



# PARIS EXPO

## PORTE DE VERSAILLES

SAFETY SPECIFICATIONS  
- OCTOBER 2018 – V4



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# PREAMBLE

*The Safety Specifications of the Société d'Exploitation du Parc des Expositions de Paris (hereinafter referred to as Viparis Porte de Versailles) are primarily intended to provide a framework for the reciprocal legal obligations between the various occupants of the Parc des Expositions de la Porte de Versailles (hereinafter referred to as the "Site") and Viparis Porte de Versailles.*

*The specifications are based on the necessity of providing maximum safety for those visiting the Site and the premises of which it consists.*

*At the request of the Safety and Accessibility Advisory Committee, studies began in early 1987 under the leadership of the Public Safety Sub-Directorate, operating within the Prefecture of Police's Public Protection Directorate.*

*The basic purpose of this document is to formalise guidelines for the Site within a contractual framework. Accordingly, an agreement will be drawn up that takes into account the mandatory, non-negotiable nature of certain safety regulations and the management requirements inherent to every event.*

*Two basic principles govern these Specifications:*

*The person in possession of an occupancy permit for the purposes of organising an event or their representative (hereinafter referred to as the "Lessee") shall be fully responsible for the activity that takes place on the premises and outdoor terraces provided*

- *Viparis Porte de Versailles shall be responsible for the common areas.*

*These two principles being agreed upon, the updated Safety Specifications must comply with the following procedure (in order of importance):*

- *Review and definition of the safety objectives to be met on the Site, in cooperation with the Prefecture of Police (Safety and Accessibility Advisory Committee)*
- *Consultation with the French Meeting Industry Council (Union Française des Métiers de l'Événement - UNIMEV)*
- *Consultation with the organisers of trade shows that occupy the entirety of the Site*
- *Consultation with the principal Safety Officers*

*The 8th version (October 2018) includes the following elements:*

- *Operation of Pavilion 7 following its renovation*
- *Operation of the Pavilion 1 mezzanine*
- *Demolition and suspension of the use of Pavilions 6 and 8, car parks B and C and the Orion pedestrian transport system*
- *Operation of Pavilion 1 in two configurations: "normal" and "large-scale stands"*
- *Implementation of an L-type configuration in Pavilion 1*
- *Amendment of how applications for T- and L-type events are processed*
- *Temporary installation of cooking devices*
- *The exceptional use of unused pavilions and covered car parks*
- *Availability of outside spaces*
- *Prohibition of the installation of electrical generators (Addendum no. 1)*

- *Amendment relative to inspections of hanging structures (Addendum no. 2)*
- *Insertion of terms and conditions for the use of the Pavilion 6 roof and operation of the canopy (Addendum no. 3)*
- *Update of the version of the DG 400 plan (November 2019 version).*

*To this end, the Viparis Porte de Versailles Safety Specifications form part of the contractual documents relating to occupancy of any space within the Site.*

# 1 SITE DESCRIPTION

## 1.1 CLASSIFICATION, CATEGORIES AND TYPES OF EVENTS

On 16 September 2019, the Prefecture of Police's Safety Committee conducted a scheduled visit and acceptance of works concerning Pavilions 1, 2 and 3 at the Parc des Expositions. Similarly, on 19 December 2019, the Safety Committee carried out a scheduled visit and acceptance of works concerning Pavilions 4 and 5 at the Parc des Expositions. In addition, on 30 August 2017, the Committee accepted the works carried out as part of the renovation of Pavilion 7, and on 25 October 2019, the Committee accepted the reconstruction of Pavilion 6 and its canopy. Following these visits, the Prefect of Police authorised the continued use of these pavilions.

The Parc des Expositions is a Category 1, Type T Public Access Building with secondary Type L, M, N, P, R, V, W and X activities.

### SAFETY PROTOCOL

The Safety Protocol is included in Appendix 11 of these Safety Specifications. It is posted at vehicle entrance gates B, C, D, K, M and T, and must be strictly observed by all persons operating within the Site.

## 1.1 CATEGORIES OF FIRE SAFETY AND SPRINKLER SYSTEMS

Cf. Appendix 8.

## 1.2 MAXIMUM OCCUPANCY

SUMMARY TABLE OF MAXIMUM OCCUPANCIES AND EXIT ACCESSES			
PAVILIONS	MAXIMUM OCCUPANCIES FOR TYPE T BUILDINGS (1 PERSON / M <sup>2</sup> )	EXIT ACCESSES	EXIT UNITS (UP)
Pavilion 1	42,265	74	420
Exhibition Bridge	900	5	20
Pavilion 2	27,456	61	381
Pavilion 3	21,990	37	279
Pavilion 4	18,824	42	222
Pavilion 5	18,205	43	198
Pavilion 6	14,734	44	179
Pavilion 7.1	15,874	35	162
Pavilion 7.2	27,038	56	235
Pavilion 7.3	26,220	56	276
Pavilion 7 in its entirety	69,132	217	673



## **2 APPLICABLE REGULATORY PROVISIONS**

## 2.1 PROVISIONS APPLICABLE TO VIPARIS SITES

The Site's owner, the City of Paris, has tasked Viparis Porte de Versailles with the modernisation and operation of all premises used for temporary trade shows, exhibitions and events, and of the common areas (roadways, green spaces, parking areas, etc.) of which the Site is comprised.

