Please note that the general information and the technical regulations published in this document are an integral part of the General Regulations accepted by the participant when the participation application is submitted.

1. ORGANISATION
Ferrara Fiere s.r.l. is the owner of the event brand “REMTECH – Remediation Technologies Exhibition”, which will take place in the Ferrara exhibition centre from Wednesday 23rd to Friday 25th September 2015 at the following time: 9.00/18.30. The Organisation Office is Ferrara Fiere s.r.l.

2. GENERAL PROVISIONS

2A. DELIVERY OF STANDS
The dates for the preparation of the stands are the follows: Thursday 17th, Friday 18th, Monday 21st, Tuesday 22nd of September 2015 from 8.00 a.m. to 6.00 p.m. Any extensions to the times must be requested directly at the Exhibition Centre at the Technical Office by filling in the relevant form “Time Extension Request”, by 16.00 on each set-up day. There will be a fee of €100.00 + VAT for each extra hour requested and no access will be allowed after 22.00. Any requests for early entry must be made by 30/06/2015; there is a fee for this service. The cost will be agreed directly with the FERRARA FIERE CONGRESSI Technical Office.

All the stands must be finished by 6.00 p.m. on the day before the opening of the event (22/09/2015 by 6.00 p.m.).

2B. RETURN OF STANDS
At the end of the event the exhibitors must remove the products and materials installed as follows: from 6.30 p.m. to 8.00 p.m. on 25th of September only for small objects (ON THAT DAY IT IS ABSOLUTELY FORBIDDEN TO TRANSIT WITH HEAVY VEHICLES IN THE EXHIBITION CENTRE) and from 8.00 to 18.00 on 28th and 29th September 2014, after obtaining an exit voucher from the Organisations Office and FERRARA FIERE. Warning! For safety and organisational reasons exhibitors must not start dismantling the stands before 18.30 on 25th September 2014. Please also see the list in the participation application and relative General Regulations.

2C. ACCESS, STOPPING AND PARKING VEHICLES
The access to the pitches inside the fence will only be allowed, through the enabled vehicle entrances, for vehicles and people with the relevant authorisation. Stopping and parking vehicles inside the fence of the exhibition centre will only be allowed in the marked spaces (by showing the relevant access document) and not after the closing time of the Exhibition Centre.

Stopping and parking are forbidden in front of the main entrances, emergency exits, stopping areas and fire engine attachments and in the area between the exhibition building and the yellow line on the asphalted foreground around the edge of the building, as well as in any other marked areas. In the event of failure to observe the above provisions, which the Exhibiter must also communicate to its staff, collaborators and stand fitters, Ferrara Fiere can move the vehicle out of the Exhibition Centre, at the risk and expense of its owner and the person authorised to access the Exhibition Centre. Ferrara Fiere and the Organiser are held harmless from any responsibility for the safekeeping of the vehicle and will not be responsible for damage or theft of any kind.

2D. THEFTS, FIRES, DAMAGE, CIVIL LIABILITY AND RELATIVE INSURANCE

2D1. SURVEILLANCE AGAINST THEFTS – LIABILITY AND INSURANCE, THEFTS, FIRES AND DAMAGE.
During the opening times of the pavilions, the Exhibitor must watch its own stand either directly or through its own staff. Although Ferrara Fiere provides a general surveillance service inside the Exhibition Centre for the entire duration of the event and for all the days when the stands are being set up and dismantled during the times when the Exhibition Centre is closed to the public and to the exhibitors, it is held harmless from any liability relating to thefts and/or damage that may occur at the expense of the Exhibitor. Compensation for damage due to theft or damage that may occur at the expense of the Exhibitor only outside the opening times of the pavilions (including the set up and dismantling days) will be exclusively provided through a suitable insurance policy that the Exhibitor is obliged to take out, taking responsibility for any excesses or exclusions from the insurance coverage agreed with the Insurance company. The Exhibitor is also obliged to take out suitable insurance coverage against all other risks, including those associated with fire and damage due to infiltration of rain water or piped water. All of the above insurance coverage must be taken out with a primary insurance company at the responsibility and expense of the Exhibitor; it must be in place for the entire duration that the Exhibitor and its goods stays in the Ferrara Exhibition Centre and must contain the insurance company’s waiver of recourse or requests for compensation from any liable third parties. If requested, the Exhibitor must take a copy of the policy to the Ferrara Fiera offices.

