

“NGON CONGRESS & 5G Transport”

May 31 and June 1, 2023

CENTRE EXPO CONGRES - MANDELIEU

FIRE SAFETY SPECIFICATIONS

The purpose of this document is to draw to your attention the main regulations concerning safety against the risks of fire and panic which apply to this exhibition.

MAIN REFERENCE TEXTS

- Building and Housing Law
- Orders of June 25, 1980, February 5, 2007 (L), June 21, 1982 (N) and November 18, 1987 (T) as well as their amendments. These documents are available in particular from the Journals Officiels - 26, rue Desaix - 75227 Paris.

FOR THE ATTENTION OF:

- **The owner or manager:** OTC – 806 ave de Cannes - 06 210 Mandelieu la Napoule –
Tel: 04 93 93 64 74
- **the organiser:** INFORMATECH – 240, Blackfriars Road, London SE1 8NW (UK)
Tel: + 44 (0) 7554 339 293 – E-mail: kelly.southam@informa.com
- **the fire safety officer** appointed by the organiser: Serge RICHARD – RESOLUTION –
Tel: + 33 (0)4 93 81 58 31 / + 33 (0)6 08 03 36 50 - E-mail: christine@resolution06.fr
- **Each exhibitor.**

THE OWNER OR MANAGER'S OBLIGATIONS

The owners must provide the organisers with facilities that comply with the texts cited above .

THE ORGANISER'S OBLIGATIONS

The organiser is the contact for the administrative authority . They must ensure that the safety rules are applied in all the facilities specific to the event .

They appoint the Exhibition Safety Officer.

They request permission to hold the event two months before it opens and give the Safety Commission and each exhibitor a copy of this document.

MISSIONS OF THE SAFETY OFFICER

1/ Monitor the application of regulatory provisions concerning :

- fitting out the stands,
- clearances and emergency exits
- awnings and false ceilings

Permission requests before April 30, 2023 concerning:

- operation of machines
- the presence of bottles containing hydrocarbons,
- hot work (welding, cutting)

3 / Ensure daily compliance in terms of security of the establishment and the exhibition in progress .

They will inform the Safety Commission of any problems encountered .

EXHIBITORS' OBLIGATIONS

Exhibitors and stand hirers must comply with the regulatory provisions, in particular those contained in this document.

They must inform the Security Manager, who will be present as soon as the event is set up, of any problem within his competence.

Installation must be complete for the acceptance inspection by the Safety Commission. All arrangements must be made so that they can be examined in detail .

The exhibitor or qualified representative must be present during this visit.

They must make available to the members of the Commission all information (fire reaction reports, etc.) concerning the layout of the stands .

Stand holders wishing to use thermal or combustion engines, lasers or any other dangerous product must make a request to the organiser ONE MONTH BEFORE OPENING TO THE PUBLIC - BY 30 April 2023 AT THE LATEST .

The materials exhibited or for sale may be presented in limited quantities on the stands without reaction to fire requirements (for any question, please,contact us).

EXTRACTS FROM THE FRENCH FIRE SAFETY RULES

1 - INSTALLATION AND DECORATION

The materials used for installing and decorating the stands are regulated.

The French classification or European equivalence (standard EN 13 501-1) is as follows:

REACTION TO FIRE

<u>French classification</u>	<u>European standard</u>	<u>Quality</u>
<u>M0</u>	<u>A1 or A2</u>	<u>NON-COMBUSTIBLE</u>
<u>M1</u>	<u>B</u>	<u>NON-FLAMMABLE</u>
<u>M2</u>	<u>C</u>	<u>HARDLY FLAMMABLE</u>
<u>M3</u>	<u>D</u>	<u>MODERATELY FLAMMABLE</u>
<u>M4</u>	<u>E</u>	<u>EASILY FLAMMABLE</u>

Permitted:

1. Materials which have received a reaction to fire classification after tests in an approved **French or European laboratory** (LCPP, CSTB, LNE, SNPE, LCRB or INERIS) and accompanied by a valid report issued by the laboratory (report to be obtained from your supplier);

2. Materials benefiting from a conventional classification by nature: M 0 = metal, glass, etc. M 3 = wood and derivatives (solid, plywood, blockboard, chipboard and MDF) with a thickness greater than or equal to 18 mm

The frames, partitions and carpeting of the stands must be made of materials of at least category M 3.

Hangings and stretched fabrics must be of category M 2 as a minimum.

Panels and banners affixed to the walls, the total area of which is less than 20% of the area of the walls of the stand, may be presented without reaction to fire requirements.

Floating panels and banners with an area greater than 0.5 m², garlands, awnings and plastic materials must be category M 1 minimum (or entirely glued to supports of category M1 minimum).