The Site's installations must be maintained in compliance with the regulations in force. The emergency equipment available in each pavilion is detailed in Appendix 8.

A qualified representative from Viparis Porte de Versailles's management shall be present on site during events for the purposes of carrying out initial safety measures.

Under the provisions of Article T4 of the Order of 18 November 1987, as amended by the Order of 11 January 2000, in the event of concurrent trade shows held in a single pavilion, Viparis Porte de Versailles shall, at the shared expense of the Lessees concerned, appoint a Safety Officer responsible for coordinating the action of the Safety Officers selected by the Lessees and acting simultaneously.

A Safety Log shall be kept in each pavilion, in which are recorded the results of regulatory inspections and emergency equipment performance tests.

Viparis Porte de Versailles has developed a general ground plan that has been approved by the Prefecture of Police technical safety departments.

This general ground occupancy plan no. DG400, appended to these Specifications (Appendix 7), sets out the scope of the various areas of the Site and the ways in which they may be used. These areas are defined as follows:

### 2.1.1 PRIORITY LANES (LANES FOR EMERGENCY VEHICLES AND/OR LADDER TRUCKS)

Priority lanes are exclusively reserved for quick access for assistance and emergency services (fire brigade, emergency assistance, police, Viparis Porte de Versailles).

They must always be kept free of parked vehicles, structures and obstructions of any kind.

However, for safety reasons and to prevent the intersection of logistical and public flows, suitable devices can be positioned along the routes used by emergency vehicles. These will be placed in agreement with the Prevention Unit of the Paris fire brigade (BSPP) and the *Service Opérationnel de Prévention Situationnelle*, and will in no way impact the emergency services' intervention requirements.

Viparis Porte de Versailles is responsible for ensuring strict compliance with these obligations and shall take any and all measures it deems necessary.

**Safety perimeter** (Public exit areas and emergency access, and areas dedicated exclusively to the parking of vehicles and/ or technical equipment). These areas are defined in chapter 5.4 below.

### 2.1.2 AREAS BENEATH THE RING ROAD

The use of these areas is discussed in paragraph 5.4.3 below.

### 2.1.3 GREEN SPACES

Use of these spaces is subject to prior consent by Viparis Porte de Versailles.

### 2.1.4 MULTI-PURPOSE AREAS

Multi-purpose areas can be put to various uses: exhibitions, storage, etc.

Any use shall be the subject of an agreement and shall be governed by the procedures set out in paragraph 3.2 below.

Compliance with all rules governing the use of the areas mentioned above is an essential component of public safety within the Site.

Viparis Porte de Versailles shall use all available means to ensure compliance with these rules, including the use of law enforcement agencies.

Viparis Porte de Versailles shall ensure that the safety facilities and equipment are installed, maintained and serviced as per the regulatory provisions in force, such that the site placed at the disposal of the Lessee shall be deemed to be in good working order.

All of these facilities are subject to regulatory technical inspections by an organisation approved by

the French Ministry of the Interior.

## 2.2 REGULATORY PROVISIONS APPLICABLE TO THE ORGANISER

These Specifications are based on the following regulatory provisions:

- The French Construction and Housing Code, Articles R.123-1 to R.123-55, R.152-4, and R.152-5
- The Order of 25 June 1980, as amended, approving general regulations concerning fire safety and public order in Public Access Buildings
- The Order of 18 November 1987, as amended, approving the provisions supplementing and amending the regulations concerning fire safety and public order in Type T (exhibition halls) Public Access Buildings belonging to the first group with ancillary Type L, M, N, P, R, V, W, X and Y activities
- The Order of 5 November 2007, as amended, approving the provisions supplementing and amending the regulations concerning fire safety and public order in Type L public access buildings

Without prejudice to the provisions set out in any occupancy permit, the specifications define and allocate the duties and responsibilities of each party contributing to the activity of trade shows, exhibitions and any and all types of events hosted at the Site, and set out the occupancy conditions specific to each space, outside area and equipment made available to the Lessee.

The duties and responsibilities of the owner and the users, as arising from Articles R.123-3 and 123-4 of the French Construction and Housing Code, are allocated between:

- 1 - Viparis Porte de Versailles, a long-term lessee of the Site under the terms of a lease executed with the City of Paris on 9 December 2013, and its lessee-manager, Paris Expo Services, providing services to organisers and exhibitors (hereinafter referred to as "Paris Expo Services")
- 2 - Organisers of trade shows, exhibitions and other events (hereinafter referred to as the "Lessee" or the "Organiser")
- 3 - Exhibitors or lessees of stands
- 4 - Concessionaires, long-term lessees and all other occupants of the Site

Complete acceptance of these Safety Specifications by the organisers shall be a prerequisite to any occupancy agreement by Viparis Porte de Versailles.

