



# Technical Provisions

## Scope

In order to allow any involved party a successful and safe course of their event, the Wissenschafts- und Kongresszentrum Darmstadt GmbH & Co. KG (hereinafter referred to as "WKD") has issued the following "Technical Provisions" for darmstadtium. These technical provisions are based upon legal and regulatory requirements; they present the minimum standards and are binding for all exhibitors. Compliance with these provisions will be checked upon by employees of darmstadtium, the organizer as well as authorized third parties. In the interests of the persons participating in an event, the implementing of a booth may be prohibited totally or in parts, if security deficiencies detected have not been cured by the time of the event's opening.

### 1. Assembly and Disassembly Works:

Any works regarding assembly and disassembly must only be performed within the scope granted by applicable work protection laws, industrial laws and laws on public meeting places. The exhibitor and the service firms authorized by it shall be responsible for complying with these regulations. The exhibitor and the service firms authorized by it have to secure that in the course of their assembly and disassembly works no mutual hazards involving other exhibitors and their service firms will occur. They have to appoint a coordinator, if necessary, who will coordinate their respective works. In case of violation of the legal provisions, discontinuation of the works may be ordered by the organizer, darmstadtium as well as by the competent authorities.

### 2. Areas of Movement for Fire Brigade:

The necessary access routes and areas of movement for the fire brigade are marked by the traffic sign „stopping restriction" and have to be kept clear at any time. Vehicles and items placed on the escape routes and security areas will be removed at the owner's costs and risk.

### 3. Security Equipment:

Fire detectors, water sticks, water plugs, fire extinguishers and control, smoke dampers, trigger points for openable vent equipment, smoke detectors, telephones, telephone splitters as well as the heating and ventilating system's apertures for supply and exit air, their sentinels and the green signs indicating the emergency exits have to be accessible and visible at any time; they must not be blocked up, covered or made unrecognizable in any other way.

### 3. a) Sprinkler System:

The WKD is fully equipped with a sprinkler system. The function of the sprinkler heads must not be hampered. Any fixtures, stored materials and stabled items have to be kept at a minimum distance of 50 cm from any sprinkler head. Booths and fixtures must not hamper the sprinkler protection and, therefore, have to be open at the head. It is not allowed to attach ceilings, tents, parasols, stage roofs or other horizontal items interfering with the sprinkler protection.

### 4. Exits and corridors inside the halls:

These are escape routes and have to be kept clear at any time. The doors situated on escape routes have to open easily at their full width from the inside. Exit routes, exit doors, emergency escapes as well as their signposting must not be blocked up, covered or rendered unrecognizable. At no time may corridors be narrowed by stabled items or by items extending into the corridor. In case of emergency, any corridor will serve as an escape route.

### 5. Area for Booth:

The area for the booth described in the booth confirmation will be marked by the organizer upon the exhibitor's request. The booths have to be erected on this base area. The exhibitor has to reckon with insignificant deviations as regards the booth's dimensions. These may result, among others, from different wall thicknesses of the partition walls. Piers, spurs, partition walls, junction boxes, fire extinguish equipment as well as other technical equipment form integral parts of the booth areas allocated. Therefore, the on-site measurement alone shall be valid for place, position, measurements and potential fixtures on the rented area. No claims may be raised against the organizer or against darmstadtium as a result of deviations from the booth confirmation.

### 6. Safety of Booth:

Exhibition booths including equipment and exhibits as well as advertising vehicles have to be erected in a stable manner so they will not present a danger to life and health or safety and order. The exhibitor is responsible for the booth's static safety; if need be, he is under the obligation to procure evidence. For more details on the booth safety, please turn to the State Regulations for Building and the Model Regulation for Places of Public Assembly, each as amended from time to time.

### 7. Exhibition Booths subject to Authorization and Special Constructions:

Any multiple-storey exhibition booths, mobile booths and special constructions have to be submitted to the organizer for approval. As a rule, a inspection and test book or verified calculations have to be submitted for such purpose.

### 8. Vehicles and Containers:

Inside the halls, too, are subject to authorization always. Vehicles powered by a combustion motor may only be exhibited inside the space with their tank containing no more than one litre of fuel at maximum. The battery has to be disconnected and in a particular case, upon the authority's request, the fuel tank has to be loaded with an inert gas (e.g. nitrogen or carbon dioxide) and locked. For special cases, further safety measures are reserved.