Fabrics covering tables, trestles and horizontal displays must be from category M 1 minimum.

Paper tablecloths are prohibited.

Fire reaction and flame retardancy certificates must be provided by the exhibitor no later than when the stands are set up.

Artificial or dried plants are permitted in limited quantities.

The stands must be built on a single level (subject to provisions after be submission to the organiser).

The exhibitor is required to respect the ground dimensions of his stand and not to encroach on the aisles, regulatory clearances and emergency exits.

Green and white together on signage is prohibited.

2- FITTING OUT EXHIBITION SURFACES DELIVERED BARE / SPECIAL STANDS

1) For the design and construction of stands, exhibitors must provide the Safety Officer with information relating to the following points **no later than April 21th 2023**:

- Stand plan and 3D visuals
- Characteristics of the stand: covered stand, tiered stand, full awnings, etc.
- Fire reaction certificates for all stand elements.

Important: Reports of foreign origin from outside the EU cannot be considered. Only reports from approved French or European laboratories are acceptable.

2) To be handed over on site to the Safety Officer

- Electrical compliance certification
- Certification of proper assembly of the stand

3) Special Stands

• Stands **with a ceiling, a false ceiling or a full awning** as well as those with a raised level must simultaneously fulfil the following conditions:

- have an area of less than 300 m²;
- be at least 4 metres apart from each other;
- total a surface area of solid ceilings and false ceilings (including that of raised levels) equal to a maximum of 10% of the area of the level concerned.

Each stand can only have one raised level.

The raised stand must comply with the NFP 06-001 standard concerning compliance with solidity rules (safety overload of 300 kg/m²). The puncture load must not exceed 500 kg/m². It must be checked by an Approved Body certifying the stability of the structure after assembly on site.

If the surface area of such stands is greater than 50 m², each of them must have appropriate extinguisher facilities permanently operated by at least one security officer during the presence of the public in the establishment.

If a **marquee or a tent or a structure is installed in the exhibition space**, it must comply with the provisions of articles CTS 1 to CTS 37, except CTS 5. It must be installed in such a way that its environment cannot reduce the security level of the Establishment.

• **Horizontal awnings** must not obstruct the proper functioning of smoke extraction systems or fire detection systems. They must be of category M0 or M1 or A or B and be provided with a sufficient number of attachment systems or a sufficiently strong safety frame to prevent it falling while evacuating the public. (Non-fusible metal clip).

In addition, at least 50% space must be respected or awnings with "Crocfu" fusible mesh type M1 be used.

The implementation of these ceilings will have to be the subject of a specific study by the Safety Officer.

• **Suspended elements and porticoes or raised constructions:** Any hanging attachment, portico or raised construction must be submitted no later than one month before the event, for the authorisation of the manager who may require a preliminary report by an approved organisation carried out at the expense of the organiser. Similarly, an inspection by an approved body will be requested after installation and before opening to the public.

3 - EMERGENCY MARKINGS AND FACILITIES

- a) The emergency facilities (extinguishers, RIA) must remain visible and accessible.
- b) Constructions and fittings must not hide the signage indicating the clearances or escape routes (exit, emergency exit).

4 - COMBUSTIBLE MATERIALS

Storage of wood, paper, cardboard, miscellaneous packaging is prohibited in the exhibition spaces.

The use of combustible gases is prohibited and that of flammable liquids is regulated (contact us).

5 - PROTECTION OF THE PUBLIC

All presentations and demonstrations are carried out under the full responsibility of the exhibitor.

Moving parts, hot surfaces, points, cutting edges, must be either protected by a screen or a solidly fixed and appropriate rigid casing, or placed set back at least 1m from traffic .

The public should be kept away from changing display areas .

6 - ELECTRICAL INSTALLATION

The exhibitor is responsible for the electrical installation using the connection panel delivered to the stand.

It is forbidden to modify the technical characteristics of said panel (location, circuit breaker, fuses, etc.).

The exhibitor is required to comply with the safety rules specified by the official texts, in particular:

a) the connection panel must be permanently accessible.

b) it is prohibited to use:


- . insulated cables for a voltage below 500 volts, which in particular prohibits the HO VH II cable (scindex),


- . splices (the cables must be correctly fixed),

- . connections not protected by "plexo" type junction boxes,

- . multiple 2P 6A plugs or adapter sockets (only multi- socket strips with cord are permitted) ,

- . lamps that do not comply with the NFC 15150 standard.

c) It is recommended that Class II (two) double insulation material be used, symbol 

Class I devices, symbol , must be earthed.


d) Halogen spots must

- . be located at a minimum height of 2.25 m

- . fixed firmly in a horizontal position,

- . away from all flammable materials,

- . fitted with safety screens in glass or equivalent material (metal grids are no longer permitted),

- . powered by 1.5 mm² conductive cables connecting the device terminal  to the earth conductor on the stand delivery box.

e) Illuminated Garlands

- . must be made of flame retardant cables (category C2)

- . their sockets must be permanently connected to the conductors supplying them,

- . the power indicated for the bulbs must be respected (15 W max).

f) Cable Reels: power cables must be completely unwound.

g) Outside the opening hours of the event, the power must be off on the stands.