Viparis Porte de Versailles, in agreement with the Safety and Accessibility Advisory Committee, reserves the right to amend these Safety Specifications without notice.

Any amendments shall be brought to the attention of the organisers, concessionaires, long-term lessees and other occupants of the Site.

Failure to comply with these Specifications shall render the infringing party liable to the penalties provided under the agreement concluded with Viparis Porte de Versailles, and shall also engage their civil and criminal liability towards third parties and towards Viparis Porte de Versailles.

### RESPONSIBILITIES OF ORGANISERS AND EXHIBITORS

Throughout the occupancy of part or all of the Site, the Lessee and the exhibitors are liable for any deterioration of the safety facilities that they may cause.

The Lessee must not carry out or agree to any alterations or works that diminish these facilities' effectiveness.

# 3 OBLIGATIONS OF THE ORGANISER

### **3.1 ADMINISTRATIVE PROVISIONS (SAFETY CHARTER, HEALTH AND SAFETY PROTECTION PLAN, SAFETY FILE, PLAN, FINAL T6 REPORT)**

The Lessee, whether or not it is the Organiser of the event, undertakes with respect to Viparis Porte de Versailles, third parties and the Prefect of Police, to bear full liability for the event that it is organising, any related construction that is necessary, and also for the application of the provisions set forth to ensure the safety of the visitors whose presence is justified by the event in question.

#### **3.1.1 COMPLIANCE WITH LEGAL AND REGULATORY REQUIREMENTS**

The Lessee shall take all useful measures to ensure compliance with the safety-related regulatory provisions in force, and in particular:

- The Order of 25 June 1980, as amended, approving the general provisions concerning fire safety and public order in public access buildings
- The Order of 18 November 1987, as amended, approving the provisions supplementing and amending the regulations concerning fire safety and public order in Type T (exhibition halls) public access buildings
- The Order of 5 November 2007, as amended, approving the provisions supplementing and amending the regulations concerning fire safety and public order in Type L (rooms for conferences, meetings, performances and multiple uses) public access buildings
- The Order of 11 January 2000 approving the provisions supplementing and amending the regulations concerning fire safety and public order in public access buildings
- Orders having to do with regulations concerning fire safety and public order with respect to other activities (food services, shops, etc.) in Public Access Buildings...
- The French Construction and Housing Code, the Order of 1 August 2006, the Order of 21 March 2007 and all legislation and regulations in force concerning the accessibility of public access buildings by individuals with disabilities
- The French Highway Code
- The French Labour Code, specifically Article R.4223-4 stipulating that lighting in pavilions during setup and breakdown shall be a minimum of 200 lux
- Standard NF C 15-100 concerning low-voltage electrical installations
- Section 1, Book V of the French Environmental Code concerning legislation relating to facilities requiring environmental impact assessments
- The provisions of the Evin Act (anti-smoking law)
- Decree No. 96-1010 of 19 November 1996 concerning equipment and protective systems intended for use in potentially explosive atmospheres and the Ministerial Order of 31 March 1980 concerning the compliance of electrical systems for use in facilities classified as environments subject to risks of explosion
- The general standing requirements of the Permanent Delegation of the Prefecture of Police's Safety Committee (report of 3 September 2013) and specifically the obligation for all organisers to continuously ensure that the Safety Supervisor or his/her representative enjoys full access to all Pavilions during an event (including setup, operation and breakdown)
- Act 78-12 of 4 January 1978 concerning liability and insurance for construction work
- Any and all additional provisions specific to the type of event

Moreover, the Lessee must, for obvious reasons of safety and/or security, give Viparis's Dedicated Safety Officer (RUS) or his/her direct deputy unrestricted access to the premises and spaces under his/her responsibility. If access is restricted in any way, an "All Areas" pass must be provided to Viparis's Dedicated Safety Officer (RUS) or his/her direct representative.

### **3.1.2 CHANGES TO USER MAPS**

The user maps provided in Appendix 7 may be amended at the initiative of Viparis Porte de Versailles due to the completion of works that may have resulted in changes to said maps. The most recent maps provided by Viparis Porte de Versailles by any means will automatically replace any maps provided previously.

### **3.1.3 PRESENCE OF A SAFETY OFFICER**

It is the Lessee's obligation to ensure the presence of one or more Safety Officers, at least until the event closes to the public.

The Lessee must select said Safety Officer(s) from Viparis Porte de Versailles's list of service providers, who possess the required and up-to-date qualifications. The Officer(s) must be expressly mandated by the Lessee, who will communicate their name(s) to Viparis Porte de Versailles no later than 90 calendar days prior to the stipulated date of entry into the premises. The number of Safety Officers must be commensurate with the scope and type of event, with a minimum of one officer per pavilion (starting with the setup phase and until the event closes to the public).

The Lessee shall be fully liable for applying the safety rules in the pavilions, the surroundings and the external exhibition areas that it has leased, in accordance with the occupancy permit executed with Viparis Porte de Versailles.

