

EXHIBITORS' OBLIGATIONS

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Exhibitors must strictly comply with the provisions of the safety regulations and the specific rules applicable to the event, as set out in the Specifications File sent to exhibitors by the organiser.

The installation of fixtures and fittings must be completed before the Acceptance audit is made by the Safety Officer (in the case of a standard event configuration) or by the Departmental Safety Commission (in the case of a non-standard configuration). Exhibitors must take all necessary steps to ensure that the fixtures and fittings can be examined in detail during the Acceptance audit.

The exhibitors or their designated representative must be present during the Acceptance audit. They must provide the Safety Officer or the members of the Departmental Safety Commission with all requisite information concerning the installations and the materials used on their stand, except for fixtures/fittings that have acknowledged quality certification.

Exhibitors must send their applications for special authorisations or specific declarations to the Safety Officer or the Prefect of the *Département*, within the deadlines specified in sections 1.1 to 1.3.

STAND OUTFITTING/LAYOUT

PROTECTION OF PROPERTY

The access points, circulation routes and areas made available for transporting equipment from unloading points to the event spaces must be duly protected:

- rubber protective strips on goods handling trolleys or other handling equipment,
- use of weight distribution panels on floors,
- carpets protected with a resistant covering to prevent indenting.

It is strictly forbidden to use any fixing systems that could damage the floors, walls, posts, ceilings.

STAND FRAME AND PARTITIONING

All materials with M0, M1, M2 and M3 fire ratings can be used for building the stand frame and partitions.

Pursuant to the standard classification of wood-based materials set out in the French Decree of 30 June 1983, the following are considered as corresponding to the characteristics of M3-rated materials:

- solid non-resinous wood with a thickness equal to or greater than 14 mm,
- solid resinous wood with a thickness equal to or greater than 18 mm,
- wood-based panels (plywood, chipboard, etc.) with a thickness equal to or greater than 18 mm.

EXTENDIBLE, SLIDING AND MOVABLE PARTITIONS

Extendible, sliding and movable partitions must have an M3 rating.

WALL COVERINGS

M0, M1 and M2-rated wall coverings (natural or synthetic fabrics) can be stretched and fixed with staples.

Various other types of coverings (fabric, paper, plastic films) that are moderately or easily flammable and very fine (1mm thick maximum) must be glued to solid M0, M1, M2 or M3-rated substrates.

In all cases, the following are prohibited in the Lyon Convention Centre:

- soft cellulose chipboard,
- expanded-plastic sheets, panels or foils that do not have at least an M2 rating,
- any wall coverings that do not have at least an M2 rating.

FLOOR COVERINGS

The floor coverings must be made of M4-rated materials and be firmly fixed to the floor. However, the coverings (whether horizontal or vertical) must have at least an M3 rating if their total surface area is more than 20m². This provision also applies to coverings for podiums, stands and bleachers that are more than 0.30m high.

CURTAINS, DRAPES, NET CURTAINS

Curtains, drapes and net curtains may be free hanging if they have an M0, M1 or M2 rating. However, they are not allowed on the entrance doors of the stands (although they are allowed on cubicle doors). Materials exhibited on the stands are not subject to fire resistance requirements, except if they are used to decorate partitions or as false ceilings, and if their total surface area exceeds 20% of the total surface area of the structures in question.

If this is the case, they must comply with the requirements of the previous section concerning Partitions, and with the provisions of the section concerning Interior Liners, Ceilings and False ceilings.

Nonetheless, these provisions do not apply to trade fairs and stands specifically dedicated to interior decoration, where textile fabrics and wall coverings are presented.

INTERIOR LINERS, CEILINGS AND FALSE CEILINGS

Interior liners must be made M0 or M1-rated materials. Moreover, they must also be supported by a network of wires, forming meshes no larger than 1m².

Ceilings and false ceilings must be made of M0 or M1-rated materials. These elements must not interfere with or impede the operation of the fire-detection or smoke evacuation systems.

FLORAL DECORATION

Use of synthetic floral decorations should be limited. If they are used, these decorations must be made of M2-rated materials.

These provisions do not apply to trade fairs and stands dedicated specifically to floral activities.

FREE-HANGING DECORATIVE ITEMS

Free-hanging decorative elements (advertising panels with a surface area greater than 0.50m², garlands, light decorative objects, etc.) must be made of materials that have an M0 or M1 rating, or made to meet these ratings by fire-proofing.

The use of signs or advertising panels with white letters on a green background is absolutely forbidden, since these colours are exclusively reserved for the venue's signs indicating "Exits" and "Emergency Exits."

FURNITURE

There are no special requirements for standard furniture (tables, chairs, desks, etc.).

FIRE-CLASSIFICATION CERTIFICATES

All the materials used must have a fire-rating certificate (less than 5 years old) issued by an approved French laboratory. So-called "traditional" materials and materials that have a quality-assurance label issued by a certification body (NF, etc.) are not subject to this obligation.