2D2. COMPULSORY CIVIL LIABILITY INSURANCE.
Please see the list in the participation application and relative General Regulations.

3. SETTING UP AND PROHIBITIONS

3A. SETTING UP THE STANDS
The Exhibitor must keep all the parts of its stand inside the surface area assigned to it, the boundary of which is marked out in situ with sticky tape and indicated by a dotted line on the official stand confirmation plan. The Exhibitor is obliged not to exhibit any products or any other material in the communal corridors and not to alter
the basic set up outside the stand. The fascia lettering will show the Company’s name and the location of its stand, which will be carried out by the Office in the same font for all the exhibitors in a in a pre-spaced adhesive applied on the bands outside the stand. The writing will be what each Company confirmed in the specific space set aside on the “Official Catalogue Data Entering” form, when the Participation Application is sent.

Before proceeding with the set up, the Exhibitor is obliged to identify the exact location of the surface area assigned to it, checking the position marked in situ. Inside the pavilions the stands must not, in general, exceed the maximum standard height of 2.50 m. Only stands that occupy a whole island and do not have boundaries may exceed 300 cm, following confirmation from the Office Technical Department. All responsibilities relating to the statics of the set ups is the exclusive responsibility of the exhibitor, who will hold Ferrara Fiere and the Organiser harmless from any damage that may occur due to planning or construction defects.

Exhibitors who have booked a pre-equipped stand will be able to use the facilities indicated in the Participation Application. The quantities indicated refer to the measurements indicated and may not be inverted or replaced with each other except upon payment. Any extra provisions, listed on the “Accessory Furnishings” form can be booked if necessary by filling in the latter form by 30th June 2014.

3B. PROHIBITIONS
In particular, exhibitors must not:
- Occupy the passageways with any type of material and/or equipment;
- Make any excavations or modifications to the layout of the exhibition areas;
- Move and/or shift even partially the pre-equipped structures provided by Ferrara Fiere, without specific written authorisation;
- Modify/handle the electric systems provided by Ferrara Fiere and/or shift the individual components or make any direct connections to such circuits. Any modifications that may be necessary must be carried out, after being requested through the relevant form, by the Exhibition Centre staff. Failure to observe such prohibitions will lead to the annulment of the certifications of conformity and the electricity supply being cut off;
- Bring into the exhibition centre any explosive, detonating, asphyxiating or inflammable materials or any dangerous materials in general without the necessary authorisations from the relevant authorities and any prior authorisation from Ferrara Fiere;
- Cause any bother or nuisance, of any kind, to the regular conduct of the events, under penalty of immediate exclusion from the Exhibition Centre;
- Dispose of corrosive water for metals and concrete, solidifying substances, malodorous waters, dyes;
- Apply loads to the pavilion structures, the walls, the piling lights, light sources, etc…
- Attach or hang to the aforementioned components posters, cables, panels or sticky banners;
- Attach or hang posters, pictures or modify in any way outside the stand, the fitting structures, in particular display stands or bands around the edge of the stand;
- Exhibit products in the communal passageways;
- Spread on the floor of the pavilions oil, petrol or solvent chemical products which can cause damage to the floor;
- For fixing carpets or similar materials to the floor it is absolutely forbidden to use strong adherience double-sided tape with an internal paper support or of poor consistency that leave sticky traces on the floor when it is removed;
- Damage Ferrara Fiere equipment and its pavilion structures; in particular, it is forbidden to plant any nails, drive staples, smear paint, glue or sticky tape, drag heavy boxes or anything else along the floors or transit in the pavilions in vehicles without rubber wheels;
- Overload the floor of the exhibition pavilions with a distributed load greater than 1,000 Kg/m². In the event of concentrated loads, the Exhibitor is obliged to use (at its own responsibility and expense) all suitable devices for spreading the load across the floor so that the above limit is not exceeded at any point;
- Access the inside of the pavilions in vehicles with an overall weight when fully loaded of over 12,000 kg;
- Transit in vehicles, forklift trucks or other means of transport on any ceramic tiled floors in the hall or in the passageways between the pavilions;
- Discharge waste water without the use of special discharge pipes to be connected directly to the sewer network. It is absolutely forbidden to dispose of corrosive water for metals and concrete, solidifying substances or malodorous waters;
- Make any excavations or modifications in the exhibition areas;
- Make any direct connections either personally or through third parties not authorised by Ferrara Fiere to the utilities (water, electricity, telephone);
- Tamper with the seals or locks on the electric power supply boxes;
- Do any jobs of any kind that cause variations to the state of Ferrara Fiere buildings or mobile material;
- Abandon in the Exhibition Centre at the end of the event part of the stand fittings, such as packaging, carpets or remains of any kind, including double-sided tape. Should the stand not be dismantled by the above deadline, the compulsory dismantling of the remains of the stand will be carried out, such as the waste material to be sent to the public rubbish dump and the Exhibitor must reimburse all the direct and indirect costs sustained for clearing, as well as a penalty of € 260.00 notwithstanding any reimbursements for greater damage (General Regulations Art.9). Operate machinery of any kind that can cause noise, or radios, videos or recorders that can cause disturbance or sound pollution;
- Carry out any shows or entertainment of any kind or characteristic, even if it is limited to the inside of the stands and used for the presentation of the products,
without prior authorisation from Ferrara Fiere. For any violations of the prohibitions stated in these Technical Regulations, Ferrara Fiere has the right to consider the legal relationship with the Exhibitor terminated, as well as to exclude the Exhibitor from the event without the latter having any rights for reimbursement and/or compensation, notwithstanding Ferrara Fiere’s right to compensation for further damage. Violations of the prohibitions or lack of respect for the obligations will be contested by the “Ferrara Fiere Safety and Control Service” in writing and may lead to appropriate economic sanctions. Ferrara Fiere reserves the right not to allow access to anyone who is unauthorised and/or without the personal protection devices considered compulsory (e.g. helmets and protective footwear during the set up and dismantling operations, as provided for by Legislative Decree 626/94 and subsequent modifications and integrations) or to request that they leave the Exhibition Centre. For this purpose, the employer must provide its workers with appropriate and suitable equipment for health and safety at work. For work to be carried out at a height, the suitable equipment to be used is access platforms, scaffolding and overhead platforms, which must respect the following specifications. Remember that ladders can only be used for short inspections and interventions. The main prevention measurements for stand fitting work are:

**Ladders**
1. Must be used by only one person at a time;
2. Must not be placed over doors or near to them or in passageways;
3. Must not be rested on mobile, instable or fragile parts, electric wires or any elements that could be dangerous.

**Access platforms**
1. Must be supplied and assembled as stated in legislation in force;
2. During their assembly and use, workers must be attached with a safety belt;
3. During use the stabilisers must be used and the wheels blocked.

The use of unsuitable equipment means the violation of art. 35 of Legislative Decree 626/94 which leads to arrest from 3 to 6 months or a fine of € 1,000.00 – 4,500.00.

4. **GENERAL SERVICES**

4A. **TECHNICAL ASSISTANCE FOR EXHIBITORS**

Through the Event Office Technical Department, the Organiser is at the Exhibitors’ disposal for the supply of all the technical information on the general services provided in the Exhibition Centre. The services indicated below may be requested from the Official Suppliers using the attached forms: stand cleaning, movement of goods, telephone and internet, technological apparatus. It is specified that should Exhibitors not make use of “their own or hired equipment for their own service” the transport, storage, loading-unloading goods and porter services inside the Exhibition Centre are exclusively organised by Ferrara Fiere and/or the Ferrara Fiere Official carrier. For bringing any goods of foreign origin into the Exhibition Centre to be exhibited as samples, Exhibitors must inform Ferrara Fiere to that effect. The Organisations Office and the technical staff present in the Exhibition area do not supply material of any kind for the fitting/dismantling operations. During the fitting operations qualified staff from the Technical Department and the Office will be present in the Exhibition Centre to provide information and supervise the work. Should the stand be positioned incorrectly or outside the assigned area, indicated in the plan sent to the Exhibitor, during fitting, the Technical Department can, with its own equipment and without accepting any liability, move all the material and charge all the expenses and any damage caused to the Exhibitor; it may also ask for the movement operation to be carried out by the Exhibitor itself.

4B. **RESPONSIBILITY FOR THE SERVICES**

Ferrara Fiere disciplines and/or organises only some of the services referred to in chapter 4, therefore Ferrara Fiere and the Organiser decline all personal responsibility for their implementation, notwithstanding those directly managed. Any complaints must be sent in writing straight to the companies providing the services and only in copy to the Ferrara Fiere Management.