At the suggestion of the Safety Officer, whose role is set out in Article T 6 (Order of 18 November 1987, as amended by the Order of 11 January 2000), the Organiser shall prohibit the operation of stands that are not in compliance with the provisions of these Safety Specifications. In such a case, the Organiser shall refuse to supply electricity and other utilities, and can order that the stand be closed.

The Organiser shall take all the necessary steps to ensure that the companies it employs are in compliance with regulations governing health, safety and working conditions, as well as with the Highway Code and the protection of building sites through the use of lifting equipment and scaffolding.

The Organiser's obligations shall end in accordance with the occupancy permit executed with Viparis Porte de Versailles.

The Lessee shall draft and send to each Exhibitor the Safety Specifications for the event that it is organising, which shall state:

- The identity of the Safety Officer and his/her contact details
- The safety instructions to be complied with
- The Exhibitor's obligation to provide the Organiser with a permit application or a declaration in the cases provided in Articles T 8 and T 39 of the Order of 18 November 1987, as amended (templates are provided in Appendices 1 and 2 of this Order).

The Lessee shall undertake to comply with all of the provisions of these Safety Specifications and with those arising from the occupancy permit executed with Viparis Porte de Versailles. Any duly established breach of any of these clauses could result in the automatic revocation of the occupancy agreement without recourse against Viparis Porte de Versailles.

The Lessee is obliged to attend or be represented at meetings organised at the request of Viparis Porte de Versailles or the Prefecture of Police (Road Traffic Department) where these entities deem that a series of trade shows may generate traffic problems in the vicinity of the Site.

### **3.1.4 OBLIGATIONS OF THE SAFETY OFFICER**

As soon as the Safety Officer has been mandated by the Lessee (pursuant to Article 3.1.3 above), the Officer shall, where necessary, contact the Site's Safety Supervisor to coordinate the tasks related to public safety at the Site.

The obligations of the Safety Officer are set out in Article T 6 of the Order of 18 November 1987, as

amended. In particular, it should be noted that the Safety Officer mandated by a Lessee who is occupying both internal and external areas shall ensure the application of safety regulations as well as of these Specifications in respect of said areas and any installations that may take place there.

To perform its obligations as defined above, the Safety Officer mandated by the Lessee must be physically present at the event site as from the start of the setup of the Lessee's installations and until the date on which this same event closes to the public.

Prior to the event opening to the public, the Safety Officer must draft a "Final Report" concerning compliance with all regulatory recommendations. After this report has been submitted to Viparis Porte de Versailles and to the Organiser, who will make it available to the administration, the Safety Officer will give its opinion on whether or not it is advisable to open all or part of the event to the public.

A Safety Officer, appointed by Viparis Porte de Versailles (as per Article 2.1 above), shall coordinate the actions of Safety Officers working concurrently in the same building on behalf of several Lessees, and shall report to the Site's Safety Supervisor in this regard.

### 3.2 ADMINISTRATIVE AUTHORISATIONS

A permit to open exhibitions, trade shows, etc. to the public is issued by the Prefect of Police after approval by the Safety and Accessibility Advisory Committee (see Appendix 1 for practical information regarding this administrative procedure).

The full set of procedures that must be accomplished to obtain this permit shall be the sole responsibility of the Lessee.

In accordance with the letter from the Prefecture of Police dated 5 February 2016, trade shows and events in compliance with these specifications (without exemption), as well as those for which Article T 20 has not been invoked (with the exception of the Paris Agricultural Show, the Paris Motor Show, the Salon Nautic and the Foire de Paris) must file a declaration.

As a result, the Lessee must, via the Safety Officer, transmit the safety file to Viparis no less than 75 days prior to the event, together with the corresponding plans (including any outdoor installations) and the qualifying degrees and training certificates of the Safety Officer(s) in charge of the aforementioned event as stipulated in Article T6 § 2 for assessment by the Site's Safety Supervisor (this file has the same contents as the elements set out in the paragraph below). The Safety Supervisor shall, should the file be in compliance, issue a duly signed declaration of a Type T event, which will then be submitted to the Prefecture of Police (no later than two months prior to the event). The copy of the acknowledgement of receipt issued by the Prefecture of Police must be sent to Viparis.

Nevertheless, the following elements must be submitted to the administrative authority, following an opinion issued by the Safety Commission with jurisdiction:

- Deviations from the Safety Specifications or from the configuration types
- Changes to exits within the scope of Article T20 and special arrangements for certain presentations (Section X of the Order of 18 November 1987, as amended).

In this case, the Lessee undertakes to send three copies of the application for a permit to open the event to the public to the Prefect of Police no later than sixty (**60**) days prior to the planned opening date. This application shall first be sent to the Site's Safety Supervisor by registered letter with acknowledgement of receipt, or delivered by hand in exchange for a receipt. The Safety Supervisor shall, in particular, verify the proper use of the common areas and the project's compatibility with the Site's technical equipment (see Appendix 1).

The permit application shall include all the characteristics of the planned event. It must include all the written and graphic documents required for a thorough understanding of the purpose of the event. This could include, for example, (list not exhaustive):

- The type of exhibition or event, with a brief title
- Its location, gross surface area, surfaces reserved for aisles
- The type of public expected (general public or strictly professional)
- The dates the event is opened and closed to the public
- The number of visitors expected
- The composition of the fire safety service as defined in Article T 48 of the aforementioned Order of 18 November 1987, as amended.

