organized by them.

Umbriafiere S.p.A. reserves the right to make changes and/or exceptions to these Technical Regulations at any time, even without prior notice, aimed at fulfilling any new rules or legal provisions, improving safety measures for visitors, reducing risks to the health and safety of workers, protecting the environment and improving fire prevention measures.

The updated version of these Technical Regulations is available on the website of Umbriafiere S.p.A. (www.umbriafiere.it).

1. DEFINITIONS

For the purposes of the provisions contained in these Technical Regulations, the following definitions shall apply:

- 1) **Exhibition Centre:** space intended for hosting events, with its own logistical organisation and relative usability intended for holding events, located in Piazza Moncada in Bastia Umbra (PG), as represented in the graphic diagram attached to this document.
- 2) **Manager:** legal entity that exercises all rights of concession of use and management of the Exhibition Centre, i.e. Umbriafiery S.p.A.
- 3) **Event:** temporary public or private event of a promotional, commercial, recreational, social, political, religious, recreational or sporting nature that takes place in the Exhibition Centre and involves the presence of people.
- 4) **Organizer:** legal entity that organizes the event.
- 5) **Exhibitor:** legal entity participating in the event with the availability of a specific area.
- 6) **Stand fitter:** legal entity that is the holder of the contract for the assembly and disassembly of the stand and possible construction of the exhibition structures.
- 7) **Supplier:** legal entity other than the Exhibitor and the Stand Builder having a direct contractual relationship with the Organiser or with the Exhibitor or with the Stand Builder for the supply of products, goods, equipment, equipment or services within the exhibition centre necessary for a specific event.
- 8) **Visitor:** is the natural person who accesses the Exhibition Centre to visit an event.
- 9) **Maintenance technician:** legal entity having a direct contractual relationship with the Operator for the ordinary and extraordinary maintenance of the technological systems and structures of the Exhibition Centre.
- 10) **Technical Safety Service:** service made up of one or more qualified technicians appointed by the Organiser to protect the health and safety of exhibitors, fitters, suppliers and visitors to the event. In particular, the Technical Safety Service collaborates with the Organiser in order to ascertain the compliance of structures, artefacts, systems and fittings with the current legislative provisions on accident prevention, technological systems, structural safety, fire prevention and emergency management.

- 11) **Technical Regulations of the Exhibition Centre:** a general document drawn up by the Exhibition Centre Manager which indicates the general and specific obligations and prohibitions for set-ups, dismantling and technological systems as well as special provisions on the safety of people, the environment, fire prevention and protection of the health and safety of workers.
- 12) **Event Regulations:** specific regulations established by the Organizer of the event that takes place within the Exhibition Center, which provide for the provisions for the organization and management of the event not expressly dealt with in the Technical Regulations of the Exhibition Center.
- 13) **Stand:** single area assigned by the Organizer to the individual Exhibitor.
- 14) **Complementary space set up:** area set up for conference rooms, exhibitions, offices and other services to support the event.
- 15) **Exhibition structure:** set of elements used to set up a stand or a complementary space set up.
- 16) **Marquee:** load-bearing structure with cover sheet, both open and closed on the sides.
- 17) **Set-up:** all the activities of preparation, organization and construction of a stand and/or a complementary space and/or a marquee, including the activities of:
 - a) assembly of structures;
 - b) assembly and positioning of furniture, sets and advertising material (billboards, banners, flags, totems, etc.);
 - c) installation of electrical systems (f.m.) and lighting systems to serve the stand and/or a complementary space and/or a marquee;
 - d) installation of the Exhibitor's own equipment and machinery necessary and functional to the exhibition activity (e.g.: refrigerators, refrigerated counters, computers, video projectors, etc.);
 - e) transport and positioning of material and/or products and/or equipment intended for display within the stand and/or a complementary space and/or a marquee;
 - f) transport and accommodation of animals intended for display inside the stand and/or a complementary space and/or a marquee.
- 18) **Dismantling:** all preparatory activities for the dismantling and removal of structures, furnishings, sets, electrical systems (f.m.), lighting systems, equipment and machinery of the Exhibitor, materials and products on display that are part of a stand and/or a complementary space and/or a marquee, including loading and transport outside the Exhibition Centre. The loading and transport of animals intended for exhibition outside the Exhibition Centre is also considered dismantling.

- 19) **D.U.V.R.I. (Single Document for the Assessment of Interference Risks):** document provided for by Article 26 of Legislative Decree no. 81/2008 drawn up by the Organiser or the Exhibitor or by both in relation to the characteristics of the event. This document is specific to each event, its contents are the result of design and organizational choices in accordance with the provisions of art. 15 of Legislative Decree no. 81/2008, with particular regard to the context of the event, the characteristics and location of the stands, and contains at least the following elements:
- a) times and dates of set-up and dismantling activities;
 - b) characteristics of the Exhibition Centre;
 - c) access and logistics methods of the Exhibition Centre;
 - d) management of emergencies and evacuation of the Exhibition Centre;
 - e) information on the risks present in the Exhibition Centre;
 - f) indications on the interfering risks present during the set-up and dismantling phases and related prevention and protection measures to be adopted.
- 20) **Emergency Plan (P.E.):** document that the Organizer draws up for each individual event in order to define the measures of fire prevention, firefighting, evacuation in case of serious and immediate danger, emergency management and first aid, or the measures necessary to deal with situations that could involve a danger to the safety of people or damage to property and the environment.
- 21) **Safety and Coordination Plan (P.S.C.):** document that the Organiser or Exhibitor draws up for the purpose of protecting the health and safety of workers for the preparation and dismantling of set-up structures, marquees or temporary works for trade fairs, with the exception of:
- a) set-up structures that have a height of less than 6.50 m. with respect to the stable surface;
 - b) bi-storey exhibition structures that have a plan projection area of the upper floor up to 100 m²;
 - c) marquees and temporary structures structurally independent, made with elements produced by a single manufacturer, assembled according to the indications, configurations and maximum loads, provided for by the same, whose total height, including the roofing elements directly connected to the support structure, does not exceed 8.50 m. in height with respect to a stable surface.

The minimum contents of the PSC for trade fairs must comply with the indications of Annex VI of the Interministerial Decree of 22/07/2014.

22) **Operational Safety Plan (P.O.S.):** document that the Bodybuilder draws up for the purpose of protecting the health and safety of workers for the preparation and dismantling of set-up structures, marquees or temporary works for trade fairs with the exception of:

- a) set-up structures that have a height of less than 6.50 m. with respect to the stable surface;
- b) bi-storey exhibition structures that have a plan projection area of the upper floor up to 100 m²;
- c) marquees and temporary structures structurally independent, made with elements produced by a single manufacturer, assembled according to the indications, configurations and maximum loads, provided for by the same, whose total height, including the roofing elements directly connected to the support structure, does not exceed 8.50 m. in height with respect to a stable surface.

The minimum contents of the P.O.S. for trade fairs must comply with the indications of Annex VI of the Interministerial Decree 22/07/2014.

2. OBLIGATIONS AND PROHIBITIONS

2.1 General obligations

Anyone entering the Exhibition Centre is obliged to maintain a civil behaviour in respect of the assets and equipment of the Operator and third parties present within the Exhibition Centre, as well as to promptly and scrupulously observe the prescriptions and instructions given by the Operator by means of signs, written notices, voice messages disseminated through the sound system and also through the service staff. It should be noted that voice messages broadcast through the sound system and verbal instructions given by the Operator's service staff prevail over all other notices.

2.2 Obligations of the Event Organizer

2.2.1 Events subject to authorisation

The Organizer is obliged to verify in advance whether the event he intends to prepare falls within the scope of art. 68, 69 and 80 of the T.U.L.L.P.S. (Royal Decree no. 773 of 18/06/1931 - Consolidated Law on Public Security) and consequently is subject to authorization by the Public Security Authority (Prefecture and Police Headquarters) and by the Municipality of Bastia Umbra. In this case, the Organizer is obliged to implement all the requirements provided for by current legislation in order to obtain authorization to carry out the event. At the end of the authorisation process, the Organizer sends a copy of the authorisation to hold the event to the Manager of the Exhibition Centre.

If the event is excluded from the above authorization regime, but falls within the scope of art. 18 of the T.U.L.L.P.S., the Organizer is obliged to notify the Police Headquarters at least 3 days before the start. Subsequently, the Organizer notifies the Manager of the fulfilment of the obligation to notify the Police Headquarters.

2.2.2 Obligation to prepare the Event Regulations and minimum contents

The Organizer of each event that takes place within the Exhibition Center is obliged to prepare a specific Event Regulations.

The Event Regulations must be delivered by the Organizer to the Manager well in advance of the start of the event, in order to check for any discrepancies with the provisions of these Technical Regulations, the technical and legislative standards applicable to the type of event and possibly make the necessary changes and/or additions.

The Event Regulations must contain the following minimum information:

- 1) Dates and times of the event.
- 2) Program of the event.
- 3) Names and telephone numbers of the various managers or contact persons of the Organiser.
- 4) Planimetric survey of the event with an indication of the areas of the Exhibition Centre involved in the event. In particular, in the planimetric survey, the Organizer must draw up its own project for the preparation of the event highlighting:
 - a) the location, size and characteristics of the individual stands (exhibition spaces);
 - b) the location, size and characteristics of the complementary spaces set up, for example: conference rooms, exhibitions, offices, receptions, warehouses and other services to support the event;
 - c) the location, size and characteristics of plaques and stands;
 - d) the location and size of the routes to visit the different stands, the exhibition areas and access the complementary spaces set up;
 - e) the location and itinerary to access the parking areas of the Outfitters, Exhibitors and Suppliers;
 - f) the possible location and itinerary to access the areas intended for visitor parking;
 - g) any encumbrances of exhibition structures that obstruct the existing emergency exits inside the exhibition halls, which must be taken into account for the calculation of the maximum capacity provided for in point 10 letter d) below;
 - h) indication of the type, characteristics and relative positioning of the technological systems serving the stands and exhibition areas (electrical, lighting, water, wastewater discharges, etc.);

Everything necessary for the design of the event must be included in the planimetric survey. The planimetric survey may be accompanied, at the discretion of the Organizer, by technical reports illustrating the event project.

- 5) Access and logistics of the event and in particular:
 - a) dates, times, methods of access and exit of the Stand Builders for the set-up and dismantling of the stands;
 - a) dates, times, methods of access and exit of the Exhibitors during the period of set-up and dismantling of their stand, as well as during the course of the event;
 - a) dates, times, methods of access and exit of the Suppliers of the Fitter and Exhibitors, including the supply of goods and materials during the period of the event with opening to the public;
 - b) dates, times, methods of access, reception and exit of the public from the event.

- 6) Particular obligations, prescriptions and prohibitions based on the type of event and in any case additional to those indicated in this document, with regard to set-ups, dismantling, technological systems, fire prevention and accident prevention.
- 7) Procedures for issuing access permits to the Exhibition Centre, stands and/or exhibition spaces outside the hours scheduled for the set-up, dismantling and carrying out of the event.
- 8) Methods of acquisition and return by Exhibitors of the exhibition area to the Organizer.
- 9) Requirements and specifications to ensure food safety during the event with regard to the storage, preparation and administration of food and beverages in accordance with the provisions of EU regulations and national and regional legislative provisions.
- 10) Specific requirements in the case of events with animals to ensure the safety and welfare of animals and biosecurity measures in accordance with current legislation.
- 11) Methods of organizing and managing day and night surveillance services during the period of setting up and dismantling the stands and exhibition areas, as well as during the course of the event. If, for particular and specific cases, the event provides for the presence of Exhibitors and/or Visitors in the Exhibition Centre after closing time to the public and/or during the night, the Organizer is obliged to guarantee a continuous concierge and surveillance service appropriate to the number of people who remain in the Exhibition Centre after closing time. In this case, the provisions for permanence, prohibitions and measures to be implemented in the event of a health emergency, fire and evacuation following extreme natural events (earthquakes, floods, etc.) must be included in the Event Regulations.
- 12) Methods of collection and disposal of waste produced by Stand Builders, Exhibitors and the Public.
- 13) Rules of conduct for visitors (obligations, prohibitions, methods of access, etc.) in accordance with the provisions of paragraph 2.6 below.
- 14) Methods of handing over the Exhibition Centre to the Operator.

The Organizer is obliged to disseminate the Event Regulations as widely as possible, before the start of the event, ensuring that the same is accepted by the Exhibitors, Fitters and Suppliers, also through publication on its website. The Event Regulations must be kept by the Organizer and made available to the bodies in charge of control.

The obligations, prescriptions and prohibitions provided by the Organizer in the Event Regulations may not in any case conflict with or derogate, even in part, from the obligations, prescriptions and prohibitions provided for by law and those indicated in these Technical Regulations drawn up by the Exhibition Center Manager.

2.2.3 Obligation to identify security measures for the protection of the physical integrity of the people present at the event

The Organizer of each event that takes place within the Exhibition Center is obliged to:

- a) provide for the classification of the risk level of the event, in accordance with the provisions of the Directive of the Cabinet of the Minister of the Interior no. 11001/1/110/(10) of 18/07/2018 "Organizational and procedural models to ensure high levels of safety during public events", as well as the provisions of the D.G.R. of Umbria no. 1468 of 09/12/2015 "Guidelines on the organization of medical assistance in events and demonstrations planned";
- b) prepare the appropriate safety measures, aimed at containing risks, for the physical safety of the people who will participate in any capacity in the event. These measures must take into consideration the peculiar critical conditions related to the type of event, the conformation of the places, the characteristics and the expected number of participants.

The Organizer must create an adequate structure and organization for the mitigation of risks for the purpose of protecting the physical safety of people, prepared in accordance with the Guidelines of the Directive of the Cabinet of the Minister of the Interior no. 11001/1/110/(10) of 18/07/2018, in particular:

- 1) the requirements for access to the event area must be defined with particular reference to the accessibility of emergency vehicles and the identification of the massing areas for emergency vehicles, these requirements may not derogate in any way from those provided for by laws, rules and regulations in force;
- 2) the access routes to the event area and those intended for outflow, as well as those intended for visits by the public, must be defined;
- 3) the spaces intended for Exhibitors and the Public must be defined;
- 4) the maximum capacity of the event area, of each individual pavilion and of the external exhibition areas must be defined, as well as the systems to ensure that it is respected;
- 5) in the event that the event provides for the presence of the public seated or standing in a fixed position, the spectator area must be defined which, depending on the complexity, must be divided into sectors, each with adequate paths for access, normal outflow and in case of emergency;

- 6) if necessary, additional fire protection must be defined in addition to that existing in the Exhibition Centre;
- 7) an Emergency Plan must be prepared that takes into account the characteristics of the event and the peculiarities of the Exhibition Centre with the indication:
 - the name of the person responsible for implementing the individual elements of the plan;
 - the names of the emergency, evacuation and fire-fighting personnel who must be in number appropriate to the characteristics of the event and in possession of the training required by current legislation on fire prevention and emergency management;
 - the names of the first aid officers, who must be in an adequate number for the characteristics of the event and in possession of the training required by current legislation on first aid;
 - the name of the service electrician, as provided for in paragraph 5.3 below, who must always be present during the course of the entire event.

The Emergency Plan must provide for effective executive procedures for intervention in the event of fire and for the evacuation of all people present in the Exhibition Centre following a serious and imminent danger that cannot be avoided, during the set-up, development and dismantling phases of the event.

In addition, when the characteristics of the event require it, the Organizer is obliged to:

- activate fire surveillance through a fixed supervision service of the Fire Brigade, pursuant to art. 18 of Legislative Decree no. 139/2006, in the case of manifestation with activities that may give rise to behavioural factors or sequences of uncontrollable events, which may assume such significance as to determine risk conditions that cannot be predicted and therefore cannot be addressed only with technical prevention measures, and in particular in the cases provided for by art. 4 of Ministerial Decree no. 261 of 22/02/1996;
- activate a fixed medical rescue service with a rescue and/or transport ambulance and/or team of rescuers on foot and/or medicalized vehicles or units, in accordance with the classification of the level of risk of the event carried out pursuant to the D.G.R. of Umbria no. 1468 of 09/12/2015.

The obligations, prescriptions and prohibitions provided by the Organiser in the risk mitigation design and in the Emergency Plan may in no case conflict with or derogate, even in part, from the obligations, prescriptions and prohibitions provided for by law and those indicated in these Technical Regulations issued by the Exhibition Centre Manager.

2.2.4 Safety regulations, fire prevention and accidents

The Organiser is obliged to observe and ensure that Exhibitors, Fitters, Suppliers and its workers comply with the laws and regulations of public safety as well as the entire legal and regulatory system in force regarding the protection of health and safety in the workplace, fire prevention and environmental protection.