5. **TECHNICAL SERVICES**

Within the limits of the systems available, Ferrara Fiere can provide electric energy and water for the individual stands, as well as allowing connection of the stands to the Telecom telephone network. The electric systems are assembled by Ferrara Fiere in equipped stands or can be carried out independently by the Exhibitor itself, upon request, with the relative costs to be borne by the latter.

5A. **PROVISION OF ELECTRIC ENERGY FOR ANYONE WITH AN EQUIPPED AREA**

Exhibitors who have booked an equipped area make use of the electric system provided by the official fitter: spot lights and sockets, according to the quantities indicated in the “basic provisions” table, which must be booked through the Organisations Office Technical Department with the relative “order confirmation” attached. 150 watt spot lights are fixed on busways attached to the bands towards the passageways or the walls of the stand. The visible PVC drop lines of the electric sockets (220 V) will be fixed to the ground, next to the black metal pillar. The absorption power of each socket is 1000 W. Please note that the cost of connection, testing and energy consumption up to 2 kW is included in the registration fee and for higher consumptions the “Extra Supplies” form must be filled in, which can be downloaded from the event website. The total consumption considers spot lights, electric sockets and illuminated display cases.

Exhibitors who have booked an equipped area can also choose not to accept the basic supply and make their own personalised system; in this case the Exhibitor must hire an electric panel if it does not have its own, and pay
for any consumption that exceeds the 2kW limit by filling in the order confirmation and sending form 1-A "Extra Supplies", which indicates the relative prices, by 30th June 2015 at the latest.

5B. PROVISION OF ELECTRIC ENERGY FOR ANYONE WITH A BARE STAND

The provision of electric energy must be requested from the Organisations Office Technical Department by sending the relevant form 1-B "Extra Supplies", which indicates the relative prices, by 30th June 2015 at the latest; the request will be binding to all effects for the participant. Should the request be sent late, Ferrara Fiere cannot be held responsible for providing the services requested. Ferrara Fiere reserves the right to update the prices indicated due to any variations resolved by the C.I.P or the service providers.

The Exhibitor must deliver to Ferrara Fiere the "Declaration of Conformity of the System to Standards in Force" before the start of the event, duly filled in and signed. Exhibitors who have booked a bare area can also ask for an electric system to be installed by Ferrara Fiere by filling in the form "Extra Supplies" with the relative costs relative to attachment, consumption, electric panel and relative light fixtures; in this case it will not be necessary to fill in the electric system conformity form, which will already be up to standard according to the regulations in force in the Exhibition Centre.

- Supply Conditions:
The power supply of the systems is carried out with energy at 50 Hz (± 2%) and three-phase voltage 380 Volt or monophase 220 Volt (±10%) with earth and neutral protection lines.

All the electric installations inside the stand, including the power supply lines for attachment to the Ferrara Fiere systems, are at the total expense of the Exhibitor, who must implement them up to standard according to legislation in force. In particular, the systems must be carried out scrupulously observing:
- Presidential Decree no. 547 (27/4/55)
- the CEI regulations (law 186 of 1/3/68) with particular attention to:
  - 64.8 Standards for electric systems for users at nominal voltage of no more than 1000 V (+ variants)
  - 64.10 Electric systems in public places for shows and entertainment

For implementing the electric systems, the Exhibitor undertakes to make use of qualified companies or its own specialist staff.

Once the internal system has been carried out according to the above standards, the Exhibitor must ask the authorised electrician to attach it to the lines provided by Ferrara Fiere.

It is compulsory to book the electric connection and consumption always also indicating the necessary voltage in the form "Extra Supplies" which can be downloaded from the event website.

It is absolutely forbidden for exhibitors to make their own connection or to tamper with the Ferrara Fiere systems; otherwise the Exhibitor will be held responsible for any malfunctions or damage due to connections made by unauthorised staff, as well as legal sanctions. Should the Exhibitor not have its own electric panel available, it can hire one by filling in the relevant form "Extra Supplies".

The Exhibitor undertakes to protect its own system by installing a suitable high sensitivity thermal magnetic circuit breaker even if there is already a circuit breaker on the power supply line provided by Ferrara Fiere on the stand. The Exhibitor is also obliged to check the voltage of the power supply network personally when the connection of its system or equipment is made, holding Ferrara Fiere and the official supplier company harmless from any liability for damage that could be caused to people or things due to lack of control of the power supply voltages or any other cause. All the electrically operated equipment must have the regulatory “earthing” particularly those that generate electrostatic charge. Should the required power be higher than that provided by the existing systems, Ferrara Fiere can, at its own discretion, judge or limit the power to within the limits of the systems’ capacity, or proceed to reinforce its systems through temporary lines.