The floor plans, showing:

- The interior layout, indicating the company name associated with each stand
- The platforms, risers, tiered seating and podiums set up (with calculated number of visitors)
- Stands with ceilings or two-story stands with elevation and sectional drawings, surface area, creation of any stairways or connections
- Stands selling beverages or food
- Aisles, entrances, exit accesses
- The location of structural pillars
- The location of any closed exits, in accordance with the provisions of Article T 20 of the Order of 18 November 1987, as amended (for professional trade shows only)
- Fixed gas installations, cooking facilities
- Any storage areas and outdoor constructions, with a description of their use
- Solid partitions for stands
- The location and dimensions of the planned passage(s) through the large-scale stands located around the perimeter of the pavilions, together with the number of exit units
- Equipment intended to ensure access for individuals with disabilities in wheelchairs
- Any outdoor constructions, listing the surface area and height of the planned structures

All documents setting out the installation of stands must be drawn up using plan templates provided by Viparis Porte de Versailles. These plans must be submitted to the Safety Officer chosen by the Lessee prior to their completion.

When an exhibition, trade show, etc. includes the installation of facilities requiring an environmental impact assessment, the Lessee is obliged to supply a fourth copy of the application for permission to open to the public. In this case, all applications must include the technical elements required for inspection by the Environmental Inspection Department (STIIC)(see Appendix 1).

The Lessee shall also provide the Prefect of Police with the permit applications referred to in paragraph 4.1.2 below. He or she shall be obliged to notify Exhibitors of the decisions of the Prefecture of Police relating to these permit applications.

The Lessee shall submit a copy to the Safety Officer as well as to the Site's Safety Supervisor.

The Lessee shall be assisted by a representative of Viparis Porte de Versailles during the inspection by the Safety Committee.

The companies involved to a great extent in setting up events must be informed by the Lessee of their obligations to comply with these Specifications.

### 3.3 SAFETY PERSONNEL

The Lessee must provide SSIAP-qualified fire safety officers to oversee the pavilions which the Lessee occupies, in accordance with the provisions of Article T 48 of the Order of 18 November 1987, as amended, i.e. in compliance with the table below. These officers shall be in addition to those hired by Viparis, as set out in 7.1.

**NB:** these officers, who are responsible for protecting the public against the risks of fire and panic, may perform security tasks at the same time.

If the pavilion is partially occupied, the workforce will be reduced in proportion to the occupied surface area, with a minimum presence of 3 SSIAP officers.



These fire safety officers have access only to fire hoses, extinguishers and warning systems. The Lessee will provide them with instructions on actions to be taken in the event of fire and evacuation of the public.

When a structure inside the pavilions renders the automatic sprinkler system inoperable (such as an enclosed or two-story stand), suitable fire extinguishing equipment – serviced by qualified personnel – must be put in place in accordance with the provisions of Article T 48.

PAVILIONS	1	2	3	4	5	6	7
SSIAP2	1	1	1	1	2	1	1
SSIAP1	5	4	4	4	2	4	8
TOTAL	6	5	5	5	4	5	9

### 3.4 EMERGENCY EQUIPMENT

The Organiser of an event at the Parc des Expositions undertakes to comply with the terms laid down by Act 2004-811 of 13 August 2004 on the modernisation of civil protection and Order 2006-237 of 27 February 2006 relative to the civil protection accreditation procedure.

In particular, this includes compliance with national civil protection guidelines and implementation of a provisional emergency response system after filing a declaration with the Prefecture of Police.

### 3.5 CONCURRENT OCCUPATION OF A SPACE

See Section 3.1.4

### 3.6 PARTIAL OCCUPATION

#### 3.6.1 PARTIAL OCCUPATION OF THE PAVILIONS

When an exhibition pavilion is not fully used, the Lessee must install a partition at least 2.5 meters in height, made of Category M3 (D) materials, along the perimeter of the unoccupied area. This partition must have adequate mechanical stability to withstand pressure from the public. In Pavilion 6, a vertically retractable partition made of M3 category material is provided for this purpose, to separate Pavilion 6.1 from 6.2, in case one of these spaces is not used. Installation of this partition is subject to the prior approval of the Dedicated Safety Officer or his/her representative.

Any exits that are rendered unusable as a result must be fully concealed.

However, this provision should not lead to a reduction in the number of exit accesses in relation to the allowable number of visitors. The unused pavilion areas must be free from any obstructions or storage throughout the duration of the event, or must be monitored by the Safety Officer with the appropriate resources.