In addition to the above, the Organiser is obliged to:

- 1) comply with all the provisions of these Technical Regulations regarding safety, fire prevention, accident prevention and environmental protection;
- 2) draw up the Single Interference Risk Assessment Document (D.U.V.R.I.), provided for by art. 26 of Legislative Decree no. 81/2008, containing indications on the interfering risks to the health and safety of workers, present during the set-up and dismantling phases as well as the related prevention and protection measures to be adopted to eliminate and/or reduce such risks.

The D.U.V.R.I. must be sent to all the subjects who intervene in various capacities in the set-up and dismantling phases (Exhibitors, Fitters, Suppliers).

Failure to comply with the laws, regulations and provisions mentioned above may result in the interruption of services by the Exhibition Centre Manager. The Manager assumes no responsibility for any consequences that may arise from such non-compliance, a responsibility that must be placed on the Organizer and the companies and/or self-employed workers appointed by it.

2.3 General prohibitions

The following general prohibitions must always be respected by anyone within the Exhibition Centre:

- 1) Prohibition to promote, offerings, alms and donations for institutions of any kind, to carry out religious, political or trade union activities, and any activity not related to the purposes of the event in progress.
- 2) Prohibition of attaching, hanging and attaching to the structures of the pavilions: posters, cables, panels, banners, stickers and similar materials. It is also forbidden to attach, hang and connect any metal ("truss") and/or other material structures to the structures of the pavilions.
- 3) It is forbidden to distribute advertising material (magazines, catalogues, brochures, brochures, etc.) not pertaining to the event in progress without the prior authorisation of the Organiser. Exhibitors may only provide for this distribution at their own stand; for different needs, they must ask the Organiser for prior authorisation.

- 4) Pursuant to art. 9 of Law no. 212/1956, on the day before and on those where the electoral votes are held, the following are prohibited: rallies, meetings of direct or indirect electoral propaganda, new billboards of printed matter, wall newspapers and posters.
- 5) The Organiser is prohibited from changing the position and content of the fixed advertising spaces managed by the Operator both inside and outside the pavilions. The Organiser may set up advertising spaces inside the pavilions using autonomous, self-supporting and suitably static supports not connected to the fixed structure. Any external posting of advertising materials must be agreed with the Manager. The municipal tax on advertising is always the responsibility of the Organizer.
- 6) Prohibition to cause harassment or disturbance, in any form, to the regular course of the event in progress, under penalty of immediate exclusion and removal from the Exhibition Centre.
- 7) It is forbidden to damage the structures of the pavilions and squares, the related equipment, in particular it is forbidden to drive nails, shoot staples, smear with paint, glue and adhesive tapes, drag heavy loads, circulate in the pavilions with vehicles without rubber wheels.
- 8) Prohibition of introducing explosive, detonating, asphyxiating, highly flammable and in any case dangerous materials into the Exhibition Centre without the necessary authorisations from the competent authorities and prior authorisation from the Manager.
- 9) It is forbidden to bring into the halls, and store at the stand, flammable substances, compressed or liquefied gases, caustic or corrosive substances, toxic, poisonous, irritating and radioactive substances. Containers of these substances may be displayed without their contents.
- 10) It is forbidden to bring into the closed areas of the Exhibition Centre: gas stoves, gas cylinders of any kind (LPG, Methane, O₂, etc.) or any type of material that may, even accidentally, be the cause of explosion.
- 11) Prohibition of the installation and use of LPG cylinders in the outdoor areas of the Exhibition Centre in ways other than those provided for in the "Technical indications for fire prevention for the installation and management of markets in public areas with the presence of fixed, removable structures and self-service shops" issued by the Department of Fire Brigades Office of the General Manager of 12/03/2014, Prot. 3794".
- 12) It is forbidden to use any type of open flame appliance, it is also forbidden to light fires, bracer, candles and the like. If, in relation to the peculiarity of the event, it is necessary to use open flame appliances, fires, braziers, candles and the like, the Operator may authorize the Organizer, exclusively upon request of the latter, after verifying that these activities can be carried out in maximum safety and that they do not conflict with laws, regulations or provisions on fire prevention. The Manager, before authorising, has the discretion to also obtain the opinion

of the bodies in charge of control (Fire Brigade, Police Headquarters, etc.). Exceptions to this prohibition may only be given in writing by the Manager to the Organiser.

- 13) Smoking is prohibited inside the exhibition halls, in the connected service areas (restaurants, bars, offices, conference rooms, etc.) and in any closed place within the Exhibition Centre.
- 14) Prohibition of smoking in outdoor areas near combustible materials and in places where this prohibition is indicated by appropriate signs.
- 15) It is absolutely forbidden for anyone inside or outside the Exhibition Centre to use the Umbriafiore S.p.A. trademark without the prior written authorisation of the same.
- 16) During the events, the Manager and/or the Organiser may, for special needs, prohibit entry to the Exhibition Centre or to the individual pavilions to people with bags, suitcases or other containers, prescribing their deposit in the cloakroom.

2.4 Introduction of animals into the Exhibition Centre

It is forbidden to bring any type of animal into the Exhibition Centre, except in cases where they have to participate in sector events and/or carry out socially useful tasks, the assessment of which is the sole responsibility of the Organiser.

Guide dogs for blind people and the canine units of the Police have free access, in the exercise of their functions and in compliance with the laws concerning their outfit.

It is strictly forbidden to let dogs circulate freely within the Exhibition Centre, even if they are muzzled.

It is not allowed to access the exhibition areas of agri-food products and the areas intended for specially marked livestock exhibitions with dogs.

The owner of the dogs is obliged to immediately remove any excrement (feces) of his animal in order to keep the places clean.

The Organizer of the event is obliged to monitor compliance with the provisions and prohibitions of this paragraph, with regard to the admission and circulation of animals and dogs in the Exhibition Center.

The Organiser of sector events in which animals are present (livestock fairs, dog shows, animal fairs of any kind, etc.) is obliged to implement, in the Exhibition Centre, all the provisions provided for by European regulations, national laws and regional provisions on animal health and biosecurity.

2.5 Special prohibitions for Exhibitors and Stand Builders

The following are particular prohibitions that all Exhibitors and Fitters must always respect within the Exhibition Centre, regardless of the type of event:

- 1) Prohibition of applying loads to the structures of the pavilions (floors, columns, partition walls, etc.).
- 2) Prohibition of piercing the floors of the pavilions and the surfaces of the external squares
- 3) It is forbidden to attach carpet or similar materials to the floor of the pavilions using double-sided adhesive tapes with strong adhesion or glue of any kind.
- 4) Prohibition of spreading naphtha, gasoline, solvents and other chemical products on the floor of the pavilions that may cause damage to the floors.
- 5) No placing loads of more than 1,000 kg/m² on the floor of the halls. In the case of concentrated loads, the Organiser and/or the Exhibitor is required to implement (at their own care and expense) all suitable measures to distribute the load on the floor in such a way as not to exceed the aforementioned limit of 1,000 kg/m² at any point and not to cause damage to the pavilions, with particular attention to the cover plates of the technological tunnels.
- 6) Prohibition of discharging wastewater into the technological tunnels of the pavilions without the aid of special drainage pipes to be grafted into the prepared connections. However, it is forbidden to dispose of corrosive water for metals, cement, solidifying substances, greases, oils, paints and foul-smelling water.
- 7) Prohibition to make, on one's own or through third parties not authorised by the Operator, direct connections to technological systems (water, electricity, compressed air, telephone, waste water discharges, etc.).
- 8) Prohibition to carry out works of any kind that involve changes to the state of the buildings or movable material of the Manager.
- 9) Prohibition of excavations and modification of exhibition areas.
- 10) Prohibition of lifting the cover plates of tunnels.
- 11) Prohibition of tampering with and drawing water from fire outlets, hydrants and hose reels.
- 12) Prohibition of tampering with the seals or locks placed on the electricity supply boxes.
- 13) Prohibition of introducing pressure vessels, the display of equipment with a tank is allowed as long as the tanks are empty.
- 14) Prohibition of displaying machinery and vehicles with internal combustion engines with a tank containing fuel.
- 15) It is forbidden to use electric resistance heaters or other similar electrical appliances inside the stands of the pavilions and in any case of all indoor structures.

- 16) It is forbidden to abandon part of the stand fittings in the Exhibition Centre, such as carpets, wood or residues and waste of any kind.
- 17) Prohibition of entry into the Exhibition Centre to minors under the age of 15 during all activities of preparation, preparation and dismantling of stands, set-up structures, marquees and spaces intended for the trade fair. Exhibitors and Outfitters who employ underage workers between the ages of 15 and 18 are required to strictly comply with the provisions of Legislative Decree no. 345/99 *"Implementation of Directive 94/33/EC on the protection of young people at work"*.
- 18) It is forbidden to occupy areas outside one's stand with one's own work, and if this is impossible due to proven technical needs, the necessary escape routes in the aisles must always be guaranteed. In this case, it must be verified, by the Exhibitor and/or by the Stand Builder who uses the spaces outside those of his stand, that this does not constitute a danger to the people who are present in the Exhibition Centre for various reasons.
- 19) It is forbidden to store empty, printed and advertising material in the stands and exhibition areas in excess of the normal daily requirements.
- 20) It is strictly forbidden to operate machines and/or equipment of any kind outside of special spaces adequately set up for the purpose of individual and collective protection against risks to the health and safety of people in general. In particular, it is forbidden to install and use, even for demonstration purposes only, machines and equipment in a manner other than the indications provided by the manufacturer of such machinery and equipment for the purpose of protecting the health and safety of people.
- 21) It is forbidden to operate machinery of any kind that may cause sound emissions, as well as radios, recorders, musical instruments and any sound diffusion device without the prior authorization of the Organizer. In any case, these appliances must be operated in such a way that noise levels are contained within the limits provided for by current legislation and in any case, so as not to cause damage and disturbance to Exhibitors and Visitors.
Any authorization for sound diffusion with radios, recorders, musical instruments and any sound diffusion device does not exempt the Exhibitor from the obligation to comply, at its own care and expense, with the provisions of the laws in force on copyright. For the fulfilment of copyright obligations, interested parties may contact:
 - to the SIAE Agency of Assisi located in Via Patrono d'Italia n. 66 / b, telephone 0758043480
 - to the SCF (Società Consortile Fonografici) located in Milan located in Via Leone XIII n. 14, telephone 024654751 or to the toll-free number 800767875.

The Organizer of the event is obliged to monitor compliance with the provisions and prohibitions indicated in this paragraph.

2.6 General rules for access and stay by visitors to the Exhibition Centre

Visitors, of any event that takes place within the Exhibition Centre, are required to comply with the following general rules and those laid down by the Organiser of the individual event which will be communicated by the Organiser himself through the official communication channels of the event (website, social media, etc.).

In particular, the Visitor must:

- 1) behave in accordance with the regulations on public order and safety and not represent a threat to the safety of the event in general or to the visiting public;
- 2) not to interrupt or disturb or try to interrupt the regular course of activities within the event;
- 3) pay the utmost attention and employ the utmost prudence and diligence within the event, and to comply with the notices and rules of conduct displayed in the areas of the event or in the vicinity of them;
- 4) Within the area of the event it is not allowed to introduce:
 - a) firearms and other instruments that may be offensive or harmful to the physical and/or mental safety of persons (by way of example but not limited to: guns, explosive devices, pyrotechnic devices, smoke bombs, toy weapons, reproductions and imitations of firearms that can be mistaken for real weapons, electric shock batons, chemicals, gases and sprays capable of producing disabling or immobilizing effects, acids and animal repellents, knives, blades, box cutters, scissors, etc.);
 - b) trumpets and musical instruments of any kind, where not expressly authorized by the Organizer, megaphones and other sound amplification emission systems and other objects that may constitute a danger to the safety of the subjects present within the area of the event and cause disturbance, or compromise the regular conduct of the event itself;
 - c) narcotics, poisons, harmful substances, flammable material, paints or other soiling material;

In addition, minors can access the event area (in any case with a ticket, as allowed by the entry methods of the individual events) only if accompanied by an adult (a person who is at least 18 years old).

School visits are allowed only if previously accredited and only on the days indicated by the Organizer. Non-accredited school groups will not be allowed access to the event area.

The Visitor, as an essential condition for accessing the event area, gives his/her consent to security checks, also with the use of metal detectors, before and during the visit. In the context of these control and security activities, in order to prevent the undue introduction into the event area of the materials and substances indicated in point 4 above, the Visitor may be invited to show the contents of bags, backpacks and any other luggage or personal items carried.

Any behaviour that may generate dangerous situations and/or endanger the personal safety of the Visitor or third parties and/or any behaviour contrary to public order and/or morality and/or that may, in any way, disturb the smooth running of the event and the activity of the Organiser, including, for example: smoking in areas that are not reserved for this purpose, gambling, unauthorized collection of money, promotional activity (individual or group), any form of protest activity (also related to political, association, trade union or religious bodies), sale of goods by unauthorized parties or in unauthorized places, sale of tickets, unauthorized transmission and/or recording of data, for commercial purposes, through recording devices and/or cameras, cameras, attempts to access restricted areas, request for money or other goods without being authorized (for example for musical or entertainment activities at the entrance or inside the event area, begging, scalping, etc.).

The Visitor also acknowledges that all the external and internal areas of the exhibition centre, for security reasons, are subject to video surveillance. The images taken through these systems may be made available, upon request, to the judicial authorities or the judicial police.

The Organiser is obliged to communicate to Visitors the aforementioned general rules and those specific to the event, in the manner it deems most appropriate to ensure maximum dissemination.

2.7 Exceptions to obligations and prohibitions

Exceptions to the obligations and prohibitions provided for in these Technical Regulations may be ordered only and exclusively by the Exhibition Centre Manager, by means of a specific written document communicated directly to the Organisers, Exhibitors, Fitters and Suppliers, indicating the reasons for the derogation and specifying any alternative measures to be adopted.

3. ACCESS TO THE EXHIBITION CENTER AND INTERNAL CIRCULATION

For the circulation, parking and stopping of vehicles within the Exhibition Centre, it is mandatory for anyone to strictly comply with the following provisions:

- 1) compliance with the provisions of the horizontal and vertical signs present;
- 2) compliance with the maximum speed limit of 10 km/h for any type of vehicle;
- 3) it is mandatory in the event of prolonged stops to always turn off the engine;
- 4) it is mandatory to park only in the spaces designated for this;
- 5) it is forbidden to stop and stop even for a few moments with one's vehicle in front of the access doors to the pavilions, emergency exits and near intersections;
- 6) it is forbidden to obstruct the accesses to the Exhibition Centre, the streets dedicated to emergency traffic and escape routes with the stop of one's vehicle;
- 7) it is forbidden to park during the night with vehicles within the District even in the event of mechanical failure;
- 8) access to any type of motor vehicle inside the pavilions is prohibited, with the exception of vehicles and forklifts with electric motors;
- 9) by way of derogation, access is allowed to vehicles with combustion engines of a class of not less than Euro 3 on condition that the engine is immediately switched off during the loading and unloading of materials and only if expressly authorised by the Operator (exceptions will be granted only in the case of objective alternative impossibilities for the unloading and loading of particularly bulky and heavy materials);
- 10) parking in the vicinity of the pavilions must be limited to the time strictly necessary for loading and unloading goods and equipment, vehicles not used for these operations must be placed in the areas reserved for parking;
- 11) the unloading and parking of containers or trailers or detachable parts of non-self-propelled vehicles in the area of the district are also not permitted, unless expressly authorized by the Manager.

For anything not explicitly provided for in this regulation and where applicable, it is mandatory for anyone to comply with the provisions contained in the Highway Code in force.

People and vehicles used for the transport of goods will be able to access the Exhibition Centre exclusively on the days and at the times established by the Organiser of the event and provided for in the Event Regulations. In any case, all persons and vehicles of the Stand Builders, Exhibitors and Suppliers must be in possession of a special entry permit issued by the Organiser.

The Exhibitor is issued by the Organiser with access permits for persons and vehicles, in the manner and in the quantities provided for in the Event Regulations, in compliance with the limits imposed by the capacity of the Exhibition Centre and by the competent authorities responsible for issuing any authorisations for the operation of the event.

Access permits for vehicles must be requested exclusively from the Organizer in the manner provided for in the Event Regulations which must also provide for transit and parking areas.

The Operator is exempt from any responsibility for the custody of the vehicles and will not be responsible in any way for damage and theft of any kind.

The Operator assumes no responsibility for any damage to vehicles parked or moving within the Exhibition Centre during the entire period of an event managed by a third-party Organiser.

1. SET-UPS AND DISMANTLING

4.1 General provisions

The Organiser regulates the use of the exhibition spaces and the related set-ups and dismantling in compliance with the provisions contained in these Technical Regulations and the requirements of the applicable technical and legislative regulations.