In this event the reinforcement lines will be provided for by Ferrara Fiere, but all the relative costs will be charged to the interested exhibiting companies.

The provision of electric energy for lighting, driving force and any other uses will normally be interrupted immediately at the end of the exhibition, notwithstanding extension concessions for justified reasons, to be requested in writing.

The consumption of electric energy will be charged for based on the installed power and the prices quoted, which are valid for the use of the installed power for the entire duration and opening times of the Exhibition. The evaluation of the installed power will be made by adding together all the individual powers of the appliances installed, regardless of the fact that the Exhibitor may make less use of them.

Should an electric socket serve a number of appliances (never at the same time), the evaluation of the installed power must be carried out for the appliance with the highest power.

Ferrara Fiere may either partly or fully satisfy the requirements according to the "Extra Supplies" form filled in, exclusively within the limits of its own availability. The aforementioned conditions also apply to stands located in external areas. In this case the branch from the socket point provided by Ferrara Fiere must be carried out at the responsibility and cost of the Exhibitor.

- Below is a list of the main indications to be adhered to in the planning and implementation of electric systems:
  - Switches.
  - Upstream from the switch provided by Ferrara Fiere, an omnipolar thermal magnetic circuit breaker must be installed with a capacity in the region of the power used.
and with differential calibration of 30 mA (0.03 A). Circuit breakers with differential calibration of 300 mA will only be allowed for electric machinery as long as they are powered by a separate electric line. Upstream from the thermal magnetic circuit breaker there must be as many automatic thermal magnetic circuit breakers as the number of distribution lines in the output. Each circuit breaker must protect the weakest appliance or the conductor with the smallest section. The circuit breakers must be located on the wall or fixed at a height of no less than 0.50 m from the ground.

-Lines and cables.

Cables must have sections in proportion to the load. Indicatively if the lines have a section of 2.5-4-6 mm², the capacity of the switches must be 10, 16 and 25 A respectively. The electric distribution systems must be carried out with fire retardant cables (such as FG5R/4-RG5R4-NIUW-NIWR); such cables must have the CEI 20-22 mark on them.

Cables insulated with PVC sheaths are allowed (such as HO7V-R, A07WF, RR2 R/4) or cables insulated with rubber (such as H07 RN-F, RG5R/4) as long as the necessary protections are adopted to prevent the spread of fire (heavy PVC pipes or cable trays). The use of cables with fire retardant sheaths is compulsory in areas where the risk is higher and in particular under platforms, in air spaces and on false ceilings. Cables up to 2.50 m from the ground must be protected against mechanical damage and against contact voltages. The maximum power of each lighting circuit must be no greater than 2500 W. Upon request the documentation of the manufacturer must be shown certifying that the cables are of the types listed above or, if they are foreign, a type with equivalent electric, mechanical and fire retardant properties.

-Joins.

All the joins in the cables must be carried out with terminals closed inside boxes with total insulation. Connections of the earth conductors must be carried out with wire terminals or must be guaranteed against loosening and be proportioned in such a way that their overheating due to the passage of earth current is no greater than that of the relative phase conductor.

-Sockets and plugs.

Sockets and plugs must have an earth protection conductor and guarantee inaccessibility to the live parts. The use of shielded sockets protected individually with a suitable circuit breaker is allowed.

Plug branches for powering machines and appliances with higher power than 1000 W must be equipped with circuit breakers and protection valves in all phases except neutral, just upstream from the sockets themselves. Multiple sockets are not allowed. Electric sockets must be fixed at a height of no less than 20 cm from the ground.

-Accessibility of energy supply points.

The energy supply points (panels and manholes) must be easily accessible and easy to inspect and must be free from any obstructions in order to allow the relevant staff to check them and carry out the connection. All the electric panels, cabinets containing line disconnect switches and manholes for access to the thermal magnetic circuit breakers must also be accessible and easy to inspect.

-Earthing.

All the fixed equipment in the stand requiring electric power, except for any with double insulation, all the sockets and all the metal structures must be connected to earth using a yellow/green protection conductor and carried out with special bolted wire terminals, clamps or terminals.

-Spot lights.