As an exception, and upon written request, Viparis Porte de Versailles may allow these areas to be used for storage (Article T24, paragraph 3), subject to:

- The presence of an 8-metre-wide aisle, free from any obstacles or storage, along the partition adjacent to the area closed to the public
- The type of materials stored
- The materials being correctly stored
- Unobstructed access to fire fighting equipment and outdoor exits, which must remain unlocked
- Monitoring at all times by qualified safety personnel, at the Lessee's expense
- Inspection by Viparis Porte de Versailles
- Signature of an occupancy permit between Viparis Porte de Versailles and the Lessee

If several events are being organised in an exhibition pavilion, Viparis Porte de Versailles will

coordinate the location of stands and in particular the positioning of traffic flow aisles (in accordance with these Safety Specifications). All Lessees must present their proposals to Viparis Porte de Versailles before making definitive arrangements.

If one event is being set up or broken down at the same time that another event in the same pavilion is open to the public, the Lessee of the event being set up must take all necessary steps to prevent any disturbance to public order and safety (noise, drafts, evacuation of the public, access to facades and fire fighting equipment).

Storage of flammable or hazardous materials (explosives or toxic substances, etc.) in the exhibition areas is prohibited. This includes the stands' storerooms, exit accesses and the immediate vicinity of the pavilions.

### **3.7 TECHNICAL CHECKS**

Semi-permanent electrical installations must be checked by an accredited person or body, and each installation must be checked by a qualified technician.

For rigging points, please see section 6.2.4 of these Safety Specifications.

### **3.8 MANAGING ENTRANCES AND COUNTING VISITORS**

#### **3.8.1 EXIT MANAGEMENT**

Members of the public must have free access to the pavilion doors at all times when they are within the pavilions.

The doors must be closed and unlocked, and it must be possible to open the doors immediately. Consequently, the use of chains or padlocks is prohibited. If a deterrent device is used, it must be easily breakable. The doors to Pavilion 5 giving onto Boulevard Levebvre are fitted with an alarm that can be unlocked at the Organiser's request, in which case it shall be under his or her sole responsibility.

The Organiser undertakes to immediately remedy any breach that Viparis Porte de Versailles may bring to its attention.

It is the Lessee's responsibility to ensure strict compliance with this requirement. For this purpose, staff employed by security firms must be given guidelines defining their responsibilities, specifically with regard to actions to be taken when a message to evacuate the pavilion is broadcast.

For exhibitions to which entrance is restricted (e.g. trade shows), certain exits may be temporarily blocked, following approval by the Safety and Accessibility Advisory Committee. In any case, it should be noted that the number of exits made available to the public must never be less than 2/3 of the theoretical calculation (Art. 20).

The permit application must be submitted to the Prefect of Police. Should this permit be issued, the blocked exits and their regulatory signage must be made invisible to the public.

Signs in white letters on a green background are prohibited, as these colours are reserved exclusively for emergency exit signs.

In order to ensure a clear view of the emergency exits, the Organiser must supplement the exit symbols, if necessary. These symbols are incorporated into signage identifying the show's aisles, and must have a minimum size of 0.50 m x 0.50 m.

For stands with large surface areas (greater than 1,000 m<sup>2</sup>) and/or stands with an upper floor, this signage must be adapted and positioned, with symbols appearing at least once every 25 m and at each corner of the stand (projecting outward from the stand).

The colours of the doors may not be changed.

#### **3.8.2 EVACUATING INDIVIDUALS WITH DISABILITIES**

- Pavilion 1, level 0: ground-floor-level on the outside
- Pavilion 1, Exhibition Bridge: 2 secure waiting areas or transfer to Pavilion 2.2
- Pavilion 2.2: ground-floor-level on the outside or transfer to the Exhibition Bridge
- Pavilions 2.1, 2.3, 3, 4, 6 and 7: ground-floor-level on the outside

- Pavilion 5: ground-floor-level on the outside or evacuation onto Boulevard Lefebvre via the dedicated secure elevator
- Pavilion 7: ground-floor-level on the outside at each of the levels in question (7.1, 7.2, 7.3 and 7.4)

# 4 OBLIGATIONS OF EXHIBITORS

## 4.1 SPECIFIC DECLARATIONS AND PERMITS

### 4.1.1 OBLIGATIONS OF EXHIBITORS

Exhibitors must strictly comply with the provisions of the regulations governing fire safety and accessibility for persons with disabilities.

Installations, whether authorised or subject to prior approval, must be completed at the time of the visit of the Safety Committee or when the acceptance inspection is carried out by the Safety Officer. The Exhibitor undertakes to ensure that the Safety Committee and Safety Officer enjoy free access.

The Exhibitor or the Exhibitor's representative must be present during this inspection. The Exhibitor must provide members of the committee with any and all information concerning the fittings and materials comprising the stand, except for those with a recognised quality mark.

The Exhibitor must provide the Lessee with the following documents no later than one **(1) month** prior to the opening of the event to the public:

### 4.1.2 SPECIFIC PERMIT APPLICATIONS

Regarding equipment or the use of the substances listed below:

- Heat or combustion engines (Art. T 41)
- Devices using radioactive substances or emitting X-rays (Art. T 43)
- Lasers (Art. T 44)
- Smoke machines or materials listed in the technical notice on the use of special installations (Order of 11 December 2009)
- Propane gas
- Acetylene, oxygen or any other gas presenting the same risks (Art. T 45.2).