The fittings, furnishings, ancillary stocks, material and products on display, as well as the installation and use of the stands and additional spaces must comply with the applicable laws on safety, fire protection, accident prevention and environmental protection.

The Operator has the right to have installed and set up installations that are in conflict with the above-mentioned laws and/or with the provisions set out in these Technical Regulations and/or with any provisions issued by the Operator by means of specific information circulars, removed or modified at any time, even after the assignment of the stands and/or complementary spaces set up by the Organiser. If the Manager intends to make use of this option, he will notify the Organizer of the event in advance.

Any removals and/or changes will be carried out at the expense and care of the owner of the exhibition space without any increase in costs for the Manager.

4.1.1 General provisions for the preparation and dismantling of temporary systems and works for musical and entertainment performances in general

For the assembly and disassembly of temporary works, including their set-up and dismantling, of audio, lighting and stage engineering systems, created for musical, cinematographic, theatrical and entertainment performances in general, it is mandatory to apply the provisions of art. 1 of the Interministerial Decree of 22/07/2014, subject to the following exclusions:

- 1) activities that take place outside the assembly and disassembly phases of temporary works, audio, lighting and stage engineering systems;
- 2) assembly and disassembly of platforms up to 2 meters high with respect to a stable surface, not connected to other structures or supporting other structures;
- 3) assembly and dismantling of beams, systems of beams or trellises suspended from stands or towers with manual or motorized lifting, the assembly of which takes place on the ground or on the stage surface and whose final height with respect to a stable surface measured at the extrados, does not exceed 6 meters in the case of stands and 8 meters in the case of towers;
- 4) assembly and dismantling of temporary prefabricated works, made with elements produced by a single manufacturer, assembled according to the indications, configurations and maximum loads, provided for by the same, whose total height with respect to a stable surface, including the roofing elements directly connected to the support structure, does not exceed 7 meters.

The Organizer of the event is obliged to monitor compliance with the provisions of the Interministerial Decree of 22/07/2014 and to verify the applicability of any exclusions.

4.1.2 General provisions for the set-up and dismantling of structures and temporary works for trade fairs

For the preparation and dismantling of exhibition structures, marquees or temporary works for trade fairs, the provisions of art. 6 of the Interministerial Decree of 22/07/2014, subject to the following exclusions:

- a) set-up structures that have a height of less than 6.50 m. with respect to the stable surface;
- b) bi-storey exhibition structures that have a plan projection area of the upper floor up to 100 m²;
- c) marquees and temporary structures structurally independent, made with elements produced by a single manufacturer, assembled according to the indications, configurations and maximum loads, provided for by the same, whose total height, including the roofing elements directly connected to the support structure, does not exceed 8.50 m. in height with respect to a stable surface.

The Organizer of the event is obliged to monitor compliance with the provisions of the Interministerial Decree of 22/07/2014 and to verify the applicability of any exclusions.

4.2 Set-ups

The Exhibitor will set up its area within the surface limits assigned by the Organizer (identifiable by means of adhesive tapes applied to the floor and/or a special plan), without prejudice to the prohibition of obstructing the passage in the lanes and respecting all the provisions set out in these Technical Regulations and those issued directly by the Organizer.

The set-up of the stands and complementary spaces set up, both in covered and uncovered areas, can only be carried out upon presentation to the Organiser, by the Exhibitor, of a set-up project. Subsequently, the Organizer will assess the compliance of the project with the laws in force and the provisions of the Event Regulations and these Technical Regulations. In the event of a positive evaluation, the Organizer will authorize the Exhibitor to set up the stand. In the event of a negative evaluation, the Organizer will provide the Exhibitor with all the necessary information to make the stand and/or the complementary space set up compliant.

The preparation of the stands and complementary spaces set up can only begin after the approval of the set-up project by the Organiser.

During the preparation of the stands, however, all the accident prevention regulations and safety requirements set out in these Technical Regulations must be complied with.

In view of the short time available for carrying out work on the stand, it is recommended, as far as technically possible, that the various parts of the set-up arrive at the Exhibition Centre consisting of prearranged and finished elements, so that they involve only simple assembly and final touch-up operations on site.

Any elements of the set-up or the products on display may not occupy, even partially, the areas intended for passage lanes and escape routes.

The Stand Builders must, in any case, set up the stands and the complementary spaces set up in such a way as not to damage the aesthetics of the neighbouring stands and not to cause damage to other participants and Visitors. The sides of the stands facing other stands must be closed with regular, adequately finished and non-transparent surfaces.

The height of the stands and complementary spaces set up may not exceed that of the partition walls installed by the Organiser.

All fittings must not exceed the maximum height of 3.00 meters unless otherwise established and authorized by the Manager.

All (American) lattice structures must in any case be self-supporting. All the vertical elements must be connected to each other with horizontal elements in order to form a single body structure.

It is forbidden to connect the stands and lattice structures with the fixed structures of the halls (e.g. perimeter walls, ceilings, false ceilings, flooring, partitions, etc.).

For fixing to the floor of coverings such as carpet, linoleum, parquet or similar, only the use of easy-to-remove double-sided adhesive tapes is allowed, which do not leave residues on the floor.

The fittings and related systems must be built in a workmanlike manner in full compliance with accident prevention and fire prevention regulations.

It is mandatory for the Bodybuilder to remove and remove from the Exhibition Centre the materials used for the set-up (walls, false ceilings, coverings, etc.), any residues of double-sided adhesive tapes and the like as well as any type of waste produced during the setting up of the stands, in accordance with the provisions of Chapter 9 below.

4.3 Classification of equipment materials for reaction to fire

All the material to be used for the set-up (partitions, backdrops, various structures, platforms, coverings, fabrics, curtains, false ceilings, etc.), if not non-combustible, must meet the requirements set out in paragraph 7.1 below.

All outfitting materials must be installed in a manner strictly compliant with the provisions of their approval certificate issued by the Ministry of the Interior.

It is forbidden inside the pavilions to use plastic materials that are not fireproof at origin, reeds, mats, straw and hay even in bales, racks, artifacts made with cardboard and derivatives, curtains made of thin wooden strips (Venetian blinds) or similar.

The previous requirements relating to the classification of materials do not apply to the materials on display and to the furniture in general used to furnish the stands.

The Organiser is obliged to carry out the relevant checks to ensure the effective use of materials with a suitable Fire Reaction Class.

4.4 Static nature of the fittings and marquees

The Organiser is required to acquire and keep the Declaration of correct assembly of the stand and the marquees of each Exhibitor, and to make it available, if requested, to the Manager and/or the Bodies in charge of control.

In the event that the setting up of the stand or the construction of a marquee is carried out directly by the Exhibitor or by a Stand Builder on his/her behalf, the Exhibitor is obliged to deliver to the Organiser the Declaration of correct assembly of the stand or marquee.

Failure by the Exhibitor to deliver the Declaration of correct assembly of the stand or marquee may result in the Organiser closing the stand and/or the complementary space set up, as well as taking the appropriate measures to ensure safety conditions, without prejudice to any responsibility on the part of the Exhibitor who will bear the costs of the preparatory activities for the safety of the stand or marquee.

Any responsibility for the statics of the stands and any damage that may be suffered by persons or property owned by the Manager or third parties, due to the static unsuitability of the stands and marquees, is borne exclusively by the Organiser and/or the Exhibitor if provided for by the contractual agreement with the Organiser.

The Organizer will be held responsible by the Manager, if aware of the failure to deliver the Declaration of correct assembly of the stand or the marquee by the Exhibitor, does not take any action.

4.5 Platforms

The construction of platforms accessible to the public with a height of more than 0.30 meters is not allowed inside the Exhibition Centre.

If, due to particular needs due to the peculiarity of the event or the venues, it is necessary to build platforms or mezzanines with a height of more than 0.30 meters, the Organizer must request prior authorization from the Manager, who may issue it exclusively under the following conditions:

- 1) platforms accessible to the public with a height of more than 0.30 m must guarantee a capacity adequate to the number of people potentially present, in addition to the loads induced by any furniture, machines or equipment installed or positioned for display. The maximum allowable load must result from a specific calculation carried out by a qualified technician in accordance with current legislation who will prepare an adequate executive project.
- 2) The construction of a platform accessible to the public with a height of more than 0.30 m must always be accompanied:
 - a) an executive project with capacity calculations and assembly methods;
 - b) the declaration of correct assembly made by the executing company (Fitter);
 - c) the technical documentation certifying compliance with the Reaction to Fire Class of the platform in accordance with the requirements set out in paragraph 7.1 below
 - d) by the static test signed by a qualified technician who certifies its static suitability and its usability by the public.
- 3) In passages intended for the public, the platforms must:
 - a) be connected to the floor of the pavilion or external squares with steps having the following dimensions:
 - riser of not less than 16 cm. and not exceeding 20 cm.
 - tread not less than 23 cm. and not exceeding 30 cm.
 - b) have at least one slide with a slope of no more than 8% to ensure access for the disabled; Steps and slides should not clutter the lanes for visitors.
- 4) The corners of the platform, especially those near the intersections of the lanes, must be rounded or protected to prevent tripping by visitors. The perimeter must be closed with the possibility of inspection on each side.

It is strictly forbidden to make platforms accessible to the public with a height of more than 0.30 cm. in a manner that differs from what is indicated in points 1), 2), 3) and 4) above.

The Organizer is obliged to acquire and store the documentation referred to in point 2) above, and to make it available, if requested, to the Manager and/or the Bodies in charge of control.

4.6 Glazed walls

Any furniture or walls made with glass or full-height mirrors must be adequately marked and protected from impacts. The glass walls must comply with the technical standards in force in terms of characteristics, resistance and installation system.

In the event that glass walls are planned to be placed in direct contact with the public, without any protection, the person for whom the set-up was created (Organiser or Exhibitor) must acquire and keep the following documentation issued by the Fit-Divider:

- CE certificate certifying that it is a glass that complies with the UNI 7697:2021 standard "*Safety criteria in glass applications*";
- Declaration of correct assembly to the rule of the art of the glass wall.

The Organiser is obliged to acquire and keep the above documentation and to make it available, if requested, to the Manager and/or the Bodies in charge of control.

4.7 Stages for shows and similar events

The construction of stages for shows and similar events is permitted within the Exhibition Centre both inside the pavilions and in the external squares, subject to the exclusive authorisation of the Manager, who verifies the feasibility following the request of the Organiser and identifies the conditions for the construction and operation linked to the specific location and context of the event in accordance with current legislation.

In particular, the construction of a stage for shows and similar events must always be accompanied:

- 1) an executive project with capacity calculations and assembly methods;
- 2) the declaration of correct assembly made by the executing company (Fitter);
- 3) the technical documentation certifying compliance with the Fire Reaction Class of the materials in accordance with the requirements set out in paragraph 7.1 below;
- 4) from the static test signed by a qualified technician who certifies its static suitability;
- 5) the report relating to the suspended loads that must be installed in accordance with the Circular of the Ministry of the Interior No. 1689 of 01/04/2011.

The construction of stages for shows and similar events must be carried out in accordance with the provisions of the Interministerial Decree of 22/07/2014.

The Organiser is obliged to acquire and keep the above documentation and to make it available, if requested, to the Manager and/or the Bodies in charge of control.

4.8 Kitchens

In the Exhibition Centre, only electrically powered cookers may be installed, subject to the exclusive authorisation of the Manager, who verifies the feasibility following the request of the Organiser and identifies the conditions for the construction and operation linked to the specific location and context of the event.

If the installation of electric cookers inside the pavilions is authorised, each working hob must be equipped with a hood for the expulsion of fumes to the outside. In special cases, with the presence of low-power hobs, very low production of steam/cooking smoke and occasional use, recirculating hoods can be installed that treat the fumes adequately.

The Organiser is obliged to carry out the relevant checks to ensure the effective use of the electric cookers in accordance with the conditions for construction and operation provided by the Manager.

4.9 Electrical systems serving the stands and complementary spaces set up

All electrical systems serving the stands and complementary spaces set up must comply with the provisions of Chapter 5 below.

4.10 Dismantling of the stand and return of the area

At the end of the event, the area must be returned by the Exhibitor to the Organizer, within the terms established by the Event Regulations.

Failing this, the Organiser shall proceed by right to dismantle the structures and transport them outside the Exhibition Centre in order to return the Exhibition Centre to the Manager. The costs for the dismantling by right by the Organizer may be charged to the owner of the exhibition space without any increase in costs for the Manager.

It is mandatory to remove and remove from the Exhibition Centre the materials produced following the dismantling of the stands (e.g. walls, false ceilings, cladding, residues of double-sided adhesive tapes, etc.), as well as any type of waste produced during the dismantling of the stands, which must be managed in accordance with the provisions of Chapter 9 below.

The dismantling of stands, set-up structures, marquees and temporary works must be carried out in compliance with the provisions of Title IV Chapter I of Legislative Decree no. 81/2008 and articles 8 and 9 of the Interministerial Decree of 22/07/2014, by the Organiser or the Exhibitor who has the ownership and exercises decision-making and spending powers, on whose behalf the dismantling activities are carried out, limited to the scope of the exercise of the aforementioned powers.

During the dismantling phase of the stands, all the accident prevention rules and safety requirements set out in these Technical Regulations must be complied with.

4.11 Packaging

Packaging material may not be stored inside the stand. During the set-up and dismantling periods, it is mandatory to immediately clear the packaging from the stand and the aisles, which can only be used temporarily and only for loading/unloading the set-up materials or products on display. However, this occupation must be carried out in an orderly manner, avoiding making the lanes themselves completely unusable. Packaging intended for waste must be disposed of in accordance with the provisions of Chapter 9 below.

2. ELECTRICAL

The Organiser and the Exhibitor for the part of the system under their responsibility, between the Operator's delivery point and the points of its use, must use materials and equipment that comply with the technical standards in force. Connections to the delivery points must be made only by the staff of the specialized company authorized exclusively by the Manager.

It is absolutely forbidden for the Organizer and the Exhibitors to connect directly to the Operator's delivery point using other personnel not authorized by the Operator. The Organizer and the Exhibitor exempt the Operator from any and all liability for damage that may result to persons or property from the systems carried out directly.

All electrical installations in the stands, in the complementary spaces set up or in the internal and external exhibition areas assigned to the Exhibitors or managed directly by the Organiser, are to be understood as temporary systems, or electrical circuits, when they are not part of the fixed electrical system of the Exhibition Centre.

5.1 Electrical installations in the stands

5.1.1 Electricity supplies

The supply of electricity for plants with absorptions greater than the supply included in the participation fee must be requested by filling in the appropriate form, which indicates the supply conditions, the related tariffs and the operating specifications.

5.1.2 Characteristics of the electricity supply

Distribution systems: TN-S ground connection mode; system of active conductors Three-phase with Neutral (4 conductors) at nominal voltage 400/230V, or Single-phase (2 conductors) at nominal voltage 230V; alternating current with a frequency of 50Hz.

5.1.3 Compliance with laws and regulations

As far as electrical installations are concerned, the Organiser, Exhibitors and Outfitters must comply with all the Laws and Technical Standards (CEI, UNI, etc.) in force and applicable to the type of event, with particular regard to the following:

- Law no. 186 of 01/03/1968
- Ministerial Decree no. 37 of 22/01/2008
- Legislative Decree no. 81 of 09/04/2008
- Legislative Decree no. 86 of 19/05/2016 (Implementation of Directive 2014/35/EU)
- CEI 64-8 standard, with specific attention to Part 4 "Safety requirements" and Part 7 "Special environments and applications" in Sections 711 "Fairs, exhibitions and stands", 751 "Environments at greater risk in the event of fire" and 752 "Electrical systems in places of public show and entertainment".

5.1.4 Types of installations

The supply of electricity to the Organizer and the Exhibitors can take place in two ways:

- a) by means of a cable made available by the Manager, with free terminations, to which the Organizer and/or the Exhibitor will connect by its own means, in which case the installations are defined as *the "electrical system of the exhibition area"*;
- b) by means of socket-plug connections from the panel or turret made available by the Operator, in which case the installations are defined as *"electrical set-up of the exhibition area"*.

In both the above cases, the companies (installers) appointed by the Organizer or the Exhibitors or Outfitters are obliged to carry out the electrical systems and/or fittings in accordance with the provisions of Ministerial Decree no. 37 of 22/01/2008, the applicable CEI Standards and the provisions of these regulations.