All light sources, in particular those with halogen light bulbs, must be located in a position that is not accessible to people and in any case far from combustible materials. Halogen spot lights must be protected by a fall protection device. The connection of the Exhibitors' systems to the general network can only be carried out by staff from the company employed by Ferrara Fiere for the electric systems.

5C. WATER SUPPLY

- Supply Conditions.

Ferrara Fiere may allow connection to the water network, at its own discretion. All the installation connection costs from the distribution network to the stand will be fully borne by the Exhibitor who must use the official Ferrara Fiere supplier for the installation of such systems. The above conditions also apply for the discharge of waste water.

The supply is available in the exhibition areas with general systems. The distribution of water, if available, must be requested by using the relevant "Extra Supplies" form.

-Installation of the water system and its use.

The exhibitor must use first choice materials and equipment and the systems must be designed and created according to the standards in force. The exhibitor will hold Ferrara Fiere harmless from any responsibility. The connections to the water taps must only be carried out by staff from the company employed by Ferrara Fiere.

-Prices

Consumption is to be considered already included in the right to connect to the network with a ½” tap inside the exhibition pavilions whereas for the external areas the price is to be fixed.

5D. TELEPHONE SERVICE

- Supply Conditions.

The request to use the telephone service must be sent straight to Telecom Italia S.p.A. with whom the relative agreements will be made (request to Telecom Italia S.p.A.). The request must be sent by fax to: Telecom Italia S.p.A. - DTCB/CN-SC Bologna - fax 800-636763. Ferrara Fiere and Telecom are not responsible for any malfunctions caused by faults at the telephone exchange.
6. SAFETY AT WORK

6A. GENERAL INFORMATION

Exhibitors are obliged to observe the provisions in force on safety at work and in particular the provisions of Legislative Decree no. 626/94 and Legislative Decree 242/96.

For technical interventions inside the Exhibition Centre it is compulsory to:

- Rigorously respect the accident prevention regulations set out by Italian law (Presidential Decree 547/55, 303/56 etc.) and in particular the provisions of Legislative Decree 626/94 and subsequent modifications and integrations;
- Always exhibit and keep visible the photo card/badge showing the worker’s general information and an indication of the employer company as set down by law no. 248/2006 and 123/2007;
- Provide all the staff with personal protection equipment in order to guarantee their safety. In particular, during the stand fitting and dismantling operations, anyone who enters the affected area of the exhibition centre must wear a helmet;
- All the vehicles and equipment used in the exhibition centre must be suitable for their respective use, with all the safety requirements stated in the legislation in force and used by appropriately trained and informed staff.

6B. PROBLEMS CONNECTED WITH WORK IN THE EXHIBITION CENTRE

6B1. SPECIFIC TECHNICAL ASPECTS.

- The Ferrara Exhibition Centre has a strong presence of underground utility systems, therefore it is forbidden to make any excavations, drive in nails or to cause any particular strain on the floors with loads, vibrations, etc.
- Exhibitors must not connect to the systems independently. With regard to the electric systems, during fitting and dismantling operations, only the service sockets can be used within the power limits indicated herein. When using them, particular attention must be paid to the positioning of any extension leads that must not cause hindrance in the Exhibition Centre and must be suitably protected, or when using multiple sockets which must guarantee the impossibility of coming into contact with live parts, without the use of special equipment and with respect for the accident prevention regulations. During fitting, care must be taken to check that the electric system has been unplugged.
- Loads must not be applied to raised structures or floors.
- It is forbidden to access the inside of the pavilions with any means of transport except electric forklift trucks or with vehicles with catalytic exhausts.
- It is forbidden to lift the covering slabs of underground passages or manholes inside or outside.
- It is forbidden to bring into the Exhibition Centre explosive, detonating, asphyxiating or any dangerous materials in general or to light fires without the stated precautions and the necessary authorisations from the relevant authorities, or to bring or use compressed gas or liquefied gas cylinders.
- It is forbidden to leave machinery or motor vehicles on display with tanks full of fuel.