Fire-proofing can only be carried out on wood panels or natural fabrics, or fabrics containing a high proportion of natural fibres. It cannot be used for plastic or synthetic materials.

A fire-proofing certificate must be supplied by an approved fire-proofing treatment provider.

MARQUEES, TENTS OR COLLAPSIBLE STRUCTURES

If a marquee, tent or temporary, collapsible structure is to be erected on a stand during an event, the exhibitor concerned must comply with the safety provisions set out in Articles 1 to 37 of the French Regulations concerning Marquees, Tents and Structures (CTS 1 to 37), excluding CTS 5.

This temporary structure must not in any way disrupt the efficiency of the facility's technical installations that contribute to the safety of people on site.

CLOSED STANDS

Closed stands (i.e. with 4 partition walls) must have exits leading directly into the aisles. The number and width of the exits depend on the surface area of the stand and must comply with at least the following provisions:

- less than 20m²: 1 exit of 0.90m in width
- from 20 to 50 m²: 2 exits: one that is 0.90m wide, the other that is 0.60m wide
- from 50 to 100m²: either 2 exits that are 0.90m wide or 2 exits where one is 1.40m wide and the other is 0.60m wide
- from 100 to 200m²: either 2 exits (with one being 1.40m wide, the other being 0.90m wide), or 3 exits that are all 0.90m wide
- from 200 to 300m²: 2 exits that are 1.40m wide
- from 300 to 400m²: 2 exits, with one being 1.40m wide and the other being 1.80m wide. The exits must be well spaced out and if possible, opposite each other.

Each exit must be indicated with an "EXIT" sign in white letters on a green background. If the stand is closed by doors, the latter must not have locks and must open in the direction of the exit, without the doors encroaching into the public aisle. If the stand is covered, the provisions of the Article below must be complied with.

COVERED STANDS, RAISED STANDS

Stands with a ceiling, false ceiling or full stretched-fabric ceiling, as well as stands with a raised level, must:

- have a surface area of less than 300m²
- be separated from each other by a distance of at least 4m
- have a total surface area of ceiling and false ceiling (including that of the raised levels) that represents no more than 10% of the surface area of the level in question.

A given stand may have only one raised level. If the stand surface area is greater than 50m², the stand must:

- have autonomous emergency lighting above the exits,
- have appropriate fire extinguishing equipment with at least one fire safety officer in attendance for the whole time the facility is open to the public,
- have ambient lighting if the surface area exceeds 100m².

EXHIBITORS' OBLIGATIONS

ELECTRICAL INSTALLATIONS

LIMITATION OF LIABILITY

The electrical installations include:

- fixed and semi-permanent installations, whose implementation, operation and maintenance are under the responsibility of the facility manager.
- installations put in place on exhibitors' stands by the exhibitors themselves, or on their behalf, and under the responsibility of the exhibitor concerned.

The electrical junction box delivered with each stand acts as the boundary between these two types of installations.

In accordance with Article T35 of the French Decree of 18 November 1987, supplementing the Decree of 25 June 1980 as amended, the semi-permanent installations in each stand must end in a terminal block or electrical box containing the equipment that will perform the control and protection functions defined in Article T35. This therefore formally excludes several stands being connected to a single electrical box or terminal block.

SPECIFIC INSTALLATIONS FOR STANDS

Any special installations for stands must be carried out by people who are fully aware of the specific risks linked to the event, and who possess the knowledge required to plan and perform the work in compliance with these regulations. Electrical installations on each stand must be protected from over-currents and earth faults. The earthing of all metallic casings around electric devices must be interconnected and linked to the earth connection of the stand's electrical box.

All electrical connections should be made inside the junction boxes. The electrical shut-off devices (provided in the electrical boxes) must be always accessible to staff on the stand.

ELECTRICAL EQUIPMENT

All electrical equipment must comply with French or European standards.

ELECTRIC CONDUITS

Electrical cables must be insulated for a minimum voltage of 500 volts, which means the use of H03VHH (Scindex) cables is forbidden. Only cables with individually insulated wires, encased in a common protective sheath can be used. Wires with a cross-section of less than 1.5mm² are forbidden. All conduits must have a protective conductor connected to the terminal of the electrical box and connected to the general earthing network.

APPLIANCES

Class 0 appliances/devices must be protected by differential current systems not exceeding 30 mA. Class-1 appliances/devices must be connected to the protective conductor of the conduit that powers them.

The use of individual protective grounding sockets is forbidden. High-voltage discharge lamps must be installed in accordance with the NF C15.150 standard. If they are enclosed in insulating casings, these casing must be made of M3-rated materials. The switch provided for in Article 5 of NF C15.150 may be combined with the control device (referred to in Article T 35 (§3)) on the corresponding stand.