The construction of electrical systems and/or fittings in the exhibition areas must be carried out at the expense and care of the Organizer or the Exhibitor (who will be solely responsible) and without causing damage, disturbance or impediment to neighboring Exhibitors. The Organizer or the Exhibitor for the construction of the electrical systems and/or fittings in the exhibition areas must mandatorily use companies that meet the requirements set out in paragraph 5.1.5 below. These companies, before connecting to the electricity supply network of the Exhibition Centre, must verify that the electrical system or set-up built is suitable to be connected to the electricity supply network, exempting the Operator from any and all liability for damage that may occur to persons and/or property following the omission of such control.

The connection of the electrical systems and/or fittings to the electricity supply network of the Exhibition Centre may only be carried out by personnel directly appointed by the Operator.

The electricity supply points must be easily accessible, accessible, inspectable and in any case free from any obstruction, to allow constant verification and facilitate electricity connection operations by the staff appointed by the Operator. In the event of difficulties in carrying out these activities due to obstacles and encumbrances due to an irregular construction of the exhibition area, the Manager will not provide for the connection until the removal of such obstacles and/or encumbrances by the Organizer or the Exhibitor.

It is absolutely forbidden for the Organizer, the Exhibitors and the Stand Builders, as well as the installers directly appointed by these parties, to directly connect the electrical systems and/or fittings of the exhibition areas to the electricity supply network of the Exhibition Centre.

5.1.5 Companies authorized for the execution of electrical systems and fittings

All electrical systems and/or fittings in the exhibition areas and functional to the performance of the event must be carried out by qualified companies pursuant to art. 3 of Ministerial Decree no. 37 of 22/01/2008, or in possession of the technical-professional requirements established by article 4 of the same decree. The company, or its installation staff, must be able to show at any time, at the request of the Organizer or the Manager, the certificate of registration with the C.C.I.A.A. from which it appears the possession of the technical-professional requirements for the construction of electrical systems.

If the Organizer or the Manager ascertains that the company does not meet the requirements provided for by law, the works will be immediately suspended and the company removed from the Exhibition Center.

5.1.5 Declaration of conformity

After the installation of the electrical systems and/or fittings in the exhibition areas, each Exhibitor is required to submit to the Organizer the "Declaration of Conformity of the system built to the rule of the art", as required by art. 7 of Ministerial Decree no. 37 of 22/01/2008, drawn up by the company executing the electrical systems and/or fittings.

In the event that the Organiser directly appoints a company to carry out the electrical systems and/or fittings for several Exhibitors, it will be the responsibility of the Organiser to acquire and keep the "Declaration of Conformity of the systems built to the rule of the art" of the various exhibition areas. The Declaration of Conformity of the electrical systems and/or fittings made in each exhibition area must be kept by the person who commissioned the installation company (Organizer or Exhibitor), to be shown, in case of request, to the Supervisory Bodies (Fire Brigade, ASL, etc.).

A copy of the Declaration of Conformity of the electrical systems and/or fittings made in the exhibition areas must be delivered by the Organiser or the Exhibitor to the Operator for the purpose of connecting the system to the distribution network. In the event of failure to deliver the Declaration of Conformity, the Operator may:

- 1) not allow the connection of the system and/or the electrical set-up to the energy delivery point and, if this has already happened for any reason, will command its disconnection;
- 2) check with your service electrician, referred to in paragraph 5.3 below, the conformity of the system and/or the electrical equipment made, making, if necessary, any changes to make it compliant with current regulations. The costs deriving from the activities carried out by the Operator's service electrician will be entirely borne by the Organiser, who will have the right to claim against the Exhibitor, if the latter is the person who built the system and/or the electrical set-up.

The Declaration of Conformity is not necessary in the case of electrical installations consisting of simple user devices, connected directly to the sockets of the panels or turrets of the electrical system existing in the Exhibition Centre and made available by the Manager.

5.2 Regulations for electrical installations

5.2.5 General characteristics of electrical components

All electrical components must comply with Legislative Decree no. 86 of 19/05/2016 "Implementation of Directive 2014/35/EU on the harmonization of the laws of the Member States relating to the making available on the market of electrical equipment intended to be used within certain voltage limits".

All components must be "CE" marked, the use of electrical components that do not comply with the aforementioned regulations is prohibited.

5.2.6 Exhibiting equipment

Electrical equipment that is not part of the system or set-up but is the subject of exhibition, may only be powered if marked "CE" and compliant with Legislative Decree no. 86 of 19/05/2016, in particular, data processing machines, accounting machines, office equipment and the like must comply with the applicable technical regulations.

5.2.7 Showcases and the like

Showcases, bulletin boards or similar display devices, if equipped with lighting, shall comply with the provisions of Section 713 of Part 7 of Standard 64-8: 2024-07 "Electrical installations in furniture" and shall be constructed to contain or support lighting fixtures that comply with the regulations. Exposure devices containing lamps simply connected indoors are not permitted. The lighting fixtures used must be mounted in such a way that their thermal balance is not altered and so that the power cables are not damaged, both during assembly and operation.

5.2.8 General Installation Policy

All electrical components, including user appliances, must be installed as far as possible out of reach of the public. The minimum height from the ground of any lamps not enclosed in suitable casings and of cables laid in view not inside ducts must be 2.5 meters.

The parking power supply panel, connections, branches and controls must not be accessible to the public.

For user devices displayed in demonstration of operation, accessibility by the public is permitted, provided that they comply with the specific regulations and regularly connected to the network, in full compliance with the protection against direct and indirect contact. The Exhibitor will however ensure that the use of these devices by the public is under its supervision.

All electrical components must be installed in such a way as to prevent people, or any other material placed in the vicinity, from suffering the harmful effects derived from the heat developed or the effects

of thermal radiation; this is in order to avoid combustion or deterioration of materials, burns, reductions in the operating safety of electrical components.

In particular, it should be noted that it is forbidden to use electric heating appliances of any kind.

Electrical components that can reach dangerous surface temperatures cannot be placed in contact with or near easily combustible materials; in this case, a screen made of non-combustible material (reaction to fire class 0) and thermally insulating must be interposed.

In the case of luminaires equipped with ballasts and marked with the symbol F, this precaution is not necessary. The Exhibitor will take adequate precautions if the power cuts or the lack and subsequent restoration of the voltage may involve dangers to people, property or stand fittings.

5.2.9 Protection against direct contact

All active parts must be protected by insulation or enclosures and barriers such as to ensure at least the degree of protection IPxxB (not accessible to the test finger).

As an additional protection, it is required that a high-sensitivity residual current circuit breaker with a nominal tripping current $I_{dn} = 0.03 \text{ A}$ is installed upstream of all systems and fittings. If the residual current protection made available by the Operator is of higher calibration, the installer appointed by the Organiser and/or the Exhibitor will use a residual current protection with the required calibration.

5.2.10 Protection against indirect contact

The delivery of energy to the Exhibitor takes place under differential protection, so all downstream installations will be equipped with a protective conductor of adequate cross-section and all components that require it will be regularly connected to it.

Under no circumstances may the protective conductor be connected to the neutral conductor.

5.2.11 Overcurrent protection

In the event that the stands and/or exhibition areas require electrical systems with specific characteristics, the sizing of the protections and their coordination with the conductors' section will be carried out in accordance with the regulations in force by a qualified technician appointed by the Organizer or the Exhibitor.

In the case of electrical set-up of the stand and/or exhibition area, it will be the responsibility of the installer appointed by the Organizer or the Exhibitor, to verify that the equipment present in the panels or towers made available by the Operator, are suitable to ensure coordination with the section of the conductors used, if necessary, the installer himself will provide the electrical set-up with supplementary protections.

For the maximum permissible cable capacities, see the following paragraph.

5.2.12 Cables

The cables to be used must be exclusively of the multicore type, compliant with the regulations in force for mobile installation with a minimum section of 1.5 mm² and in any case, when laid in a bundle of the fire-retardant type and with a minimum nominal voltage of 450/750V (Uo/U).

These regulations do not apply to the power cords of the user appliances, which must comply with the construction standards of the appliance itself.

All cables must have their own protective conductor.

No other types of cables are allowed.

In particular, the use of cables for fixed laying and single-core cables is not permitted, except in cases where, given the current of use expected in the pipeline, it is necessary to use cables with a conductor cross-section greater than the maximum on the market for the cables specified above, in these cases the cables must in any case be of the multicore type, fire-retardant (CEI EN 6032-1-2 Standard), with reduced emission of corrosive gases (CEI EN 60754 Standard) and with a minimum nominal voltage of 450/750V (Uo/U).

The maximum permissible capacities for PVC-insulated multicore cables, for an ambient temperature of 30 °C are:

Single-phase circuits		Three-phase circuits with neutral	
Section and Training	Permissible flow rate (A)	Section and Training	Permissible flow rate (A)
3G1,5	17	5G1,5	15
3G2,5	22	5G2,5	21
3G4	30	5G4	28
3G6	40	5G6	36

The types of installation allowed are: in pipe or channel, metal or insulating; simply in view, in this case firmly anchored and placed out of reach of the audience. The sections of pipeline that, for special needs, are laid on the floor, must be limited to a minimum and be mechanically protected by channels or other envelopes and may not be installed in areas of public transit.

5.2.13 Prefabricated tracks

Prefabricated tracks can be used for lighting circuits and must be installed at a height of not less than 2.5 meters from the floor or street level.

5.2.14 Lighting fixtures

They must be installed out of reach, therefore be protected by screens or barriers or be placed at a height of at least 2.5 meters from the floor or street surface.

The fastening must be sturdy and secure so as to avoid any danger of accidental fall or disconnection. All lighting fixtures must be flame and ignition resistant. In the case of suspended installation, the assembly must take place in such a way that the movement does not damage the power cables, which must not be subjected to any mechanical stress. Installation on combustible substrates is not permitted, with the exception of appliances with a ballast and the F mark.

An adequate safety distance must be maintained between the materials present and the illuminated fixtures, in particular for spotlights and small projectors this distance must comply with the following conditions:

Luminaire power	Safety distance from materials
up to 100W	greater than 50 centimeters
100 to 300W	greater than 80 centimeters
300 to 500W	greater than 1 meter

All luminaires with halogen lamps and those with halide lamps must be of the type with a lamp safety screen.

5.2.15 Boards and feeding towers

For each stand or exhibition area within halls 7, 8 and 9 only, the Operator provides one or more power supply devices, such as turrets or switchboards, complete with overcurrent and differential protections; the connection to these panels will be made by means of a socket-plug connection of the type for industrial use (CEI EN 60309).

It will be the installer's responsibility to verify the suitability of the calibration of the protections in relation to the pipes and the equipment supplied. If the calibration is not suitable, the installer himself will equip the set-up with the necessary protections.

5.2.16 Plug sockets

All sockets must be installed in a place not accessible to the public and in such a way as not to constitute an obstacle to the passage of people; If the upstream protection of a socket or group of sockets has a rated current greater than their permissible capacity, local overcurrent protection must be used.

Only sockets and plugs with the Italian quality mark (IMQ) or European equivalent are allowed, in any case complying with the CEI 23-50 and IEC 60884-1 and IEC 60884-2-7 standards.

5.2.17 Multiple mobile plug sockets (power strips)

Mobile sockets must be installed, as far as possible, in spaces not accessible to the public and in such a way as not to constitute an obstacle to the passage of people; they must have a general rated current of 16A, a nominal voltage of not less than 230V and comply with CEI 23-50 and IEC 60884-1 and IEC 60884-2-7 standards.

If the upstream protection of the mobile sockets has a rated current greater than their permissible capacity, a local overcurrent protection must be adopted.

Only multiple mobile sockets with the Italian quality mark (IMQ) or European equivalent are allowed.

5.2.18 Connections

Branches and junctions must be made with terminals or special devices, suitably enclosed in casings or enclosures, or through mobile socket-plug connections, verifying that they have a rated current adequate for the surge protection devices provided for the conduits they connect, are out of reach and adequately fixed.

5.2.19 Engines

They must always be protected by a specific adjustable thermal protection device (relay or motor protection switch) when they have a power greater than 500W, and if they have a power greater than 15 kW, it is mandatory to start them by means of a device that limits the intensity of the starting current.

5.2.20 Power factor correction

All equipment must operate with a power factor ($\cos \varphi$) of not less than 0.9.

Those appliances which, by their nature, have an inadequate power factor, will have to be rephased to obtain the value indicated above.

5.2.21 Battery charging

Charging batteries is prohibited in indoor areas.

5.2.22 High voltage cold cathode discharge lamps

High voltage cold cathode discharge lamps must be installed, depending on the type of luminaire, in full compliance with the CEI EN 50107-1 standard.

5.2.23 Ultra-low voltage

Only very low safety voltage (SELV) systems powered by safety transformers built according to the CEI EN 61558-2-6 (CEI 96-7) standard are allowed. The systems must have a limited extension and be separated from all other ordinary voltage circuits. Overcurrent protection shall be provided at both the primary and secondary of the transformer. The active parts and grounds of the SELV circuits must not be earthed.

5.3 Service Electrician

In any event that takes place within the Exhibition Centre, the presence of a service electrician is mandatory, who must be present or available during all phases of set-up, development of the event and dismantling.

The service electrician is an expert and qualified person pursuant to Ministerial Decree no. 37 of 22/01/2008, as well as competent with regard to the electrical systems and installations present within the Exhibition Centre, a condition that allows him to intervene at any time, for ordinary and/or emergency interventions, in order to ensure the safety of people and the smooth running of the event.

The Organiser of any event that takes place within the Exhibition Centre is obliged to make use of the electrician provided by the Manager.

3. WATER AND COMPRESSED AIR SYSTEMS

The connection to the water mains with its drainage and the connection to the compressed air system must be requested by the Exhibitor or the Organizer directly from the Manager.

The Exhibitor for the part of the system under its responsibility, between the Operator's delivery point and the points of its use, must use materials and equipment that comply with the technical standards in force. Connections to the delivery points must be made only by the staff of the specialized company authorized exclusively by the Manager.

It is absolutely forbidden for Exhibitors and Stand Builders to connect to the Operator's delivery point directly using personnel not authorised by the Operator. The Exhibitor exonerates the Operator from any and all liability for damage that may result to persons or property from the systems carried out directly.

All water and compressed air systems in the stands, in the complementary spaces set up or in the indoor and outdoor exhibition areas assigned to the Exhibitors, are to be understood as temporary systems.

The Operator declines any responsibility for damage or defects attributable to the quantity or quality of air or water supplied.

4. FIRE PREVENTION

This chapter deals with the provisions that the Organiser must observe and ensure that fire prevention is observed within the Exhibition Centre, in compliance with the provisions of the Ministerial Decree 03/08/2015 "Fire Prevention Code".

These provisions are to be understood as complementary and not substitute for any further requirements provided for by the Supervisory Bodies in the case of events subject to the authorisation regime.

The Organizer is required to observe and ensure that Exhibitors and Outfitters comply with the laws in force on fire prevention, and is also required to use and ensure the use of classified upholstery and furnishing materials. The Organiser assumes exclusive civil and criminal liability for any damage caused by non-compliance or violation of the regulations in force.

7.1 Material for the fittings

All combustible materials used for the set-ups inside the Exhibition Centre must possess, depending on the type of use, the following Reaction to Fire requirements. It should be noted that the *"Reaction to Fire is a passive protection fire prevention measure that exerts its main effects in the initial phase of the fire, with the aim of limiting the ignition of materials and the spread of the fire. It refers to the fire behaviour of the materials in the actual conditions of use, with particular regard to the degree of participation of these materials in the fire to which they are subjected"* (Ref. Paragraph S.1.1 Ministerial Decree 03/08/2015).

The Fire Reaction Class of a material is assigned following standardised tests through which specific parameters or characteristics are evaluated, which contribute to determining the degree of participation in fire, in accordance with the provisions of Ministerial Decree 14/10/2022.

The Italian fire reaction classes referred to in Ministerial Decree 26/6/1984 are indicated in the following figures with the wording [Ita]. The European fire reaction classes referred to in Ministerial Decree 10/3/2005 are indicated in the following figures with the wording [EU].

The GM0 material group consists of all materials with Italian fire reaction class 0 or European fire reaction class A1. These materials are also referred to as non-combustible materials. The following figures show the reaction to fire class for the materials included in the material groups GM1, GM2, GM3.

Only materials belonging to the GM1 material group are allowed inside the Exhibition Centre, as better highlighted in red in the following figures.

Classification into groups for furniture, scenography, roof awnings

Description of materials	GM1		GM2		GM3	
	Ita	EU	Ita	EU	Ita	EU
Upholstered furniture (armchairs, sofas, sofa beds, mattresses, box springs, pillows, toppers, cushions, upholstered chairs)	1M	[na]	1M	[na]	2M	[na]
Bedding (blankets, bedspreads, mattress covers)						
Furniture fixed and not fixed to structural elements (chairs and non-padded seats)						
Tents for tensile structures, pressurised structures and mobile tunnels	1		1		2	
Curtains, drapes, curtains						
Stage material, fixed and mobile scenery (wings, curtains, drapes and similar)						
[na] Not Applicable						

Figure 1 – Par. S.1.5. – Tab. S.1.5 of the Fire Prevention Code.

