

DISABLED ACCESS AT THE SHOW

PREAMBULE

The order of 1st August 2006 lays out the conditions for application of articles R 111-19 to R 111-9-3 and R 111-19-6 of the Building and Habitation Code concerning the access of handicapped people in establishments for public use and installations open to the public during their construction or creation.

Generally, the Halls, exhibition Halls, and installations in exhibition center meet the requirements of this order: accessibility, toilets, car parking, etc.

Furthermore, regarding installations open to the public during their creation, it is necessary to allow handicapped people access to stands, conference or meeting rooms, grandstands, or catering areas.

In the shows organized by COMEXPOSIUM, the Security Manager is responsible for ordering any measures required and carrying out inspections at shows.

The general and specific measures applicable to installations created at trade shows and exhibitions are given hereafter:

ACCESS TO SINGLE-LEVEL STANDS

Each stand, area open to the public, fitted with a floor higher than 2 cm must be accessible to People of Reduced Mobility (PRM).

One or several ramps, of a minimum width of 90 cm, will facilitate this access. Slopes will respect the following percentages:

- 4% slope without limit to the length of the passageway
- 5% slope on a length of less than 10 m
- 8% slope on a length of less than 2 m
- 10% slope on a length of less than 0.5 m

Clearance of a radius of 1.5 m will be left free for maneuvering at each end of the ramp.

PATHWAYS

- Width of 1.4 m minimum.

ACCESS TO STANDS ON UPPER FLOORS

1) When the numbers of general public hosted on the upper floor does not exceed 50 people, the services on the upper floor must be equivalent to the ground floor.

- If this is not the case, and/or if the numbers of the public hosted on the upper floor exceeds 50 people, the upper floor will be accessible via a lift in compliance with the standard NF EN 81-70. This installation must be verified by an organization approved by the Ministry of the Interior before its use.

2) Respect the provisions of article 7.1 of the aforementioned order, regarding staircases.

Width of 1.20 m between handrails.

- Two continuous handrails, extended at the top and the bottom of the staircase, horizontally, returning on a partition or extended by the length of the tread of a step.
- A maximum step height of 16 cm and a minimum tread of 28 cm – step edges in contrasting colours
- 0.5 m width tactile foot strip at the top of the stairs.
- Respect the staircase design good practice: $60 \text{ cm} < 2 H + T < 64 \text{ cm}$ (H = step height, T = strep tread).
- Handrails and safety rails must respect the standards NF P 01-12 and NF P 01-013.

FITTING OF ROOMS OR AREAS RECEIVING SEATED MEMBERS OF THE PUBLIC (CONFERENCES, STANDS, GRANDSTAND, ETC.)

Areas reserved for wheelchair users will be provided.

These areas must be located outside of alleyways and corridors and close to exits. The number will be calculated enabling two places for the first 50 seats and one place per additional 50 seats.

WELCOME AND INFORMATION DESKS

Welcome and information desks must be accessible to people using a wheelchair.

- Height 80 cm, a gap of 30 cm depth on a height of 70 cm, enabling space for knees.

IMPORTANT

To avoid disputes, it is mandatory to submit for approval the scale stand layout plan with dimensions (three-dimensional drawings) **before Tuesday 26 February 2021** to the following address:

DECOPLUS

Tel: +33 (0)9 67 78 93 85

Email: elisabeth.decoplus@gmail.com

1- HALL FLOORS, PILLARS AND WALLS

It is strictly forbidden to drill, screw, nail or embed the walls, cladding panels, pillars and floor of the halls; attaching machines to be exhibited to these elements is also forbidden.

A lump sum of 300,00 €/excl. VAT per hole will be charged to the exhibitor for non-compliance with these regulations. Exhibitors must not paint or mark on the walls, pillars and floors of the halls.

- Allowed floor loading: 35 tonnes or 13 tonnes / axle tree.
- Overload: 5 tonnes / sq.m.
- Resistance to puncture: 6,5 tonnes maxi per 10 sq.cm.

Your stand area must be restored to its original condition. **Any rubbish (carpet, adhesive, etc.) must be removed.** Any damage reported during disassembly of the stand will be invoiced to the exhibitor responsible.

The exhibitor is personally responsible for his/her suppliers: decorators, installers, contractors, etc.

2- SETTING-UP OF STANDS AND PRESENTATION OF EXHIBITS

Exhibits on display must not disturb nor damage neighbouring stands.

No exhibit may exceed the surface area of the stand (except cranes and jibs, see paragraph n° 13).

3- ACOUSTIC ANIMATION - IMPORTANT

All exhibitors wishing to use acoustic animation on their stand must do so in accordance with the following regulation:

The maximum sound level must not exceed 85 dB(A) (in a 2,50 m area surrounding each stand), 15mn max/hours.