6B2. ASPECTS CONNECTED WITH THE SIMULTANEOUS PRESENCE OF NUMEROUS OPERATORS

Given the probable simultaneous presence of numerous operators in the same work environment each company must take care not to carry out any work that may constitute a danger for others. In particular:

- The work being carried out must not occupy areas outside the stand and should this be impossible for justified technical requirements, the escape routes must be guaranteed and a Company that is using the areas outside its stand must check that it does not constitute a danger for the workers of other companies;
- It is forbidden to accumulate waste material from combustible applications: as the waste material is produced, the Company must make sure it is moved away.
- The work of each Company must not constitute a danger for the other workers.
- With regard to the use of motor vehicles or forklift trucks inside the Exhibition Centre, the companies must scrupulously follow the instructions and prohibitions contained herein.
- The speed must always be less than 5 km/hour in the pavilions.
- If vehicles are stopped for a long time the engine must be switched off.
- It is compulsory only to park in the designated places and, above all, the emergency routes and passageways must not be blocked.
- It is forbidden to obstruct the emergency exit routes by parking a vehicle in the way.
- It is forbidden to abandon tools or dangerous equipment unsupervised due to the risk of someone coming into contact with them. Therefore, all tools that need to be left unsupervised on Exhibitors’ stands for special requirements must be disabled so that they cannot be operated.
- The emission of fumes, dust and noise is only allowed within the limits of the levels set out by legislation in force. If numerous operators are present simultaneously, companies must remember that supplying their own staff with personal protection equipment in order to respect the legal terms relating to the emissions of dust and noise, may not constitute certainty of full respect for legislation due to the presence of operators from other companies. When creating their stands, exhibiting companies must consider that they are carried out in the presence of the public and with this in mind they must design solutions which, with respect for legislation in force, ensure the safety of the public and the exhibitors.
7. FIRE PREVENTION
Exhibitors must observe fire prevention legislation for public entertainment locations. All the material to be used for fitting the stands (partition walls, floors, various structures, platforms, cladding, textiles, ceiling panels, curtains, carpets, etc.) must be INCOMBUSTIBLE, FLAME RETARDANT or FIREPROOFED (in accordance with the legislation below and subsequent modifications and integrations) Ministerial Memorandum no. 12 of 17/5/80, Ministerial Memorandum 6/7/83 Official Gazette of the Italian Republic no. 201 of 23/7/83, Ministerial Decree 2/6/84, Official Gazette of the Italian Republic no. 234 of 25/8/84, Official Gazette of the Italian Republic no. 246 of 6/9/84. The following instructions and prohibitions must also be observed:
7A. INSTRUCTIONS AND PROHIBITIONS:
Exhibitors must use fitting materials according to the legislation in force on fire prevention and accept full civil and criminal liability for any damage caused by failure to observe, or violation of, the relevant legislation. All Exhibitors must install a suitable fire extinguisher on their stands, in an easily visible and accessible position and train their staff present on the stand on the correct use of it. In order to ensure maximum efficiency of the overall safety conditions in the Exhibition Centre, exhibitors must observe, and ensure that their stand fitters also observe, the fire prevention legislation. Each exhibitor must deliver to Ferrara Fiere before the event a copy of the classification and fireproofing certificates of the materials used on the stand.
7B. GENERAL CODE OF CONDUCT IN CASE OF EMERGENCY.
During events firefighters are always present in the Exhibition Centre. Anyone who discovers a fire, WITHOUT GENERATING PANIC, must inform the people nearby, the supervisory staff or the porters, or the firefighters (present in the Exhibition Centre during events). If trained the person must try to put out the fire using the equipment available (extinguishers, hydrants). The evacuation of the Exhibition Centre will be ordered using a sound diffusion system or the megaphone. People must try to behave responsibly, prevent the onset of panic also among visitors, make their way towards the exits in an orderly manner without causing an obstacle for the firefighters and provide help for anyone with difficulty walking or who may be having a panic attack or be taken ill. The lifts must not be used.
7C. APPROVAL OF PERSONALISED DESIGNS
It is compulsory to send the following documents to the Ferrara Fiere Technical Department by 30th June 2015 for approval: executive design of personalised fitting at the Exhibitor’s own responsibility and cost with an indication of colours, heights and materials used (plans, views and sections) as a hard copy or digital (jpg or pdf), complete with the graphic communication part with logos, brands, etc.
7D. LIABILITY
Exhibitors are fully liable for any fires and any damage caused due to failure to observe relevant legislation and the aforementioned instructions and prohibitions, also holding Ferrara Fiere harmless from any requests for compensation for damage from third parties.
Failure to observe the regulations in this document and other relevant ones, listed in the Technical Regulations, gives Ferrara Fiere the right to take precautionary measures against any Exhibitor with an unsatisfactory fire prevention situation, which may lead, should additional measures be adopted for the general safety conditions, to the Exhibitor being charged for the corresponding expenses which are estimated to be no less than € 500.00 for each 16 m² stand, or the order for partial or total demolition of the stand and the declaration of non-compliance with safety standards of the stand itself. Failure to observe the safety standards may lead to the Exhibitor being reported to the judicial authorities.