### 9. Materials for Booth Erection:

Materials which are easily inflammable or drip down while burning or form toxic gases must not be used for booth erection. Special requirements may be issued in a particular case for supporting structural parts due to safety reasons. The regulations "DIN 4102 (Fire Behaviour of Building Materials or Components)" or "EN 13501-1" have to be observed and complied with.

### 10. Carpets:

Carpets or other decoration materials placed directly on the hall floor by the leaser have to be applied in a manner which avoids any danger of sliding, tripping or falling for anybody. Carpets and other floor-coverings have to be laid in accident-proof manner and must not protrude the borders of the booth. Sticking marks, fixing of carpets and the like may only be applied using special adhesive foil meant for carpet laying and allowing residue-free removal. Self-adhesive carpet squares are prohibited. Any materials employed have to be removed residue-free. The same applies to substances like oil, greases, paint and the like. Painting the hall floors is not allowed.

### 11. Suspensions:

Due to safety reasons, suspensions in darmstadtium may be performed exclusively by authorized service partners of darmstadtium. The organizer has to announce necessary suspensions in due time prior to the event.

### 12. Glass and Acryl Glass:

Only laminated safety glass may be employed. Glass panels' have to be finished or protected so as to exclude any danger of injuries. Construction elements made completely from glass have to be marked at eye-level. In case of constructions made from glass, the requirements pursuant to the German "Technical Regulations regarding the Employment of Crash-Proof Vitrification (TRAV)" have to be complied with.

### 13. Exits from Built-Around Booths:

Booth areas with a base area exceeding 100 sq m or an confusing layout planning have to possess at least two separate exits/emergency exits/escape routes, which are situated across from one another. From each position in a booth area, the walking line to a hall corridor must not exceed 20 m.

### 14. Handrails/Protectors of Pedestals:

Generally accessible areas directly bordering onto areas situated more than 0.20 m deeper below, have to be protected by balustrades.

### 15. Nails, hooks, holes:

The inserting of bolts and anchors as well as the breaking and holes into floors, walls and ceilings is prohibited.

### 16. Electrical installations, Gas and Water Connections:

Due to safety reasons, connections to the existing grid may be carried out exclusively by authorized specialist firms familiar with the darmstadtium. Also for corresponding works inside the booth, the employment of the specialist firms authorized by the darmstadtium is recommended. The complete electrical equipment at the booth has to be executed pursuant to the latest safety regulations of the "Verband Deutscher Elektrotechniker (VDE)" [Federation of German Electricians]. Especially, the regulations "VDE 0100, 0128" and "IGE 60364-7-711" have to be observed.



#### 17. Decoration Materials:

Pursuant to "DIN 4102", decoration materials have to correspond at minimum to BI or at minimum to class C pursuant to "EN 13501-1", i.e. they have to be flame resistant. The characteristic "flame resistant" may be achieved later on only for a part of these materials by applying a flame resistant agent. The flame resistant agents have to be officially approved of. The confirmation of the flame resistance or the impregnation carried out according to instructions, respectively, has to be kept at the booth to be inspected at any time.

#### 18. Use of Balloons and Flying Objects:

The use of balloons and other flying objects filled with safety gas inside the halls and on the open-air exhibition ground requires the consent of darmstadtium.

#### 19. Trees and Plants:

Decorations made of attire employing natural plants may only be kept inside the rooms for as long as they are fresh. Bamboo, reed, hay, straw, bark mulch, peat, (fir) trees without root balls or other materials do not meet the aforementioned requirements (ignition hazard through tobacco products). The fire service may decide on exceptions.

#### 20. Containers for Refuse, Recyclable Fractions and Waste:

Inside the booths, no recyclable fractions or waste container made of inflammable materials may be positioned. Containers for recyclable fractions and waste in the booths have to be emptied out on a regular basis, each evening after closing of exhibition at the latest. If larger amounts of inflammable refuse accrue, these have to be disposed of several times a day.

#### 21. Empties, Packing:

Storage of empties, packing and packaging means of whatever kind inside the booth or outside the booth inside the halls is prohibited. Accrued empties, packing and packaging means have to be removed immediately.

#### 22. Ban on Smoking:

A smoking ban exists in all meeting rooms in the conference centre.

#### 23. Pyrotechnics:

Pyrotechnical shows have to be approved of by the competent authority and have to be announced to the organizer and to the darmstadtium.