Classification into material groups for coating and completion

Description of materials	GM1	GM2	GM3
	EU	EU	EU
Ceiling coverings [1]	A2-s1,d0	B-s2,d0	C-s2,d0
Suspended ceilings, roofing materials [2], roofing panels [2], roofing sheets [2]			
Raised Floors (hidden surface)			
Wall coverings [1]	B-s1,d0		
Internal partitions, walls, suspended walls			
Floor coverings [1]	B _{fl} -s1	C _{fl} -s1	C _{fl} -s2
Raised floors (walkable surface)			
<p>[1] When treated with fireproof paint products approved pursuant to Ministerial Decree 6/3/1992, the latter must be suitable for the intended use and have the classification indicated below (for classes other than A2): GM1 and GM2 in class 1; GM3 in class 2; for CE marked paint products, the latter must have the corresponding classification indicated.</p> <p>[2] This includes all materials used in the entire package constituting the roofing, not just the exposed materials that make up the last external layer.</p>			

Figure 2 – Par. S.1.5. – Tab. S.1.6 of the Fire Prevention Code.

Classification into insulation material groups

Description of materials	GM1	GM2	GM3
	EU	EU	EU
Protected insulators [1]	C-s2,d0	D-s2,d2	E
Protected linear insulators [1], [3]	C _L -s2,d0	D _L -s2,d2	E _L
Insulators in sight [2]	A2-s1,d0	B-s2,d0	B-s3,d0
Linear insulators in view [2], [3]	A2 _L -s1,d0	B _L -s3,d0	B _L -s3,d0

[1] Protected with non-metallic materials of group GM0 or products of fire resistance class K10 and minimum fire reaction class B-s1,d0.
 [2] Not protected as indicated in note [1] of this table.
 [3] Classification referring to linear products intended for the thermal insulation of pipes with a maximum diameter including insulation of 300 mm.

Figure 3 – Par. S.1.5. – Tab. S.1.7 of the Fire Prevention Code.

Classification into material groups for plants

Description of materials	GM1		GM2		GM3	
	Ita	EU	Ita	EU	Ita	EU
Ventilation and heating ducts	[na]	A2-s1,d0	[na]	B-s2,d0	[na]	B-s3,d0
Pre-insulated ventilation and heating ducts [1]	[na]	B-s2,d0	[na]	B-s2,d0	[na]	B-s3,d0
Fittings and joints for ventilation and heating ducts (L<1.5 m)	1	B-s1,d0	1	B-s2,d0	2	C-s3,d0
Cable ducts for power, control and communications [2] [4] [5]	0	[na]	1	[na]	1	[na]
Power, control and communications cables [2] [3] [6]	[na]	B2 _{ca} -s1a,d0,a1	[na]	C _{ca} -s1b,d0,a2	[na]	C _{ca} -s3,d1,a3

[na] Not Applicable
 [1] The European class B-s2,d= is permitted only if the insulating component is not directly exposed to flames due to the presence of a layer of non-combustible or class A1 material covering it on all faces, including the longitudinal and transverse interruption points of the duct. Useful references: EN 15423, EN 13403.
 [2] Fire reaction performance required only when ducts, electrical cables or signal cables are not encased in non-combustible materials.
 [3] The additional classification relating to dripping d/0 can be downgraded to d1 in the presence of IRAI of performance level III or if the final use condition of the cables is such as to physically prevent dripping (e.g. laying on the floor, laying in non-perforated ducts, laying on non-perforated false ceilings, ...).
 [4] Class 0 can be downgraded to 1 in the presence of IRAI of performance level III.
 [5] Class 1 is not required for ducts that satisfy the fire behaviour tests required by the harmonised product standards under the Low Voltage Directive (Directive 2014/35/EU).
 [6] In place of C_{ca}-s3,d1,a3 cables, E_{ca} cables can be installed in the presence of IRAI of performance level III or in the case of single installation.

Figure 4 – Par. S.1.5. – Tab. S.1.8 of the Fire Prevention Code.

All materials must have a suitable certification attesting to the fire reaction class according to the requirements shown in the previous figures in accordance with current legislation. The Organiser is obliged to communicate to the Exhibitors and Stand Builders the provisions of this paragraph concerning the Fire Reaction Class of the materials that may be used in the Exhibition Centre. The Organiser is obliged to carry out the relevant checks to ensure the effective use of materials with a suitable Fire Reaction Class.

It is forbidden to carry out fireproof treatments inside the pavilions.

The above requirements relating to the classification of materials do not apply to the materials on display and to the furniture in general used to furnish the stands.

7.2 Declaration of conformity of materials

The Organiser is required to acquire, before the start of the set-up works, a copy of the technical documentation certifying compliance with the required Fire Reaction Class (Fire Reaction Certificate) for all the materials on the stand of each Exhibitor.

Materials for which the aforementioned documents are missing, incomplete or incorrectly drafted will not be accepted and the Organiser will order their immediate removal from the Exhibition Centre, the costs of which will be charged directly to the Exhibitor or Stand Builder.

7.3 Fire protection devices

The Exhibition Centre is equipped with the following fire-fighting devices, prescribed by the Fire Brigade, which are kept in efficiency by means of maintenance and overhaul in accordance with current legislation:

- N. 2 VVF UNI 70 motor pump connections
- N. 3 DN 70 column hydrants
- N. 1 UNI 45 underground hydrant
- N. 30 UNI 45 hydrants
- N. 62 powder fire extinguishers of 6 Kg.
- N. 9 CO2 fire extinguishers of 6 Kg.
- Smoke detection system (pavilions + Congress Center)
- Smoke evacuation system (pavilions)

The Organiser must ensure that all the systems, equipment and fire safety systems currently present at the Exhibition Centre are correctly usable and accessible at all times, leaving a suitable access lane up to the devices listed above (e.g. fire extinguishers, hydrants, motor pump connections). If one of the fire extinguishers present at the Exhibition Centre is rendered unusable due to the set-ups put in place, the Organiser must provide, at its own expense, to have another one installed (same type, extinguishing substance, weight, extinguishing capacity), in the immediate vicinity of the

previous one to ensure that the latter is correctly usable in place of the other. The fire classes that can be extinguished by the devices are always indicated with appropriate pictograms defined by the rule of the art.

In the case of fires involving live electrical systems or equipment, the choice of extinguishing agents or means of fighting fire must be made following an assessment of the risk of electrocution to which the user could be subjected during extinguishing operations. The possibility of using portable fire-fighting fire extinguishers on live electrical equipment, including limits of use, must be clearly indicated on the labelling of the fire extinguisher.

Figure 5 shows the fire classes and related extinguishing substances of portable fire extinguishers:

Class of fire	Description	Extinguishing
A	Fires of solid materials, usually of organic nature, which lead to the formation of embers	Water, water with Class A additives, foam and powder are the most commonly used extinguishing agents for such fires.
B	Fires involving liquid or liquefiable solid materials	For this type of fire, the most commonly used extinguishing agents are water with additives for class B, foam, powder and carbon dioxide.
C	Gas fires	The main intervention against such fires is to block the flow of gas by closing the cut-off valve or plugging the leak. In this regard, it is recalled that there is a risk of explosion if a gas fire is extinguished before intercepting the gas flow.
D	Metal Fires	None of the extinguishing agents normally used for class A and B fires are suitable for fires involving burning metal substances (aluminum, magnesium, potassium, sodium). In such conditions, special powders must be used and specifically trained personnel must be employed.
F	Fires involving cooking media (oils and vegetable or animal fats) in cooking appliances	Fire extinguishers for class F fires extinguish mainly by chemical action, acting on the intermediate products of the combustion of vegetable or animal oils. Fire extinguishers suitable for class F have passed the dielectric test with a positive result. The use of powder extinguishers and carbon dioxide extinguishers against class F fires is considered dangerous.

Figure 5 – Par. S.6.6. – Tab. S.6.4 of the Fire Prevention Code.
Fires classes according to European standard EN 2 and extinguishing agents

The Organiser, based on the characteristics of the specific event, will implement, in accordance with the provisions of current fire legislation (Fire Prevention Code – par. S.6.6), the fire protection devices already existing in the Exhibition Centre, through the positioning of additional portable fire extinguishers.

According to the provisions of the Fire Prevention Code (Table G.3.1. - Prevailing characteristics of the occupants), the manifestations involve a prevalent characteristic of the occupants of type **B**, as they are in a state of wakefulness and are not familiar with the building.

7.3.1 Class A fire extinguishers – fires made of solid materials that lead to the formation of embers

In relation to the prevailing characteristic of the occupants (public, staff of the Organiser, Exhibitors and Stand Builders) it is possible to estimate a Life Risk Profile of type B1, B2, B3 according to the provisions of the Fire Prevention Code (Table G.3.1), as they are in a state of wakefulness and are not familiar with the building. For the above, a number of class A fire extinguishers must be installed on each floor, mezzanine or compartment in compliance with the maximum reach distance indicated in the following figure in relation to the R Life Risk Profile:

Risk profile R _{life}	Max reach distance	Minimum extinguishing capacity	Minimum nominal charge
A1, A2	40 m	13A	6 liters or 6 kg
A3, B1, B2, C1, C2, D1, D2, E1, E2	30 m	21A	
A4, B3, C3, E3	20 m	27A	

Figure 6 – Par. S.6.6.2.1 – Tab. S.6.5 of the Fire Prevention Code.

Criteria for the installation of Class A fire extinguishers

In any case, the Organizer is obliged to verify whether the Life Risk profiles, indicated above, are consistent with the type of event and if not, to provide the correct estimate for the exact positioning of the fire extinguishers.

7.3.2 Class B fire extinguishers – fires of liquid or solid liquefiable materials

Protection with class B fire extinguishers can be limited to compartments where this type of risk is present. Fire extinguishers must be suitably positioned at a distance ≤ 15 m from sources of risk. The extinguishing capacity and the number of class B fire extinguishers is determined according to the quantity of flammable liquids stored or being processed on each floor, mezzanine or compartment as shown in the following figure.

Quantity of flammable liquid stored or in process L	Minimum extinguishing capacity	Number of fire extinguishers	Minimum nominal charge
$L \leq 50$ liters	70 B	1	4 kg or 3 liters
$50 < L \leq 100$ liters	89 B	2	5 Kg if CO ₂
$100 < L \leq 200$ liters	113 B	3	6 kg or 6 liters
	144 B	2	
$L \geq 200$ liters	233 B	≥ 3 [1]	

[1] The number must be determined on the basis of the risk assessment, taking into account the quantity and type of flammable liquid stored or being processed, the geometry of the containers and the exposed surface; in these circumstances it is preferable to also provide for the installation of wheeled fire extinguishers

Figure 6 – Par. S.6.6.2.2 – Tab. S.6.6 of the Fire Prevention Code.

Criteria for the installation of Class B fire extinguishers

7.3.3 Class F fire extinguishers – fires affecting cooking media (vegetable or animal oils and fats) in cooking appliances

Class F fire extinguishers must be installed in close proximity to the protected cooking surface.

Class F fire extinguishers must be installed in the areas of the activity in compliance with the minimum requirements set out in the following figure:

Fire extinguishers to be installed	Protected cooking surface [1]
n° 1 fire extinguisher 5 F	0,05 m ²
n° 1 fire extinguisher 25 F	0,11 m ²
n° 1 fire extinguisher 40 F	0,18 m ²
n° 2 fire extinguisher 25 F	0,30 m ²
n° 1 fire extinguisher 75 F	0,33 m ²
n° 1 fire extinguisher 25 F, n° 1 fire extinguisher 40 F,	0,39 m ²
n° 2 fire extinguisher 40 F	0,49 m ²
n° 1 fire extinguisher 5 F, n° 1 fire extinguisher 75 F	0,51 m ²
n° 1 fire extinguisher 25 F, n° 1 fire extinguisher 75 F	0,60 m ²
n° 1 fire extinguisher 40 F, n° 1 fire extinguisher 75 F	0,69 m ²
n° 2 fire extinguisher 75 F	0,90 m ²

[1] Gross floor area of cooking equipment areas containing vegetable or animal oils only

Figure 7 – Par. S.6.6.2.3 – Tab. S.6.7 of the Fire Prevention Code.
Criteria for the installation of Class F fire extinguishers

7.3.4 Fire extinguishers for other fires or for specific hazards

Fire extinguishers for other fires or specific risks must be installed in the activity on the basis of the fire risk assessment and in compliance with the minimum requirements set out in the following figure:

Fire class or other risks	Minimum requirements
Class C	None, as the safe extinguishing of a class C fire by non-specifically trained occupants is achieved by closing the nearby shut-off valve
Class D	Fire extinguishers suitable for operating on class D fires, suitable for the intended use, must be installed in proximity to the source of risk [1].
Live electrical systems and equipment	Fire extinguishers suitable for operating on live electrical systems and equipment should be installed in the vicinity of the source of risk, suitable for the intended use [2].
Polar solvents	Fire extinguishers suitable for operating on polar solvents, suitable for the intended use, should be installed in proximity to the source of risk.

[1] Class D fire extinguishers are not suitable for other classes of fire.
[2] Portable fire extinguishers compliant with the EN 3-7 standard with an extinguishing agent that does not have electrical conductivity (e.g. powder, carbon dioxide, ...) are suitable for use on electrical systems and equipment up to 1000 V and at a distance of 1 m. Water-based fire extinguishers compliant with the EN 3-7 standard must pass the dielectric test in order to be used on electrical systems and equipment up to 1000 V and at a distance of 1 m.

Figure 8 – Par. S.6.6.2.4 – Tab. S.6.8 of the Fire Prevention Code.
Fire extinguisher requirements for other fires or specific hazards

The Organiser is obliged to identify the quantity, type and location of portable fire extinguishers deemed suitable based on the characteristics of the specific event, on the basis of the fire risk assessment carried out, and is obliged to constantly ensure the continuous presence of an adequate number of Fire Service personnel adequately informed, trained and trained in the use of portable fire extinguishers, in accordance with the criteria set out in Ministerial Decree 02/09/2024.

The Organiser is obliged to guarantee the presence of Fire Service Officers with valid training for Level 3 activities and in possession of the Technical Suitability referred to in art. 3 of Legislative Decree no. 512 of 01/10/1996, for the activities provided for in Annex IV of Ministerial Decree 02/09/2021.

7.4 No Smoking

Smoking is strictly prohibited inside the exhibition halls and service areas (restaurants, bars, offices, conference rooms, etc.). This prohibition also concerns outdoor areas in the presence of combustible materials and, more generally, places where this prohibition is indicated with special monitoring signs. The ban is also extended to the use of electronic cigarettes and the like, for which the same provisions apply.

7.5 Emergency exits

The Organiser must ensure, through a correct design of the layout of the event, that the escape routes and emergency exits, already present within the Exhibition Centre, are constantly kept free, usable and usable at any time during the event.

Should the Organiser, for specific needs due to the characteristics of the event and for issues due to the set-up, envisage not using one or more emergency exits already present, as they are partially or totally obstructed by the set-ups of the event itself, it must proceed with a correct calculation of the emergency exits that can actually be used during the event, in order to establish the actual residual flow capacity of the area of the event. event and will have to implement the appropriate organizational measures to ensure compliance with this value during the event.

At the time of taking possession of the assigned area, the Exhibitor and the owner of the stand is obliged to view and explain to his staff the location of the emergency exits and the routes to reach them and the fire protection devices available in the area.

No set-up must in any way obstruct all or part of the system of exit routes or hide the relative signs provided for in the layout of the event prepared by the Organizer.

It is forbidden to park vehicles in front of the emergency exits and in their vicinity. Vehicles that do not comply with this provision will be forcibly removed and the costs of removal and custody will be borne by the owner.

7.6 Paper materials

It is allowed to keep catalogues, printed materials and any other paper material inside the parking lots only in the minimum quantity necessary for daily needs.

7.7 Precautions in set-ups

During the preparation and preparation phase of the stands and complementary spaces set up, all on-site operations that constitute processing of raw material, adaptations, spray painting are prohibited. It is forbidden to use woodworking machines, welding machines of any kind, open flame equipment, machines with internal combustion engine operation.

7.8 Requirements for stands and additional spaces set up

All stands and complementary spaces set up must always be immediately accessible in all their parts to the staff of the Organizer and/or the Manager, especially during break or closing hours. Within the stands and complementary spaces set up, the construction of office rooms for the reception of visitors or for the storage of materials is allowed. These rooms must never be locked. It is forbidden to use cavities for the storage of materials.