In addition, for any kind of musical diffusion, you must discharge of royalties, before the exhibition's opening, from:

SACEM IDF NORD-OUEST

Pascal LEFEVRE

Immeuble Apollo - 10 rue Daguerre - 92500 Rueil-Malmaison – France

Tél. : +33 (0)1 76 76 75 20

-mail : dl.idf.nordouest@sacem.fr

Website: www.sacem.fr/

Such standards have been set in order to avoid any inconvenience to visitors at neighbouring stands. A strict and permanent control will be assured throughout the exhibitions to insure that the stipulated sound level is respected. The exhibition's Organizer reserves all rights to stop any violation of this regulation.

4- ELECTRICAL FITTINGS ON STANDS

For obvious reasons of safety, it is strictly forbidden to use the Exhibition Centre's private installations (hall raceways, water gutters, etc.) as a passageway for the stands' electrical cables.

5- MAXIMUM HEIGHT ALLOWED WITHIN HALLS

(in relation to the building floor)

Stand construction: 6.00 m maximum.

All construction or decoration items above 3.00 m must be positioned 1.00 m away from the neighbouring stands.

The sides of desks, decorations or panels facing neighbouring stands must be smooth, plain and painted white or covered in white wall covering.

Presentation of the material: 8.00 m for all halls (5a, 5b & 6) without any signboard.

6- MAXIMUM HEIGHT ALLOWED OUTSIDE

Stand construction: no restriction

Material exhibits: Maximum height: 55.00 m (see paragraph n° 13)

7- PERIPHERAL CONSTRUCTION

We remind you that erecting long walls or screens, using the dividers or temporary walls of neighbouring offices or spaces, which might interfere with the overall view of the halls, mask neighbouring stands or hinder normal visitor traffic on the stand is strictly prohibited.

Each facade stand overlooking an aisle must respect a 50.00 % closing and with a maximum of 15.00 linear meters.

The glass, curtains, adhesive... will not be accepted as an opening.

The half-height partitions or barriers limiting access to public exhibition of materials are accepted in operation within a height of 1.10 m and in compliance with safety standards and evacuation.

Any closure beyond this point will have to respect a withdrawal of 2.00 m.

8- RAISED LEVEL

Raised levels are only authorized for stands with a floor surface area of 200 sq.m. or more.

The raised level surface must not exceed 50% of the stand surface area and is limited to 300 sq.m.

The structure of stands with a raised level (including signs on stands or towers) must not be higher than 6,00 m.

Raised levels must imperatively be set back 2.00 meter from the stand limits (stand separation from neighbouring stands). Floor-supported and/or overhead structures are not allowed to join two stands separated by an aisle, except for inside aisles forming an islet.

Important: this service will be invoiced at **€ 81,00 excl. VAT/sq.m for outdoor stands** and **€ 119,00 excl. VAT/sq.m for indoor stands**.

It is mandatory to send (before the 20th February) two copies of the drawings with erections specifications and the official approval of stability & solidity delivered by a qualified verification office to the following address:

AFS Conseils et Sécurité
M. Alain FRANCONI
56, rue Roger Salengro
93110 Rosny-sous-Bois – France
Tel: + 33 (0)6 70 61 95 11
Email: afs@afsconseils.fr

9- STAND SIGN

Overhead signs must not exceed 6,00 m height (in relation to the building's floor). Signs covering a whole wall or signs used as partitions are strictly forbidden.

Suspended sign: The highest point of the sign or its support (when the sign is hanging from a lighting fixture) must not be higher than 6,00 m. The sign must be confined within the stand (or islet) limits and be set back 1.00 m from any separations between adjoining stands.

Flashing signs are prohibited.

10- LIGHTING

The use of revolving or flashing lights is forbidden.

Lighting trusses must be contained within the stand (or islet) limits and must not be higher than 8 meters.

11- COVERING OF PILLARS

A maximum height of 5.00 m from the floor is allowed.

It can be supported by the pillar, but must be separated or, at the very least, insulated with soft material (felt, hardboard, sponge, etc.) placed over the points of contact.

12- HANGING OF FRAMEWORKS

Items suspended from the framework of the Halls are installed by the Exhibition Centre's Technical Department.

For others suspension (suspended after the slings) please take note of the new safety specification in force in the Exhibition Centre of Paris Nord Villepinte in the HANGING & OVERHEAD POWER SUPPLY, TRUSSES AND LIGHTS section in the USEFUL INFORMATIONS category of this guide.



Installations	Total load and height (h)	Inspection body		
		BC	TC**	INST ***
Repetitive rigging points	< 1000 kg and h < 3.50 m			X
	< 1000 kg and h < 6.20 m		X	
	< 1000 kg and h > 6.20 m	X		
	> 1000 kg	X		
Non-repetitive rigging points	Regardless of the total load or height	X		

* Inspection office (BC): person or body that is accredited either by the Ministry for the Interior.