### 4.1.3 DECLARATIONS (ART. T8 AND T39)

For installations comprising:

- Machinery and equipment in working order
- An electrical installation exceeding 100 kW
- Liquefied gas
- Flammable liquids (other than those in automobile fuel tanks)

The documents related to the aforementioned special permits or declarations must be sent to the Prefect of Police (see Appendix 1).

If the event's Safety Specifications provide for the possibility of installing two-story stands, ceilings or awnings, the Exhibitor must submit a request to the Lessee within the time-frame established by the latter, indicating in particular the safety measures in place and the measures ensuring people with disabilities can access the upper part of the stand.

Exhibitors shall take full responsibility for the presentations and demonstrations provided at their stands and shall take all measures to ensure the safety of the public admitted there.

Please note that the use of pyrotechnics is prohibited during Type T activities (Art. T45).

### 4.1.4 PYROTECHNICS

If fireworks are authorised within the regulatory framework of the planned activity, the permit application should specify their characteristics and the related protection measures.

An additional copy of the permit application should be provided to the Transport and Public Protection Directorate within the regulatory time-period.

## **4.2 FITTING OUT AND INSTALLATION OF STANDS**

### **OPERATIONAL GUIDELINES**

The Lessee must ensure the daily cleaning of the premises that it occupies.

All waste material collected during cleaning must be evacuated from the Site each day prior to the opening to the public.

Waste skips must not under any circumstances be placed near the pavilions. Viparis Porte de Versailles shall indicate possible locations for these skips. In the case of failure to comply with this obligation, Viparis Porte de Versailles may move said skips at the infringer's expense.

The Lessee must ensure free access to the leased premises to badge-holding Viparis Porte de Versailles staff, police and customs officers in the course of their duties, and members of the Safety Committee.

## **4.3 SAFETY COMMISSION**

In accordance with the provisions of Article T 7 §2 of the fire safety regulations, the Safety Commission may carry out an acceptance inspection of the installations prior to the opening to the public.

# 5 DESCRIPTION OF SPACES

## 5.1 DOUBLE-ENTRY TABLE OF SPACES / CHARACTERISTICS

### 5.1.1 SUMMARY TABLE OF MAXIMUM OCCUPANCIES AND EXIT ACCESSSES

PAVILIONS	MAXIMUM OCCUPANCY TYPE T BUILDINGS (1 PERSON/M2)	EXIT ACCESSSES	EXIT UNITS (UP)
Pavilion 1	42,265	74	420
Exhibition Bridge	900	5	20
Pavilion 2	27,456	61	381
Pavilion 3	21,990	37	279
Pavilion 4	18,824	42	222
Pavilion 5	18,205	43	198
Pavilion 6	14,734	44	179
Pavilion 7.1	15,874	35	162
Pavilion 7.2	27,038	56	235
Pavilion 7.3	26,220	56	276
Pavilion 7 in its entirety	69,132	217	673

### 5.1.2 ALLOWABLE ACTIVITIES IN THE PAVILIONS

Within the framework of these Safety Specifications, Viparis Porte de Versailles may make available to any Lessee with whom an agreement has been signed:

- The exhibition pavilions and their annexes (outdoor "constructible" areas)
- The conference halls, premises to be used as offices and reception areas

Areas that can be leased do not include:

- Areas referred to as safety perimeters, which may not be used for construction
- Service premises and equipment, bars, fire safety stations, etc.;
- Traffic lanes and green spaces



## PROVISIONS RELATING TO EVENTS

The Site's pavilions are suitable for hosting Type L, M, N, P, R, V, W, X and Y activities within the first group.

Type L activities may not take place in Pavilions 1, 2, 4, 5, 6 and 7. These pavilions comply with the provisions of Articles L 16 § 2, L 33 and L 34: if the general evacuation alarm is triggered, normal lighting and safety conditions will be restored to these pavilions in the case of a power outage.

Type P activities may only take place in Pavilions 1, 4, 5 and 7, which are equipped with a category A fire safety system and whose smoke extraction equipment is triggered by the automatic fire detection system in accordance with the requirements of Article P 14.

Organisers of Type P activities must be assisted by a Safety Officer, (with the exception of Terminal 7) selected from among the service providers identified by Viparis Porte de Versailles.

Permit applications for these events must be reviewed by the Viparis Porte de Versailles Safety Authority, and **MUST** be filed no later than **30 days** prior to the date of opening the event to the public.

These applications must fulfil the regulatory requirements as defined by the provisions applicable to establishments of the first group.

Prior to the opening of the event to the public, the Safety Officer must draft an inspection report concerning compliance with all regulatory recommendations. After this report is submitted to Viparis Porte de Versailles and the Organiser, who will make it available to the administration, the Safety Officer will issue an opinion on whether or not it is advisable to open part or all of the event to the public.

## 5.2 SPECIFIC PROVISIONS FOR EACH SPACE

### 5.2.1 MAXIMUM OCCUPANCY OF PAVILIONS

Regardless of the type of event planned, the number of visitors at each event may never exceed the allowable number of visitors in relation to the actual number of exit accesses in the building or pavilion in question.