7.9 Failure to comply with the requirements

Failure to comply with the legislative requirements on fire prevention, as well as the provisions of these Regulations, entitles the Organiser and/or the Manager to take precautionary measures against the Exhibitor which may result in the charging of the corresponding costs, if it is necessary for safety reasons to carry out corrective interventions, or the injunction of partial or total demobilisation of the stand and/or the complementary space set up and the declaration of non-usability of the same.

8. SAFETY AND ACCIDENT PREVENTION RULES

8.1 Implementation of the provisions of Legislative Decree no. 81/2008

This Chapter 8 of the Technical Regulations of the Exhibition Centre is drawn up by the Operator in compliance with and fulfilment of the legal obligations to provide information and to correctly initiate the obligations of coordination of the works referred to in art. 26 of Legislative Decree no. 81/2008, as well as in implementation of all the regulations directly or indirectly related to it. The recipients of these provisions are therefore the Organisers, Exhibitors, Fitters and Suppliers as defined in Chapter 1 above, who operate in various capacities within the Exhibition Centre.

The provisions contained in this Chapter 8 do not extend to the risks inherent in the activities of the Organisers, Exhibitors, Fitters and Suppliers as indicated in art. 26 paragraph 3 of Legislative Decree no. 81/2008. Furthermore, these provisions do not replace, but supplement, the provisions and obligations contained:

- in the contractual agreements entered into by the Organizer with Exhibitors, Fitters and Suppliers;
- in the other chapters of these Technical Regulations of the Exhibition Centre;
- in the various circulars and/or information prepared by the Organiser;
- in the Single Document for the Assessment of Interference Risks (D.U.V.R.I) drawn up by the Organizer of the event pursuant to art. 26 of Legislative Decree no. 81/2008;
- in any Safety and Coordination Plans (P.S.C.) drawn up pursuant to art. 4, 8 and Annex VI of the Interministerial Decree of 22/07/2014;
- in any various Operational Safety Plans (P.O.S.) drawn up pursuant to art. 4, 8 and Annex VI of the Interministerial Decree of 22/07/2014.

The Organiser, the Exhibitor, the Stand Builder and the Supplier are required to observe and ensure that the legal entities directly appointed and operating in any capacity within the Exhibition Centre observe the entire legislative and regulatory system in force on the protection of health and safety in the workplace in accordance with the provisions of Legislative Decree no. 81/2008.

8.2 Liability of Organisers and Exhibitors for damage to property and persons

Without prejudice to the provisions of the Civil Code, the Organiser and the Exhibitor each assume responsibility for all detrimental events caused to things and/or people, within the Exhibition Centre, by anyone and in any way caused, in relation to the activities carried out on their own behalf and/or in their respective interests, during the assembly phases, set-up, refueling, cleaning, demobilization, dismantling of stands and exhibition spaces, as well as during the event with public access, expressly undertaking to compensate for all direct and indirect damages that may arise, indemnifying the Manager from any liability.

The Organiser and the Exhibitor each assume all civil and criminal liability for any damage caused by non-compliance with or violation of the regulations in force on the protection of the health and safety of workers, also undertaking to keep the Manager harmless from any claims for compensation made by third parties. The Organiser and the Exhibitor must inform their staff and all those operating on their behalf within the Exhibition Centre, about the provisions and prohibitions indicated in these Technical Regulations and about the general conditions of participation indicated in the Event Regulations.

Failure to comply with the aforementioned rules and the general conditions of these Regulations entitles the Operator to warn the Organiser and/or the Exhibitor and/or to take precautionary measures against them, including by issuing an injunction for the partial or total demobilisation and dismantling of the stand and the declaration that the stand itself is not fit for use.

8.3 Technical Safety Service (S.T.S.)

The Organizer establishes and maintains active for the entire duration of the event, including the design, set-up and dismantling of the event itself, a Technical Safety Service (S.T.S.) composed of qualified technicians appointed by him, to ascertain the compliance of structures, artifacts, systems and fittings with the current legislative provisions on the prevention of accidents at work, electrical systems, fire prevention and emergency management. The S.T.S. has the task of both preparing and examining any set-up projects carried out by third parties as well as directly carrying out inspections of the stands and exhibition areas in order to check the correct implementation of the same in compliance with the project and the regulations for accident prevention and fire prevention.

The S.T.S. has the right to have combustible, flammable or otherwise dangerous materials removed from the stand and/or from the parking lot; it also has the right to enforce, through verbal and/or written communication, any measure deemed useful for the general protection of people's health and safety. The Organizers, Exhibitors and Stand Builders undertake to promptly adopt every precaution indicated by the S.T.S..

Exhibitors and Stand Builders must allow all inspections and provide all mandatory information and documents such as declarations and certificates for materials classified for the purpose of reaction to fire, diagrams and characteristics of systems and installations, etc., and as better detailed in the various chapters of these Technical Regulations of the Exhibition Centre.

Failure to comply with the laws and the requirements of these Regulations will be reported by the S.T.S. directly to the Organizer who must provide with the tools it deems most suitable to ensure compliance with the provisions of current legislation and the requirements of these Regulations. Anyone who, in the event of repeated non-compliance with the safety rules and those contained in these Regulations, voluntarily or involuntarily exposes people to serious risks to their safety, must be removed from the Exhibition Centre by the Organiser.

The Technical Safety Service (S.T.S.) is used by the Organiser in order to ensure the correct set-up, conduct and dismantling of the event, which must take place in compliance with the protection of the physical integrity of people and the protection of the assets of the Exhibition Centre Manager.

8.4 Obligations of the Organiser in the field of health and safety at work

The Organizer, as defined in Chapter 1, point 4) of these Regulations, undertakes to comply with the provisions listed below, as well as anything else provided for in this document. Especially:

- 1) Before the start of the preparation phase of the event, the Organizer must prepare the Event Regulations, the D.U.V.R.I. and any P.S.C. as defined in Chapter I of these Technical Regulations.

In addition, it must prepare a specific Emergency Plan, as defined in Chapter 1 above, and have adequate personnel and means to deal with any reasonably foreseeable emergency situations, including the evacuation of the entire Exhibition Centre during the event. The Organiser must provide for the verification of safety conditions before the opening of the activity to the public and the subsequent surveillance during the course of the event, with particular regard to the premises and exhibition areas, escape routes and emergency exits, fire protection devices and fire detection systems.

- 2) The Organiser is obliged to guarantee the presence in the Exhibition Centre for the entire duration of the event (including the set-up and dismantling phases) of an adequate number of Fire Emergency and First Aid Officers in relation to the type of event. The Fire Emergency and First Aid Officers must be in possession of the training required by current legislation to carry out this task correctly and must also be equipped with adequate equipment and means, in relation to the type of event, to intervene in the event of an emergency. The Fire Emergency and First Aid Officers must be given and explained, by the Organiser, the Emergency Plan referred to in point 1 above).
- 3) Before the start of the preparation phase of the event, the Organiser must provide the Exhibitors and other parties directly concerned with all the documentation referred to in point 1 above, as well as the following minimum information:
 - a) type and location of the permanent equipment present in the Exhibition Centre;
 - b) practicability;
 - c) logistics in general;
 - d) type, location and methods of use of the fixed network technological systems installed in the Exhibition Centre;
 - e) obligations and prohibitions to be respected within the Exhibition Centre.

- 4) If, during the event, situations or facts occur that were not foreseen at the time of the preparation of the documents referred to in point 1 above, which may affect the health and/or physical integrity of people, the Organiser must immediately prepare and issue specific provisions containing the prevention and/or protection measures necessary to avoid accidents detrimental to the health and safety of workers and the public. These provisions must be brought to the attention of the Exhibitors, Stand Builders, the Public and any other parties directly interested in the event, by the Organiser.
- 5) The Organizer is obliged to monitor compliance by all those involved in various capacities in the phases of preparation, dismantling and carrying out of the event, with compliance with the rules on health and safety at work as well as the provisions provided for by these Regulations, by the D.U.V.R.I., by any P.S.C. and by the various provisions referred to in point 3 above. In the event of a clear and repeated violation of the aforementioned rules and provisions, the Organiser is obliged to remove the person responsible for such violation from the Exhibition Centre.
- 6) The Organiser, like any person appointed by it to carry out any type of activity in the Exhibition Centre, is required to comply with the provisions in force on the protection of the health and safety of workers and in particular the provisions of Legislative Decree no. 81/2008.
- 7) The Organiser, in any assignment of the set-up and dismantling of its set-up structures (stands, marquees, etc.), as well as for the assignment of any other work or supply activity within the Exhibition Centre, must comply with the following:
 - a) verify, pursuant to Legislative Decree no. 81/2008, the technical and professional suitability of the company and/or self-employed worker, holder of the set-up and dismantling contract, as well as of any other executing company and self-employed worker who for any reason carry out service and supply activities on behalf of the Organiser. The verification of technical and professional suitability must take place through the acquisition:
 - Registration with the Chamber of Commerce, Industry, Crafts and Agriculture (C.C.I.A.A.);
 - of a Self-certification drawn up pursuant to art. 47 of Presidential Decree no. 445/2000 in which the possession of technical and professional competence and the fulfilment of the obligations provided for by Legislative Decree no. 81/2008 is declared;
 - of the Single Document of Contributory Regularity (D.U.R.C)In accordance with the provisions of art. 26 of D.L.gs. no. 81/2008, the Organiser, as the client, is jointly and severally liable with the third party to whom it has entrusted works, services and supplies for the non-payment of wages and social security and insurance contributions of the workers employed by it, expressly exempting the Exhibition Centre Manager from any recourse.

The documentation certifying the verification of the technical and professional suitability of the third parties appointed by the Organiser must be kept by the latter within the Exhibition Centre for the entire duration of the event (including the set-up and dismantling phases) at the disposal of the bodies in charge of control (U.S.L., Territorial Labour Inspectorate, Fire Brigade, etc.).

- b) Provide third parties directly appointed to carry out works, services and supplies on their behalf with detailed information on the specific risks existing in the environment in which they are intended to operate, providing them with all the information contained in these Regulations in the Event Regulations, in the D.U.V.R.I. and in any P.S.C., as well as all other additional provisions that it deems appropriate to issue in order to protect the health and safety of workers.
 - c) Coordinate the protection and prevention interventions from the risks to which third parties directly appointed to carry out works, services and supplies are exposed, in order to inform each other to eliminate the risks due to interference between the works of the various companies and self-employed workers involved in the set-up, performance and dismantling of the event, including the supply of goods and services.
- 8) If the Organiser carries out the activities referred to in art. 1 and 6 of the Interministerial Decree of 22/07/2014, will have to implement, for the part of its competence, the provisions of Chapter I of Title IV of Legislative Decree no. 81/2008, taking into account the provisions of art. 3, 4, 8, 9 and Annex VI of the Interministerial Decree of 22/07/2014.
- 9) In the event that the Organiser carries out the set-up and dismantling of its set-up structures (stands, marquees, etc.) directly with its own staff, as well as any other work or supply activity necessary for the proper conduct of the event, it is obliged to provide for the Risk Assessment for the health and safety of workers as provided for by art. 17 paragraph 1 of Legislative Decree no. 81/2008, as well as the implementation of all the prevention and protection measures deriving from the assessment itself and all the obligations provided for by Legislative Decree no. 81/2008.

- 10) The Organiser is obliged to implement all the prevention and protection measures contained in these Regulations and those provided for by current legislation for the purpose of protecting his own health and safety and that of other people present in the Exhibition Centre, on whom the effects of his actions or omissions may fall.
- 11) The Organiser is obliged to act immediately in order to remove any situations of danger to the health and safety of persons directly reported by the Exhibitors and Fitters and by the Technical Safety Service referred to in paragraph 8.3 above.
- 12) All workers employed by the Organiser in any capacity within the Exhibition Centre must have received sufficient and adequate training in the field of safety and health, with particular reference to their workplace and duties, pursuant to art. 37 of Legislative Decree No. 81/2008 and in accordance with the State-Regions Agreement of 21/12/2011.
- 13) All workers of the Organizer who use work equipment as defined by art. 69 of Legislative Decree No. 81/2008, must be in possession of the specific training provided for by art. 73 paragraph 1 letters a) and b) of Legislative Decree No. 81/2008, as well as the education, training and qualification provided for by the State-Region Agreement of 22/02/2012, if applicable.
- 14) The Organiser is obliged to equip all its workers with the necessary Personal Protective Equipment (PPE) required by its risk assessment. In addition, the workers must all have been trained, informed and trained in their use. The Organiser, following the report of its workers, must immediately reinstate or replace all damaged and/or no longer suitable PPE.
- 15) When carrying out work at height, all workers employed by the Organiser must have carried out specific training and training for the use of PPE against the risk of falling from height.
- 16) The Exhibitor is obliged to implement the prevention and protection measures indicated in paragraphs 8.9, 8.10, 8.11, 8.12 and 8.13 below in relation to the use of work equipment, forklifts for handling goods, lifting equipment, mobile elevating platforms and provisional works.
- 17) The Organiser is obliged to supervise compliance by Outfitters, Exhibitors, Suppliers and their workers with the rules on the protection of health and safety at work, as well as with the provisions of these Regulations, the Exhibition Regulations, the D.U.V.R.I., any PSC and any other provisions directly issued. In the event of a clear and repeated violation of the aforementioned rules and provisions, the Organiser is obliged to remove the person responsible for the violation from the Exhibition Centre.

- 18) In order to supervise and supervise the compliance of the Fitters, Exhibitors, Suppliers and their workers, their legal obligations, as well as the provisions of these Regulations, the Organiser is obliged to appoint one or more Safety Officers in order to implement the provisions of art. 19 of Legislative Decree no. 81/2008, who must meet all the requirements provided for by the same legislative decree. The Organizer must guarantee the minimum presence of a Safety Officer during the set-up, development and dismantling phases of the event.

8.5 Obligations of the Exhibitor in the field of health and safety at work

The Exhibitor, as defined in Chapter 1, point 5) of these Technical Regulations, undertakes to comply with the provisions listed below, as well as anything else provided for in this document. Especially:

- 1) The Exhibitor, like any person appointed by him to carry out any type of activity in the Exhibition Centre, is required to comply with the provisions in force on the protection of the health and safety of workers and in particular with the provisions of Legislative Decree no. 81/2008.
- 2) Before entering the Exhibition Centre, the Exhibitor must acquire from the Organiser:
 - a) copy of the Technical Regulations of the Exhibition Centre
 - b) copy of the Event Regulations
 - c) copy of the Single Interference Risk Assessment Document (D.U.V.R.I.) and/or any Safety and Coordination Plan (P.S.C.) as defined in Chapter I above
 - d) copy of the Emergency Plan of the event
 - e) The following minimum information:
 - practicability
 - Logistics in general
 - type and location of permanent equipment in the Exhibition Centre
 - type, location and methods of use of the fixed network technological systems present in the Exhibition Centre.
- 3) The Exhibitor, in the event of entrusting third parties (companies and/or self-employed workers) with the set-up and dismantling of its set-up facilities (stands, marquees, etc.), as well as for the assignment of any other work or supply activity within the Exhibition Centre, must comply with the following:
 - a) verify, pursuant to Legislative Decree no. 81/2008, the technical and professional suitability of the company and/or the self-employed worker, holder of the set-up and dismantling contract, as well as any other executing company and self-employed worker who for any reason carry out service and supply activities on behalf of the Exhibitor. The verification of technical and professional suitability must take place through the acquisition:
 - Registration with the Chamber of Commerce, Industry, Crafts and Agriculture (C.C.I.A.A.);

- of a Self-certification drawn up pursuant to art. 47 of Presidential Decree no. 445/2000 in which the possession of technical and professional competence and the fulfilment of the obligations provided for by Legislative Decree no. 81/2008 is declared;
- of the Single Document of Contributory Regularity (D.U.R.C)

In accordance with the provisions of art. 26 of D.L.gs. no. 81/2008, the Exhibitor as customer is jointly and severally liable with the third party to whom it has entrusted works, services and supplies for the non-payment of wages and social security and insurance contributions of the workers employed by it, expressly exempting the Organizer and the Manager of the Exhibition Center from any recourse.

The documentation certifying the verification of the technical and professional suitability of the third parties appointed by the Exhibitor must be kept by the latter within the Exhibition Centre for the entire duration of the event (including the set-up and dismantling phases) at the disposal of the Bodies in charge of control (U.S.L., Territorial Labour Inspectorate, Fire Brigade, etc.).