** Competent technician (TC): a competent technician is a person with professional experience or certified training in the area of assembly and inspection of dismantlable assemblies.

*** Installer (INST): a person who sets up a stand for the exhibitor or the exhibitor him- or herself.

All suspended items must comply with the decoration regulations of the show. The orders of slings will be allowed to a maximum height of 6,50 m

In order to help you in these steps, we have referenced the following control offices, it being specified that you can mandate the control office of your choice:

SOCOTEC

Mr Patrick PEREIRA

Tel: +33 (0)6 08 12 08 21

Email: patrick.pereira@socotec.com

13- REGULATIONS FOR CRANES & HIGH EXHIBITS

The maximum height from the ground is 55.00 metres.

Due to their jib and counter-jib, cranes are the only exhibits allowed to project beyond the stand boundaries.

In this respect, at least 50,00% of the jib-counter jib length must be contained within the stand boundaries.

Day marking-out and night lighting are required for all machines with a height greater than 50.00 m:

- day marking out: Alternately red (or orange) and white paint stripes on the upper part of the vertical structure and on the jib / counter jib assembly (stripes of 7.00 m wide). The stripes at the top and the end stripes should be the darkest colour.
- night lighting: 3 fixed red lights (low intensity, type A) set-up at the top of the machine and at the ends of the jib / counter jib assembly. These lights must consist of equipment approved by technical service of civil aviation (list & reference on demand).
- The exhibitor's attention is drawn to the necessity of ensuring permanent marking-out and lighting. It is therefore the exhibitor's responsibility to provide appropriate back-up devices.
- telescopic cranes: an orange flashing light is required for the day marking-out & night lighting. These cranes must be held in the lowest position outside the opening hours.

Each exhibitor exhibiting a tower crane must submit a file containing:

- - A drawing showing the crane positioning on the stand
- - An elevation of the crane showing the configuration used during the exhibition
- - A data sheet with the machine's characteristics (height of lift, total height, jib length, counter jib length...)
- - A detailed operation plan so that, in case of altitude winds, the boom can be made to rotate freely, or the crane can be dismantled.

To be sent to: fabrice.digle@comexposium.com

Subject to Safety Commission's approval, signs hanging from crane hooks are authorized provided they are contained within the stand limits.

14- LEAFLET

Without our agreement, it is strictly prohibited to distribute leaflets, flyers or any other such material outside the stands or in the areas around the halls (reception gallery, car parks and square).

15- OPERATED MACHINERY

All equipment presented in operation must be declared to the Organizer

These provisions are valid for all stands, including those in the open air.

All demonstrations will be carried out under the sole responsibility of the exhibitor and these must have been recognized as compliant by the Safety Commission.

When materials are presented in evolution, a protected area must be reserved so that the public cannot approach them within a minimum of one meter.

These provisions are valid for all stands, including those in the open air.

Rules decoration, architecture and animation	
<p style="text-align: center;">Construction Height / Recess</p> <p style="text-align: center;">Maximum height 6.00 m. All construction or decoration items above 3.00m must be positioned 1 m away from the neighbouring stands.</p>	
<p style="text-align: center;">Partitioning and Construction on Aisle Boundaries</p> <p style="text-align: center;">Maximum height 6.00 m. Each facade stand overlooking an aisles must respect a 50,00 % closing and with a maximum of 15,00 linear meters. The glass, curtains, adhesive... will not be accepted as an opening. The half-height partitions or barriers limiting access to public exhibition of materials are accepted in operation within a height of 1.10 m and in compliance with safety standards and evacuation.</p>	
<p style="text-align: center;">Overhead Sign / Lighting Bridge</p> <p style="text-align: center;">Maximum height 6.00 m. The climax of the sign or its support, as well as the truss light, do not have to exceed the 6,00 m height compared to the floor of the building. The sign must be integrated within the limits of the stand and respect a recess of 1,00 m from neighbouring stands.</p>	
	<p>The stages under halls are authorized only for the stands having a surface upper or equal to 200 sqm on the ground. They should not exceed 50% of the surface of the stand and are limited to 300 sqm. The structure of the stands with stage under halls (including descriptive on stands or lathe) should not exceed 6,00 m in height. Any stage must imperatively have 2,00 meter of withdrawal compared to the joint stands.</p>
	<p>The power radiated by the elements of animation (wiring for sound, video...) will not have to exceed 85dB(A) – value measured in a zone of 2,50 m around the stand and this without any exception, even of short duration.</p>
	<p>Lights with glares and gyrophares are forbidden. White lettering on green bottom is reserved for the exits. It is formally prohibited to lay out some installation that is in front of the RIA (net curtain, plants...) and this 24 h/24.</p>