The electrical sockets must be connected to circuits protected by devices protecting against over-currents in relation to a nominal current not exceeding 16 A. All equipment requiring more power must be supplied by a specially adapted circuit. As an exception to the provisions of Article EL 6 (§5), the use of a multiple adapter or a multiple connection box connected to a fixed socket is authorised (but lamp socket adapters are forbidden).

LUMINOUS SIGNS

Only class-2 spotlights (NF C 20.030 standard) are authorised. High-voltage luminous signs that are within the reach of the public or staff working on the stand must be protected (particularly the electrodes) by a screen of M2-rated material at least. The emergency shut-off control must be marked, and the transformers placed in a location where they do not represent a danger to people. If necessary, indicate their presence with a sign displaying the words "DANGER HIGH VOLTAGE".

FLAMMABLE LIQUIDS AND GASES

AUTHORISED LIQUIDS

The use of particularly flammable liquids (carbon disulphide, ethylene oxide, etc...) is prohibited. Only category-1 flammable liquids may be used (up to a maximum of 5 litres per stand), as well as category-2 flammable liquids, up to a maximum of 10 litres/10m² (with a maximum of 80 litres). Please note that petrol falls into category 1, heating oil and spirits with a strength of between 40° and 60° fall into category 2.

The following precautions should be taken:

- place 9 kg powder fire-extinguishers nearby,
- place a watertight receptacle (capable of holding all the combustible liquid) under the tanks,
- keep the equipment away from the public when refilling it with the liquid.

PRESENTING FLAMMABLE PRODUCTS

All containers for flammable liquids presented on the stands must be empty (cans of paint or varnish, bottles, aerosol cans, etc.), except for a few sample products.

COMPRESSED GASES, LIQUID HYDROCARBONS

These products may only be used for the specific purposes of demonstrations that are in line with the framework and theme of a particular event.

Air, nitrogen and carbon dioxide cylinders are authorised without restrictions.

Compressed gases and liquid hydrocarbons may be allowed (13kg canister maximum).

Bottles/canisters without pressure regulators and that are not intended for demonstration purposes are forbidden.

Bottles/canisters in use must always be placed away from the public and protected against shocks.

They must be:

- either separated from each other by a rigid and non-combustible screen, and stored at most one bottle per 10m² and with a maximum of six per stand,
- or separated from each other by at least 5 metres and with a maximum of six per stand.

No unattached/disconnected gas bottles/canisters (empty or full) may be stocked inside the facility. Bottles/canisters should be either upright or laid on the floor, with the head resting on a support so that they are at a slight angle, with the tap at the top.

Oxygen, hydrogen and acetylene bottles/canisters are prohibited, unless a special exception is granted by the Director of the Lyon Convention Centre.

PYROTECHNIC DEVICES AND FIREWORKS

All pyrotechnic effects that generate sound detonations, sparks, flames or smoke are strictly forbidden. The use of carbon dioxide (CO₂) to create fog effects is subject to approval from the Director of the Lyon Convention Centre.

DISPLAY OF MACHINES AND EQUIPMENT IN OPERATION

If machines or equipment in operation are displayed, a protected area must keep the public at least one metre from the machines; this distance may be increased by decision of the Safety Officer, depending on the risks.

Moving parts, hot surfaces, pointed parts and cutting edges must either be protected by a rigid screen or set back at least one metre from the aisles and areas accessible to the public.

The hydraulic safety devices on equipment displayed in a static high position must be backed up by a mechanical device to prevent the equipment from coming down accidentally.

All the equipment presented must be correctly stabilised to avoid any risk of toppling/falling.

MACHINES WITH COMBUSTION ENGINES AND AUTOMOTIVE VEHICLES

Combustion exhaust gases must be evacuated to the outside in a manner approved by the facility manager. The installations must be shut down as soon as the demonstrations are over.

Inside the Lyon Convention Centre, the fuel tanks of petrol-powered vehicles must be empty. If they are not fitted with an anti-theft cap, an adhesive strip must prevent them from being opened.

The alarm systems must be disconnected. The batteries must be disconnected, and the terminals rendered inaccessible. The floor/ground must be protected.

RADIOACTIVE SUBSTANCES - X RAYS

The display of machines or materials that use radioactive substances or generate X-rays is subject to authorisation from the relevant authority. This authorisation request must be made by the exhibitor.

The requirements of Article T43 of the French Safety Regulations concerning public buildings must be complied with. Stands on which radioactive substances are displayed must be constructed and decorated with for M1-rated materials.

An authorisation for stands to display equipment that emits X-rays can only be granted if the equipment and accessories comply with the rules stipulated by the NF C 74.100 standard.

PROHIBITED MATERIALS, PRODUCTS AND GASES

The following are prohibited on the premises of the Lyon Convention Centre:

- the distribution of samples or products containing flammable gas,
- balloons inflated with a flammable or toxic gas,
- celluloid items,
- pyrotechnic devices or explosives,
- the presence of diethyl ether, carbon disulphide, sulphuric ether and acetone.