- b) Provide third parties directly appointed to carry out works, services and supplies on their behalf with detailed information on the specific risks existing in the environment in which they are intended to operate, providing them with all the information contained in these Regulations, in the Event Regulations, in the D.U.V.R.I. and in any PSC, as well as all other additional provisions that it deems appropriate to indicate in order to protect the health and safety of workers.
- c) Coordinate the protection and prevention interventions from the risks to which third parties directly appointed to carry out works, services and supplies are exposed, in order to inform each other to eliminate the risks due to interference between the works of the various companies and self-employed workers involved in the set-up, performance and dismantling of the event, including the supply of goods and services.
- d) To supervise compliance by third parties in charge of carrying out works, services and supplies with the rules on the protection of health and safety at work, as well as the provisions of these Regulations, the Event Regulations, the D.U.V.R.I., any P.S.C. and the various provisions issued by the Organiser. In the event of a clear and repeated violation of the aforementioned rules and provisions, the Exhibitor is obliged to remove the third party responsible for the violation from the Exhibition Centre.

- 4) If the Exhibitor is authorised by the Organiser to carry out the activities referred to in art. 1 and 6 of the Interministerial Decree of 22/07/2014, will have to implement, for the part of its competence, the provisions of Chapter I of Title IV of Legislative Decree no. 81/2008, taking into account the provisions of art. 3, 4, 8, 9 and Annex VI of the Interministerial Decree of 22/07/2014.
- 5) If the Exhibitor carries out the set-up and dismantling of its set-up structures (stands, marquees, etc.) directly with its own staff, as well as any other work or supply activity necessary for the proper conduct of the event, it is obliged to provide for the Risk Assessment for the health and safety of workers as provided for by art. 17 paragraph 1 of Legislative Decree no. 81/2008, as well as the implementation of all the prevention and protection measures deriving from the assessment itself and all the obligations provided for by Legislative Decree no. 81/2008.
- 6) The Exhibitor is obliged to implement all the prevention and protection measures contained in these Regulations and those provided for by current legislation for the purpose of protecting the health and safety of its workers and that of other people present in its stand and/or exhibition area, on whom the effects of its actions or omissions may fall.
- 7) If, in the course of its activities, the Exhibitor detects a situation of danger to its own safety or that of third parties, it is obliged to immediately suspend its work and promptly inform the Organiser of the event.
- 8) If the Exhibitor is informed by his Stand Builder of the presence of dangers to the safety of people, he is obliged to act immediately in order to remove any dangerous situations, if within his competence, otherwise he must immediately inform the Organizer of the event.
- 9) All workers employed by the Exhibitor in any capacity within the Exhibition Centre must have received sufficient and adequate training in the field of safety and health, with particular reference to their workplace and duties, pursuant to art. 37 of Legislative Decree No. 81/2008 and in accordance with the State-Regions Agreement of 21/12/2011.
- 10) All Exhibitor workers who use work equipment as defined by art. 69 of Legislative Decree No. 81/2008, must be in possession of the specific training provided for by art. 73 paragraph 1 letters a) and b) of Legislative Decree No. 81/2008, as well as the education, training and qualification provided for by the State-Region Agreement of 22/02/2012, if applicable.

- 11) The Exhibitor is obliged to equip all its workers with the necessary Personal Protective Equipment (PPE) required by its risk assessment and by the D.U.V.R.I. drawn up by the Organiser. In addition, the workers must all have been trained, informed and trained in their use. Following the report of its workers, the Exhibitor must immediately reinstate or replace all damaged and/or no longer suitable PPE.
- 12) When carrying out work at height, all workers employed by the Exhibitor must have carried out specific training and training for the use of PPE against the risk of falling from height.
- 13) The Exhibitor is obliged to implement the prevention and protection measures indicated in paragraphs 8.9, 8.10, 8.11, 8.12 and 8.13 below in relation to the use of work equipment, forklifts for handling goods, lifting equipment, mobile elevating platforms and provisional works.
- 19) The Exhibitor is obliged to monitor compliance by its workers, any Outfitters and Suppliers, with the rules on the protection of health and safety at work, as well as with the provisions of these Regulations, the Event Regulations, the D.U.V.R.I., any PSC and any other provisions directly issued. In the event of a clear and repeated violation of the aforementioned rules and provisions, the Exhibitor is obliged to remove the person responsible for the violation from the Exhibition Centre.
- 14) In order to supervise and supervise the observance of its workers, any Bodybuilders and Suppliers, their legal obligations, as well as the provisions of these Regulations, the Exhibitor is obliged to appoint at least one Safety Officer in order to implement the provisions of art. 19 of Legislative Decree no. 81/2008, which must meet all the requirements provided for by the same legislative decree. The Exhibitor must guarantee the minimum presence of a Safety Officer during the set-up, development and dismantling phases of the event.

8.6 Obligations of the bodybuilder in the field of health and safety at work

The Bodybuilder, as defined in Chapter 1, point 6) of these Regulations, undertakes to comply with the provisions listed below, as well as anything else provided for in this document. Especially:

- 1) the Bodybuilder, like any person appointed by him to carry out any type of activity in the Exhibition Centre, is required to comply with the provisions in force on the protection of the health and safety of workers and in particular the provisions of Legislative Decree no. 81/2008.
- 2) Before entering the Exhibition Centre, the Stand Builder must acquire from the Exhibitor:
 - a) copy of the Technical Regulations of the Exhibition Centre
 - b) copy of the Event Regulations
 - c) copy of the Single Interference Risk Assessment Document (D.U.V.R.I.) and/or any Safety and Coordination Plan (P.S.C.) as defined in Chapter I above

- d) copy of the Emergency Plan of the event
- e) The following minimum information:
- practicability
 - Logistics in general
 - type and location of permanent equipment in the Exhibition Centre
 - type, location and methods of use of the fixed network technological systems present in the Exhibition Centre.
- 3) Before entering the Exhibition Centre, the Bodybuilder is obliged to carry out the Risk Assessment for the health and safety of workers as provided for by art. 17 paragraph 1 of Legislative Decree no. 81/2008, as well as to implement all the prevention and protection measures deriving from the assessment itself and all the obligations provided for by Legislative Decree no. 81/2008.
- 4) If the Stand Builder is authorised by the Exhibitor to carry out the activities referred to in art. 1 and 6 of the Interministerial Decree of 22/07/2014, will have to implement, for the part of its competence, the provisions of Chapter I of Title IV of Legislative Decree no. 81/2008, taking into account the provisions of art. 3, 4, 8, 9 and Annex VI of the Interministerial Decree of 22/07/2014.
- 5) The Stand Builder is obliged to provide the Exhibitor with all the documentation certifying the professional technical suitability referred to in art. 26 of Legislative Decree no. 81/2008.
- 6) The Bodybuilder is obliged to implement all the prevention and protection measures contained in these Regulations and those provided for by current legislation for the purpose of protecting the health and safety of his workers and that of other people present in his work area, on whom the effects of his actions or omissions may fall.
- 7) If, in the course of its activities, the Stand Builder detects dangerous situations for its own safety or that of third parties, it is obliged to immediately suspend work and immediately inform the Exhibitor or, in the absence of the latter, directly the Organiser.
- 8) All workers employed by the Bodybuilder, before entering the Exhibition Centre, must have received sufficient and adequate training in safety and health, with particular reference to their workplace and duties, pursuant to art. 37 of Legislative Decree No. 81/2008 and in accordance with the State-Regions Agreement of 21/12/2011, if applicable.

- 9) All the bodybuilder's workers who use work equipment as defined by art. 69 of Legislative Decree No. 81/2008, must be in possession of the specific training provided for by art. 73 paragraph 1 letters a) and b) of Legislative Decree No. 81/2008, as well as the education, training and qualification provided for by the State-Region Agreement of 22/02/2012, if applicable.
- 10) When working on electrical systems and/or electrical parts of technological systems of any type and/or near live elements, all workers employed by the bodybuilder must have undergone specific training and be recognized as suitable in accordance with the CEI 11-27 standard to perform:
 - a) electrical work that is out of voltage or near live parts with dangerous voltage;
 - b) live electrical work on category 0 and 1 systems.
- 11) The Bodybuilder is obliged to equip all its workers with the necessary Personal Protective Equipment (PPE) required by its risk assessment and by the D.U.V.R.I. drawn up by the Organiser. In addition, the workers must all have been trained, informed and trained in their use. Following the report of its workers, the Bodybuilder must immediately reinstate or replace all damaged and/or no longer suitable PPE.
- 12) When carrying out work at height, all workers employed by the Bodybuilder must have carried out specific training and training for the use of PPE against the risk of falling from height.
- 13) The Bodybuilder is obliged to implement the prevention and protection measures indicated in paragraphs 8.9, 8.10, 8.11, 8.12 and 8.13 below in relation to the use of work equipment, forklifts for handling goods, lifting equipment, mobile elevating platforms and provisional works.
- 14) The Bodybuilder is obliged to monitor compliance by its workers and any Suppliers with the rules on the protection of health and safety at work, as well as with the provisions of these Regulations, the Event Regulations, the D.U.V.R.I., any PSC and any other provisions directly issued. In the event of a clear and repeated violation of the aforementioned rules and provisions, the Bodybuilder is obliged to remove the person responsible for the violation from the Exhibition Centre.
- 15) In order to supervise and supervise the observance of its workers and any Suppliers, their legal obligations, as well as the provisions of these Regulations, the Bodybuilder is obliged to appoint at least one Safety Officer in order to implement the provisions of art. 19 of Legislative Decree no. 81/2008, which must meet all the requirements provided for by the same legislative decree. The Stand Builder must guarantee the minimum presence of a Safety Officer during the set-up and dismantling phases of the event.

8.7 Emergency Plan

8.7.1 Emergency Plan of the Exhibition Centre

The Exhibition Centre Manager has its own Emergency Plan to regulate the behaviour and measures to be adopted in the event of an emergency during the periods of set-up and dismantling of events and exhibitions, this Plan DOES NOT REPLACE in any way the Emergency Plan provided for in paragraph 8.7.2 below, which is the exclusive responsibility of the Organiser of the individual event. The telephone numbers of the Operator, to be called in case of emergency during the periods of set-up and dismantling of the event, are:

- Umbriafiore S.p.A. switchboard 075 8004005
- Pavilion Assistance Office 075 8001037
- Technical Safety Service Umbriafiore S.p.A. 075 8004005
- Electrician 075 8004005

In the event of an emergency, of any nature, those who make calls to one of the numbers indicated above must specify:

- 1) your name, surname and in what capacity you are within the Exhibition Centre (*organiser, exhibitor, fitter, supplier, visitor, etc.*)
- 2) place of the event (*indicating pavilion, outdoor area, service center, etc.*)
- 3) the type of emergency (*fire, flooding, etc.*)
- 4) Extent of the event and number of people involved (*damage to property or people*)
- 5) indicate if there are any injuries and their number
- 6) communicate the telephone number from which you are calling

WHEN THE MESSAGE IS FINISHED, DO NOT HANG UP

but calmly answer all the questions that are put to you.

Anyone who discovers a fire is required to immediately raise the alarm by alerting the people present at the place affected by the event and the personnel in charge of the Fire Service who will implement the specific emergency procedures, firefighting, evacuation and call for public help (Fire Brigade, 118 Service, etc.).

In the event that the evacuation order is given, each person inside the Exhibition Centre must:

- keep calm;
- for Exhibitors and Stand Builders only, turn off the power supply to the electrical system of their stand and/or exhibition area;
- interrupt any type of activity, and head on foot outside the Exhibition Centre using the emergency exits and escape routes provided, without using means of transport of any kind, without carrying bulky objects and without going back for any reason
- do not shout, do not run, do not create alarmism or confusion;
- do not delay or obstruct access to escape routes;

- do not stay at transit points so as not to hinder interventions and emergency vehicles;
- help people in difficulty to leave the Exhibition Centre;
- do not carry bags, objects or other bulky things;
- scrupulously follow the orders given by emergency personnel;
- do not go back for any reason;
- use only the escape routes indicated by the safety signs and orientation plans present in the Exhibition Centre;
- do not use paths other than those indicated;
- do not use the lifts in the office building;
- reach the outside of the Exhibition Centre
- do not return to the Exhibition Centre until safety conditions are restored.

8.7.2 Event Emergency Plan

The Organizer of each event must prepare its own specific Emergency Plan for each event as well as have adequate personnel and means to deal with any emergency situations and evacuation of the Exhibition Center, as provided for in paragraph 2.2.3 point 7 above. The Emergency Plan must integrate the general requirements indicated in paragraph 8.7.1 above.

The Organizer is obliged to guarantee the presence in the Exhibition Centre for the entire duration of the event (including the set-up and dismantling phases) of an adequate number of Fire Emergency and First Aid Officers in relation to the type of event. The Fire Emergency Officers will have fire prevention, firefighting and emergency management tasks (Fire Service), while the First Aid Officers will have assistance tasks in the event of a health emergency and alerting the public emergency service (118). All Fire and First Aid Officers must be in possession of the training necessary to carry out this task correctly, they must also be equipped with adequate equipment and means, in relation to the type of event, to intervene in case of emergency.

The Organizer will have to manage all emergencies that will occur following a fire, including the possible evacuation of the Exhibition Center.

The Fire Emergency and First Aid Officers must be given and explained, by the Organizer, the Emergency Plan of the specific event.

The Organizer is obliged to transmit to the Manager before the start of the event the Emergency Plan with the names of the Employees and their respective functions.

8.8 Safety Signs

It is mandatory to scrupulously observe and ensure compliance with the prohibitions, prescriptions and warnings provided by the safety signs. In particular, with regard to traffic routes intended for emergency services, which must be kept free of both vehicles and pedestrians at all times.

8.9 Use of work equipment

By work equipment, pursuant to Article 69 of Legislative Decree 81/2008, we mean *"any machine, apparatus, tool or system, understood as the set of machines, equipment and components necessary for the implementation of a production process, intended to be used during work"*.

It is mandatory for anyone to use only work equipment in possession of the appropriate "CE" certification pursuant to Legislative Decree no. 17/2010 and accompanied by the relevant use and maintenance manual. In the event that equipment built before the entry into force of the above legislation is used, therefore without "CE" certification, these must necessarily comply with the standards set out in Annex V of Legislative Decree no. 81/2008, with particular reference to the adequacy of fixed and mobile protections, control devices and electrical protections.

All electrically operated work equipment must be connected to the earthing system or equipped with double insulation certified by an institute recognized pursuant to Ministerial Decree 20/11/1968.

It is strictly forbidden to use work equipment inside the Exhibition Centre without the periodic checks and maintenance required by the manufacturer.

All workers who use work equipment must be in possession of the specific training provided for by art. 73 paragraphs 1, 2, 3 and 4 of Legislative Decree No. 81/2008, as well as the education, training and qualification provided for by the State-Region Agreement of 22/02/2012, if applicable.

The Organiser is obliged to supervise compliance by Outfitters, Exhibitors, Suppliers and its workers with the prevention measures indicated above in the use of work equipment. In the event of a clear and repeated violation of the aforementioned prevention measures, the Organiser is obliged to remove the person responsible for the violation from the Exhibition Centre.

The Exhibition Centre Manager may carry out the checks it deems appropriate to carry out in order to verify compliance with the prevention measures described in this paragraph. In addition, in the event of a clear and repeated violation of the measures indicated above, the person responsible for the violation may be removed from the Exhibition Centre.

8.10 Prevention measures in the use of forklifts and self-propelled telescopic forklifts for the handling of goods

If it is necessary to use forklifts for the handling of goods in the Exhibition Centre, the person who has this need may do so only under the following conditions:

- 1) legal availability of the forklift as it is owned, or in the case of rental or concession in use, possession of:
 - copy of the rental contract or written deed in which the forklift is granted for use by the owner to the user
 - certification by the owner of the forklift, pursuant to art. 72 of Legislative Decree no. 81/2008, that the trolley granted for use or rental without a driver, is in a good state of conservation, maintenance and efficiency for safety purposes;
- 2) the forklift must be in possession of the CE marking (issued by the manufacturer) and must be in a good state of preservation, maintenance and efficiency for safety purposes, i.e. it must have carried out all the maintenance work required by the manufacturer and reported in the use and maintenance manual;
- 3) the operator using the forklift must be in possession of a valid certificate of education and training pursuant to the State-Regions Agreement of 22/02/2012 (license) (the certificate must be brought with the operator and made available for any checks);
- 4) forklifts with combustion engines (diesel) can only be used on external yards, they cannot be used inside the pavilions;
- 5) electric forklifts can access the halls and the external yards, but charging cannot be carried out inside the exhibition centre, unless expressly authorised by the Manager;
- 6) forklifts may not be left parked inside the exhibition centre during the event, unless expressly authorised by the Manager;

It is strictly forbidden to use forklifts inside the Exhibition Centre without the periodic checks and maintenance required by the manufacturer.