For any additional information, you can contact the organiser who may arrange for a visit to inspect the installations before the opening and during the event.

h) Special electrical installations on the stands:

Special stand installations must be carried out by people who are particularly aware of the specific risks of the event, possessing the knowledge enabling them to design and have the work carried out in accordance with these regulations.

The electrical panel must be inaccessible to the public while remaining easily accessible to stand staff

as well as to the technical staff of the exhibition venue.

An electrical panel must include a general 30 mA differential device, protection devices against overcurrents calibrated at 10A for the lighting and 16A for the PCs (power socket), an emergency cut-off for all active conductors.

Any device requiring higher power must be supplied by a specially adapted circuit.

All metal masses must be interconnected and connected to the ground of the stand's electrical box.

Pipes can be fixed to the temporary fittings of the stands. In the case of flexible cables, they must be provided for a voltage rating of at least 500 volts.

Electrical equipment used will comply with the French or European standards in force.

The electrical connections must be arranged inside the junction box.

A certificate of proper assembly must be drawn up by the competent technician who carried out the installation and given to the show's safety officer.

The conformity of the installations may be checked by an approved control office.

If such checks are not passed, the organiser may cut off the power supply to the stand.

Use of splitter-adaptors and "Scindex" HO VH II type cables and all kinds of multiple sockets is strictly prohibited.

7 - ACCESSIBILITY RULES FOR DISABLED PEOPLE

(Excerpts from the decrees of 08/12/2014 and 20/04/2017)

PUBLIC RECEPTION

Counters, reception desks and counters: the height of at least one of the counters, stalls or desks must be accessible to people with reduced mobility, i.e. a maximum height of 0.80 m.

In addition, the reception counter must have, to allow the feet and knees of a person in a wheelchair to pass, **an empty space in the lower part at least 0.30 m deep, 0.60 m wide and 0.70 m high.**

STAND RAISED BY A FLOOR

When it cannot be avoided, a small difference in level can be effected using a projection with a rounded edge or fitted with a chamfer, the height of which must be less than or equal to 2 cm. **The height may be increased to 4 cm if the projection has a slope over its entire height not exceeding 33%.**

Any stand equipped with a floor higher than 4 cm, onto which the public is invited to climb, **must include an access ramp.**

The ramp should be entirely integrated into the stand (without encroaching on the circulation aisle), must be 1.40 m wide and have a 5% slope.

Permitted: 8% if its length is < 2 m, or 12% if its length is < 0.50 m .

VISUAL DISABILITY

The quality of the lighting , artificial or natural, of circulation areas must be such that the whole of the path is covered without creating visual discomfort. Those parts of the path which can be a source of loss of balance for disabled people must be covered by increased lighting or contrasting signage (black and yellow tape, plants, etc.)

The information must be visible, readable and understandable to people with disabilities.

Information carriers must contrast with their immediate environment.

The information carried on these signs must contrast strongly with the background, and the characters must be at least 15 mm for signage and information elements relating to directions, 4.5 mm otherwise.

Green and white signage together is prohibited because it is reserved for fire safety signs.

INSPECTION VISIT

The accessibility sub-committee for people with disabilities may check compliance of the facilities before opening to the public.

FOR MORE INFORMATION ON REGULATIONS, E-mail: contact@resolution06.fr

CERTIFICATE OF ELECTRICAL COMPLIANCE

(to be completed by the exhibitor and given to the event Safety Officer)

Type of event:

Date:

Location:

I, the undersigned,

representing the company

Certify that the temporary electrical installations of the stand,

No., operated by:, were performed according to regulations, under my responsibility.

To serve and assert what is right.

Date:

Signature and Stamp

DECLARATION OF CONFORMITY

SOLIDITY

- PARTITION, STAND, STAGE STRUCTURE, PODIUM, HANGINGS, ETC. ASSEMBLY -

(to be completed by the service provider and given to the event Safety Officer)

Type of event:

Date:

Location:

I, the undersigned,

representing the company

in the capacity of:

Declare that the following equipment:

-

-

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complies with the standards in force, was installed according to the regulations by a competent technician and that nothing will compromise the safety of the public.

To serve and assert what is right

Date:

Signature and Stamp