8. ACCIDENT PREVENTION AND SAFETY STANDARDS
With regard to the standards to be observed and the presentation of prefabricated structures (scaffolding, cranes, machinery exhibited in movement, etc.) please see the General Regulations which are an integral part of the participation application.

9. SPECIAL SERVICES
9A. SOUND TRANSMISSION, S.I.A.E. (ITALIAN COPYRIGHT SOCIETY) PAYMENTS
Exhibitors are allowed to use equipment for playing music and sounds. However, Exhibitors must use the equipment in such a way as not to cause disturbance to the other exhibitors and visitors, with particular attention to the sound pollution standards and to fulfil, at their own responsibility and cost, the requirements of the copyright laws by contacting the S.I.A.E. (Via Padova 12 - Ferrara, tel. 0532 207625).

10. SPECIAL PROVISIONS
10A. BAR SERVICE OR REFRESHMENTS ON THE STANDS.
For safety and fire prevention, as well as hygiene, reasons, exhibiting companies must not organise restaurants or the installation of any cooking services, for food, on their stands, whether they are intended for cooking fresh food or heating up pre-cooked or partially pre-cooked dishes. Any bar or catering service is only allowed inside the exhibition stands, whether they are intended for cooking fresh food or heating up pre-cooked or partially pre-cooked dishes. Any bar or catering service is only allowed inside the exhibition stands, whether they are intended for cooking fresh food or heating up pre-cooked or partially pre-cooked dishes.

Ferrara Fiere Congressi s.r.l.
Via della Fiera, 11 – 44124 Ferrara
Tel. 0532900713 – fax 0532976997 - info@ferrarafiere.it – www.ferrarafiere.it
Società soggetta ad attività di direzione e coordinamento da parte di Bologna Fiere S.p.A.
Capitale sociale Euro 156.000 interamente versato
C.F. – P. IVA e Reg. Imp. 01350170385 REA 150140
the stand in a position that is not directly visible from the passageways and, in any case, not directly accessible by third party visitors. Ferrara Fiere and the Organiser decline any responsibility with regard to the exercise of the above provisions.

10B. ACCESS WITH BAGS AND SUITCASES.
Ferrara Fiere will have the right to prevent access to the Exhibition Centre, or to the individual pavilions, with bags, suitcases or other containers, instructing them to be left in the cloakroom.

10C. ACCESS WITH DOGS AND ANIMALS.
It is forbidden to bring dogs or animals of any kind into the Exhibition Centre, with the exception of guide dogs for disabled people.

10D. PROHIBITION TO TAKE PHOTOGRAPHS OR TO FILM.
It is absolutely forbidden to access the Exhibition Centre with photo cameras, video cameras or video recorders or any other kind of filming equipment without prior authorisation from the Organisations Office, and it is forbidden to take photographs of or film anything inside the Exhibition Centre, the stands or the goods exhibited without prior consent from the Organisations Office, Ferrara Fiere and the owner of the stand.

11. SPECIAL PROHIBITIONS
It is absolutely forbidden to promote offers, to beg or to ask for donations for institutions of any kind, to carry out religious, political, trade union or placement activities, or distribute advertising material in any form, or any other kind of activity, inside the Exhibition Centre and in the road areas pertaining to it. The distribution of advertising material is only allowed inside the stand.

12. RIGHT TO INTEGRATE, DEPART FROM AND MODIFY THESE REGULATIONS
- Ferrara Fiere has the right to integrate, modify and cancel the previous provisions and to depart from them, providing notification as such by the means considered to be most suitable.
- Any statutory or regulatory provision that may modify the standards of these regulations will automatically be considered applicable with immediate effect, even if the regulations have not been modified or varied on such points.
- Ferrara Fiere has the right to adopt at any time the measures that it considers most appropriate and that the Exhibitor must immediately apply relating to times, fire prevention, work hygiene, accident and damage prevention and safety of the participants and visitors. The latter measures can be brought to the Exhibitors’ attention by whatever means, including verbally, and will prevail over the general provisions previously adopted.