In the case of use of self-propelled telescopic rotary forklifts (example: manitou or merlo) in addition to what has been said in points 1), 2), 3), 4), 5), 6) above, they must also meet the following requirements:

- a) registration with INAIL as lifting equipment;
- b) possession of the valid periodic verification, pursuant to art. 71 paragraph 11 and Annex VII of Legislative Decree No. 81/2008;
- c) possession of quarterly periodic checks, pursuant to point 3.1.2 of Annex VI of Legislative Decree No. 81/2008.

The documents referred to in letters a), b), c) above must be available for possible checks.

Failure to meet even one of the requirements indicated in points 1), 2), 3) and a), b), c) above will result in immediate prohibition from using the trolley and exit from the Exhibition Centre.

The Organiser is obliged to supervise compliance by Bodybuilders, Exhibitors, Suppliers and their workers with the prevention measures indicated above in the use of forklifts and self-propelled telescopic forklifts. In the event of a clear and repeated violation of the aforementioned prevention measures, the Organiser is obliged to remove the person responsible for the violation from the Exhibition Centre.

The Exhibition Centre Manager may carry out the checks it deems appropriate to carry out in order to verify compliance with the prevention measures described in this paragraph. In addition, in the event of a clear and repeated violation of the measures indicated above, the person responsible for the violation may be removed from the Exhibition Centre.

8.11 Prevention measures in the use of mobile elevating platforms (MEWPs)

If it is necessary to use mobile elevating platforms (MEWPs) in the Exhibition Centre, the person who has this need may do so only under the following conditions:

- 1) legal availability of the lifting platform as it is owned, or in the case of rental or concession in use, possession of:
 - copy of the rental contract or written deed in which the lifting platform is granted for use by the owner to the user
 - certification by the owner of the lifting platform, pursuant to art. 72 of Legislative Decree no. 81/2008, that the lifting platform granted for use or rental without a driver, is in a good state of conservation, maintenance and efficiency for safety purposes;
- 2) the lifting platforms (MEWPs) must be in possession of the CE marking (issued by the manufacturer) and must be in a good state of conservation, maintenance and efficiency for safety purposes, i.e. they must have carried out all the maintenance work required by the manufacturer and reported in the use and maintenance manual;
- 3) MEWPs must be in possession of:
 - a) the INAIL registration as passenger lifting equipment;
 - b) of the valid periodic verification, pursuant to art. 71 paragraph 11 and Annex VII of Legislative Decree No. 81/2008;
- 4) operators who use MEWPs must be in possession of a valid certificate of education and training pursuant to the State-Regions Agreement of 22/02/2012 (license) (the certificate must be brought with the operator and made available for any checks);
- 5) MEWPs installed on vehicles with combustion engines (diesel) may be used only and exclusively on external aprons, they may not be used inside the pavilions, except in special situations only authorized by the Operator;

- 6) electrically operated MEWPs can access inside the halls and on the external aprons, but charging cannot be carried out inside the Exhibition Centre;
- 7) MEWPs cannot be left parked inside the exhibition centre during the event.

The documents referred to in points 1), 2), 3) and 4) above must all be available for any checks. Failure to possess even one of the documents indicated in points 1), 2), 3) and 4) above will result in immediate prohibition from using MEWPs and exit from the exhibition centre.

It is strictly forbidden to use Mobile Elevating Platforms (MEWPs) inside the Exhibition Centre without the periodic tests and inspections, in force, provided for by current legislation and in particular those referred to in Annex VII of Legislative Decree no. 81/2008.

The Organiser is obliged to supervise compliance by Outfitters, Exhibitors, Suppliers and their workers with the prevention measures indicated above in the use of mobile and elevating platforms (P.L.E.). In the event of a clear and repeated violation of the aforementioned prevention measures, the Organiser is obliged to remove the person responsible for the violation from the Exhibition Centre.

The Exhibition Centre Manager may carry out the checks it deems appropriate to carry out in order to verify compliance with the prevention measures described in this paragraph. In addition, in the event of a clear and repeated violation of the measures indicated above, the person responsible for the violation may be removed from the Exhibition Centre.

8.12 Prevention measures when using lifting equipment

If it is necessary to use lifting equipment such as a truck crane or mobile crane in the Exhibition Centre, the person who has this need may do so only under the following conditions:

- 1) legal availability of the lifting equipment as it is owned, or in the case of rental or concession in use, possession of:
 - copy of the rental contract or written deed in which the lifting equipment is granted for use by the owner to the user
 - certification by the owner of the lifting equipment, pursuant to art. 72 of Legislative Decree no. 81/2008, that the lifting equipment granted for use or rental without a driver, is in a good state of preservation, maintenance and efficiency for safety purposes;
- 2) the lifting equipment must be in possession of the CE marking (issued by the manufacturer) and must be in a good state of preservation, maintenance and efficiency for safety purposes, i.e. it must have carried out all the maintenance operations required by the manufacturer and reported in the use and maintenance manual;
- 3) The lifting equipment must be in possession of:
 - a) INAIL registration as equipment for lifting materials;
 - b) of the valid periodic verification, pursuant to art. 71 paragraph 11 and Annex VII of Legislative Decree No. 81/2008;
 - c) quarterly periodic checks, pursuant to point 3.1.2 of Annex VI of Legislative Decree No. 81/2008;
- 4) operators who use the lifting equipment must be in possession of a valid certificate of education and training pursuant to the State-Regions Agreement of 22/02/2012 (license) (the certificate must be brought with the operator and made available for any checks);
- 5) lifting equipment installed on vehicles with combustion engines (diesel) may be used only and exclusively on external aprons, they may not be used inside the pavilions, except in special situations exclusively authorised by the Manager;
- 6) Lifting equipment may not be left parked inside the exhibition centre during the event.

The documents referred to in points 1), 2), 3) and 4) above must all be available for any checks. Failure to possess even one of the documents indicated in points 1), 2), 3) and 4) above will result in the immediate prohibition of the use of the lifting equipment and the exit from the exhibition center. It is strictly forbidden to use lifting equipment inside the Exhibition Centre without the periodic tests and checks required by current legislation and in particular those referred to in Annex VII of Legislative Decree no. 81/2008.

The Organiser is obliged to supervise compliance by Outfitters, Exhibitors, Suppliers and its workers with the above-mentioned prevention measures in the use of lifting equipment. In the event of a clear and repeated violation of the aforementioned prevention measures, the Organiser is obliged to remove the person responsible for the violation from the Exhibition Centre.

The Exhibition Centre Manager may carry out the checks it deems appropriate to carry out in order to verify compliance with the prevention measures described in this paragraph. In addition, in the event of a clear and repeated violation of the measures indicated above, the person responsible for the violation may be removed from the Exhibition Centre.

8.13 Prevention measures in the use of provisional works

It is mandatory for anyone to use only provisional works within the Exhibition Centre in accordance with the provisions of Legislative Decree no. 81/2008 and in particular with the following articles:

- Art. 111 (Work at height)
- Art. 112 (Provisional works)
- Art. 113 paragraphs 2, 3, 4, 5, 6, 7, 8, 9 and 10 (stairs)
- Art. 114 (Protection of jobs)
- Art. 115 (Protection systems against falls from height)
- Art. 116 (Access and positioning systems with ropes)
- Art. 117 (Work near active electrical parts)
- Arts. 122, 123, 124, 125, 126, 127, 128, 131, 132, 133, 134, 135, 136, 137 and 138 (scaffolding)
- Art. 130 (Walkways and gangways)
- Art. 139 (Bridges on trestles)
- Art. 140 (Tower bridges on wheels)

All employers of workers who work in various capacities within the Exhibition Centre are obliged to comply with the obligations of information, education and training regarding the use of work equipment, as provided for by art. 73 paragraphs 1, 2 and 3 of Legislative Decree no. 81/2008. In particular, all workers in charge of using any work equipment must have received adequate training and training in relation to safety, in relation to the conditions of use of the equipment and to the abnormal situations foreseeable.

The Organiser is obliged to supervise compliance by the Fitters, Exhibitors, Suppliers and its workers with the prevention measures indicated above in the use of provisional works. In the event of a clear and repeated violation of the aforementioned prevention measures, the Organiser is obliged to remove the person responsible for the violation from the Exhibition Centre.

The Exhibition Centre Manager may carry out the checks it deems appropriate to carry out in order to verify compliance with the prevention measures described in this paragraph. In addition, in the event of a clear and repeated violation of the measures indicated above, the person responsible for the violation may be removed from the Exhibition Centre.

8.14 Use of drones

The use of remotely piloted aircraft (UAVs) commonly referred to as "drones" is strictly forbidden within the Exhibition Centre.

Any use of drones must be specifically authorized by the Manager, who verifies the feasibility following the request of the Organizer and identifies the conditions for the exercise related to the specific activity to be carried out and the context of the event, in accordance with the legislative provisions in force on the subject and the regulations of the E.N.A.C..

If the use of drones by the Manager is authorised, the Organiser is obliged to carry out the relevant checks to ensure effective use in accordance with the operating conditions provided by the Manager and compliance with the relevant legislation and regulations in force.

9. WASTE

The Manager provides for the collection and disposal of waste produced by the Stand Builders and Exhibitors within the Exhibition Centre, with the exception of:

- set-up materials of any kind, such as: partition walls, flooring, large packing crates, pallets, etc.;
- carpet;
- products, semi-finished products and processing waste from demonstrations of the machines in operation in the parking lots, except for the quantities and types included in the parking space cleaning service;
- promotional material consisting of brochures, flyers, etc.;
- waste classifiable as special, hazardous and non-hazardous, pursuant to Legislative Decree 152/2006 and subsequent amendments and additions.

Therefore, the disposal of the above-mentioned materials is the exclusive responsibility of the Stand Builders and/or Exhibitors.

For materials other than those indicated above, the Operator implements a separate collection system for the following waste: paper and cardboard, wood, plastic, glass and other unsorted waste. In the Exhibition Centre, special areas are identified before each event where containers for the separate and undifferentiated collection of waste produced will be placed.

Before each event, the Operator informs the Organiser of the sites where the waste collection areas are located.

During the assembly and disassembly phases, the Stand Builders and Exhibitors must convey the waste into the appropriate bins and/or bins prepared for this purpose and located inside and outside the pavilions. Waste classified as special and hazardous must be disposed of in accordance with current legislation by the producer of the waste, i.e. by the Stand Builder and/or Exhibitor.

It is forbidden:

- abandon and deposit special and hazardous waste in an uncontrolled manner in areas used for separate and undifferentiated waste collection;
- abandon and deposit in an uncontrolled manner, even temporarily, waste classified as special and hazardous in any place of the Exhibition Centre;
- the discharge of any type of waste into the collection wells of the sewer lines of the Exhibition Centre, including service drains inside the toilets and rainwater collection wells, both inside and outside the pavilions;
- accumulate waste and scraps in the lanes of the pavilions and in the external driveways and pedestrian paths, in order to ensure correct pedestrian and vehicular practicability in the spaces of the Exhibition Centre.

In the event of violation of these prohibitions, Umbriafiore as Manager of the Exhibition Center reserves the right to make the necessary reports to the competent Authorities.

The collection, detention, transport, storage and disposal of waste must be carried out in compliance with Legislative Decree no. 152/2006 and subsequent amendments and additions. These activities must be carried out by the Organizers, Exhibitors and Fitters each for the part of their competence. Any clarifications on this matter can be requested from the offices of Umbriafiere at the following email: info@umbriafiere.it

10. INSURANCE

The Organiser of each event must take out a special insurance policy for civil liability to cover any damage caused to third parties' property and to things in delivery and custody, including the premises and facilities of the Exhibition Centre, with an express clause waiving the right to claim against the Manager.

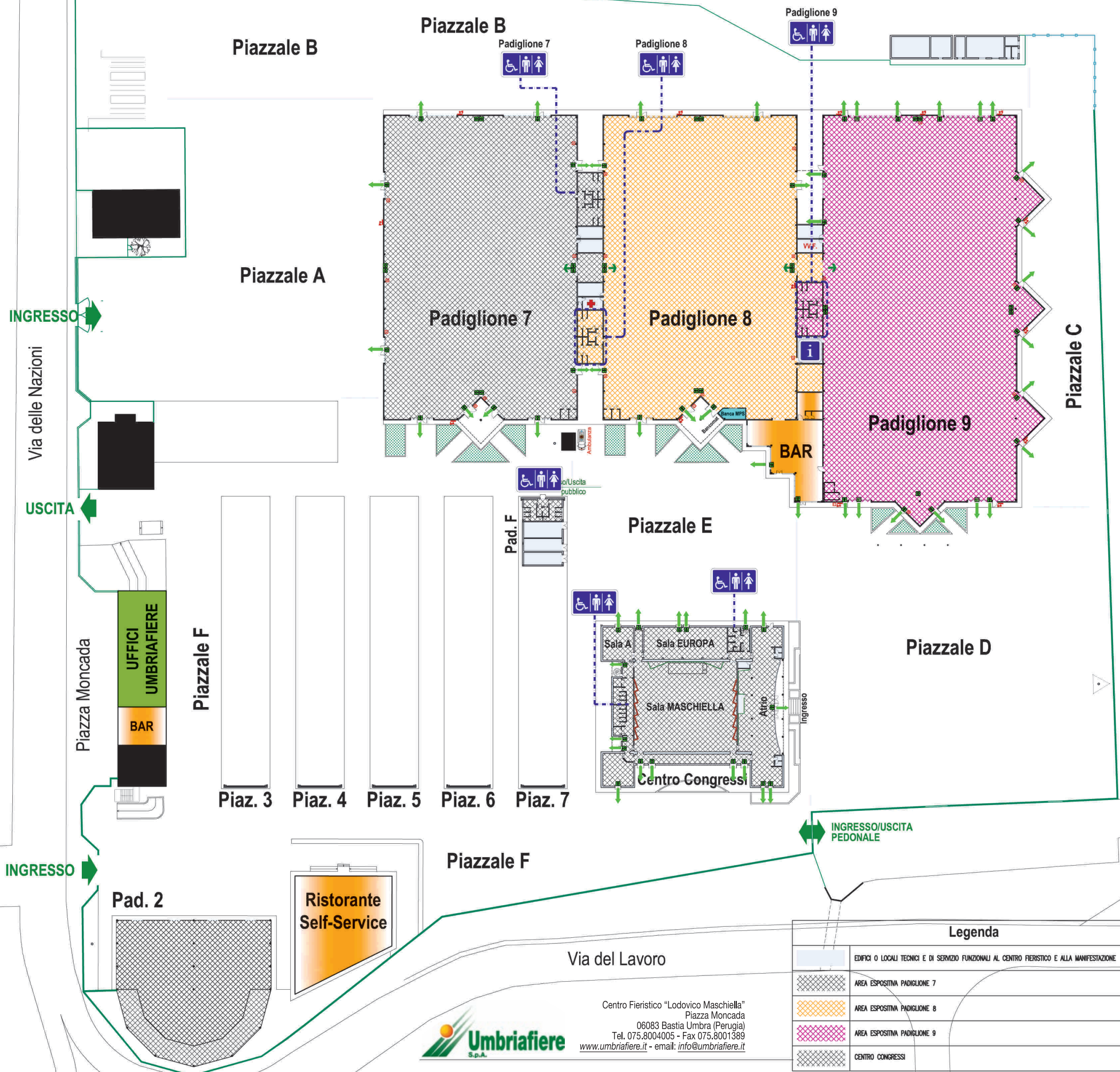
A copy of the insurance policy must be delivered to the Operator before the official delivery of the Exhibition Centre facilities to the Organiser.

Exhibitors are entitled to have an "All Risks" Policy on goods, machinery, equipment and set-ups brought and/or used in the Exhibition Centre as well as for accidents and civil liability towards third parties, including visitors, with an express clause waiving the right to claim against third parties, including the Manager.

The Organiser is in any case considered liable by the Manager for all damage that may occur through its own fault and for any cause whatsoever to exhibitors, visitors, its workers and collaborators as well as to any third party in general, including those caused by electrical systems installed by the Organiser or by third parties, being directly or indirectly responsible for them.

During opening hours to the public and during set-up and dismantling operations, the custody and surveillance of goods and fittings, including inside the car parks, is the responsibility of the Organiser, the Exhibitors and the Fitters.

The Manager declines all responsibility for damage to persons or property, including in relation to shortages, theft, perishing or damage to the goods on display, including set-up materials.



Planimetria generale

Legenda

	EDIFICI O LOCALI TECNICI E DI SERVIZIO FUNZIONALI AL CENTRO FIERISTICO E ALLA MANIFESTAZIONE
	AREA ESPOSITIVA PADIGLIONE 7
	AREA ESPOSITIVA PADIGLIONE 8
	AREA ESPOSITIVA PADIGLIONE 9
	CENTRO CONGRESSI

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