#### 24. Laser Equipment:

The operation of certain laser equipment has to correspond to the regulations of the government safety organization and has to be announced to the competent authority. Such announcement has to be accompanied by the written appointment of a laser protection officer for operating the laser equipment. Moreover, the laser operation intended has to be announced to the organizer.

#### 25. Fog Machines:

The employment of fog machines requires the consent of darmstadtium in order to avoid any false alarm by the fire detector equipment.

#### 26. Hot Plates, Spot Lights, and Transformers:

As special protection measure, any heat-producing and heat-generating electrical devices have to be assembled upon a fire- and heat-proof, asbestos-free basis. Corresponding to their heat generation, a sufficiently large distance from inflammable materials has to be safeguarded. Luminaries must not be assembled to decorations or the like. At the end of the daily opening hours, please do not forget to switch off electrical cooking devices or other equipment which might cause dangers when operating uncontrolled.

#### 27. Advertising Means/Advertisement:

Unauthorized advertising measures outside an exhibitor's own booth (e.g. disbursement of prospects, attachment of billboards) are not permitted.

#### 28. Audio and Video Shows:

The operation of acoustic equipment as well as audio-visual presentations of any kind by the exhibitors require the consent of the organizer or of darmstadtium, respectively, and have to be submitted in writing. For musical presentations, the noise level must not exceed 60 dBA. In case of repeated non-compliance with these regulations, the power supply of the exhibitor's booth may be interrupted without regard to the breakdown of energy supply for the booth resulting from such measure. The exhibitor will not be entitled to any claims for damages regarding the indirect or direct damages caused by such disruption of power supply. The burden of proof for complying with the regulations shall be borne by the exhibitor.

#### 29. Musical Reproductions (GEMA):

Musical reproductions of whatever kind require pursuant to the law (copyrights laws) the approval of the "Society for Musical Performances and Mechanical Reproduction Rights (GEMA)". Musical reproductions not declared may result in claims for damages by GEMA.

#### 30. Potentially Explosive Materials/Ammunition:

Potentially explosive materials are subject to the German Explosives Act as amended from time to time and may not be used or exhibited at trade fairs and exhibitions.

#### 31. Squirt Pistols, Pyroxylin Varnishes:

The use of squirt pistols as well as the employment of pyroxylin varnishes is prohibited.

#### 32. Combustible Liquids and Combustible Gases:

These may neither used nor stored inside the booths. The use of gas burners of whatever kind is prohibited.

#### 33. Ethyl Alcohol and Mineral Oils (Fuel, Petroleum and the like):

These may not be employed for cooking, heating or operating purposes.

#### 34. Cut-Off Grinding Works, High Temperature Works and any Works with Open Flame:

Welding, cutting, brazing, grinding and grading as well as any other works using open flame or causing flying sparks are prohibited. In exceptional cases, darmstadtium may issue, upon written application accompanied by a description of the works to be performed, a permit for hot works bearing special safety requirements (permit for works presenting a fire hazard).

#### 35. CE- Labelling of Products:

Products which do not possess a CE-Certificate of Conformity and do not meet the requirements pursuant to sect. 4 sub sections 1 or 2 of the „Act on Technical Equipment and Consumer Products (GPSG)“ may only be exhibited with a visible tag clearly indicating the fact that these products do not meet the requirements described before and may be purchased within the European Union only after the corresponding conformity has been achieved. In case of a demonstration the necessary precautions for anybody's safety have to be observed.

#### 36. Modification of Booth Constructions not according to Regulations/ Special Constructions:

Constructional systems, equipment, fixtures und decorations (materials) inserted in darmstadtium which are not approved of, do not correspond to these provisions or to the „MVStättV“ are not permitted for erection in the place of public assembly and have to be removed or modified, if need be, at the exhibitor's expense. The same applies in case of an execution by substitution performed by the organizer. The partial or complete closure of a booth may be ordered for important cause, especially in case of significant safety concerns.

#### 37. Disassembly of the Exhibition Booth:

After disassembling, the initial state of the exhibition areas has to be restored. The exhibitor shall be liable for any damages to ceilings, walls and the floor and installation equipment. Adhesive strips have to be removed residue-free. Damages caused by exhibitors or their authorized persons to darmstadtium, or its attachments including its outdoor facilities have to be reported to darmstadtium in any case.

#### 38. Refuse Disposal/Waste Separation:

Unless the exhibitor assigns the disposal to the organizer or to darmstadtium, it has to perform such disposal at its own responsibility and costs. During the event, packaging materials and waste must not be kept inside darmstadtium.