This calculation must be made based on the number of optimised exits (see Appendix 1) indicated on the Viparis Porte de Versailles user plans and in compliance with Article CO 3 of the Order of 38 June 25, as amended.

The theoretical density of the public allowed into the exhibition pavilions is calculated based on one person per m<sup>2</sup> of the gross surface area of the premises to which they have access, and must always be compatible with the number of exits and of exit units available in each building

This density is identical for conference rooms set up in the pavilions by trade show organisers. It is limited to the number of existing seats in fitted-out rooms.

Provisions specific to Pavilion 4:

No installations are allowed in the secondary transit hall located in the south-west section of Pavilion 4.

Provisions specific to Pavilion 5:

- The sliding gates located on Boulevard Lefebvre will be opened by Viparis Porte de Versailles during the time an event is open to the public. The Lessee shall be responsible for monitoring these exits. To this end, the Lessee shall be solely responsible for deactivating the door alarms that are triggered when someone opens the emergency exit doors that give onto the Boulevard Lefebvre.

- Exhibition spaces may not be extended into the rooms or their entrance areas.

Provisions specific to Pavilion 6:

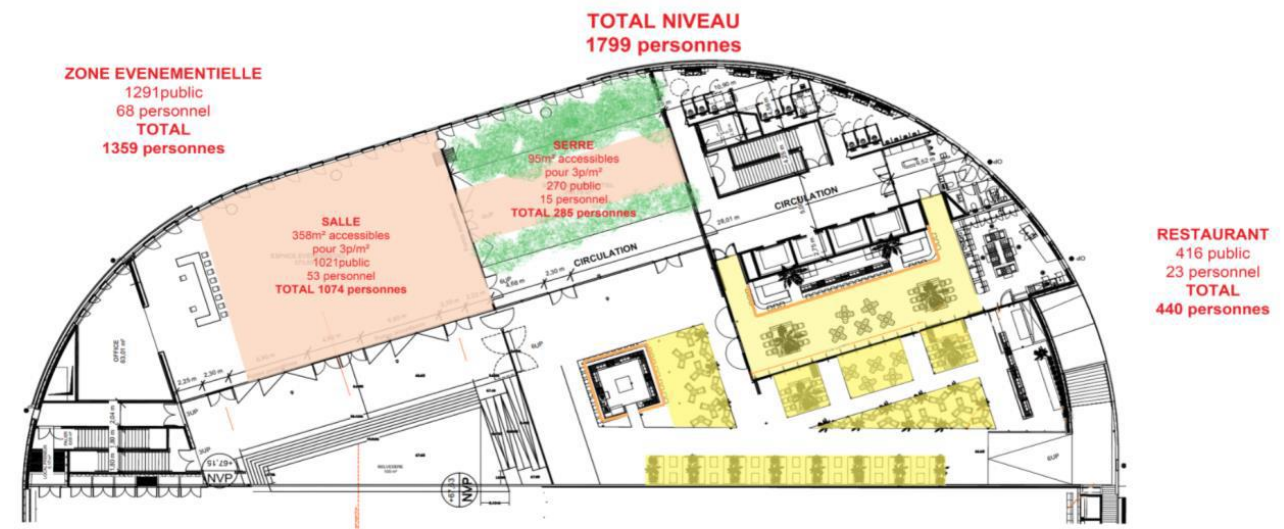
Hall 6.1 has a capacity of 6,617 people, Hall 6.2 has a capacity of 7,389 people and the open volume includes a staff of 728 people, i.e. a total of 14,734 people plus the public in the food service area, the corporate event space, the 25 gardeners on the urban rooftop farm and the 184 people in the garden plots for hire as well as the 268 people (253 public and 15 staff) in the ground floor restaurant, for a total of 17,265 people in Pavilion 6 to be evacuated.

The exit accesses required by law comprise 36 exits totalling 173 exit units.

The pavilion's ground floor has 44 exits totalling 179 exit units, the distribution of which match the orientation of the accessible facades on the north/south and east sides. The excess number of exits allows for greater flexibility in the spatial organisation of trade shows.

No constructions are allowed in the main entrance hall on the pavilion's north side and on the footbridge linking pavilions 4 and 6.

The 4th floor of the north block can accommodate various layouts simultaneously, as shown in the diagram below:



Taken all together, 440 people in the food service area (outdoor and indoor), 1,359 people in the corporate events space and La Serre (food service/standing), 184 people in the garden plots for hire, 25 market gardeners for the rooftop farm, a total of 2,008 people.

In total, the 2,008 people who potentially be present on this level would be evacuated via 9 staircases totalling 23 exit units.

In the specific case where there is simultaneous activity in the entire event space and food service area, a counting system for this level could be set up on the advice of the Designated Safety Office to correctly management of those present.

During the building permit process, the canopy fitted with luminous banners was the subject of a fire engineering study. As a result, its layout is limited to the surfaces and fittings described below.

Concerning the total capacity beneath the canopy, only the following elements will be accepted:

Ground:

- Installation of M4-classified carpeting over the entire area beneath the canopy
- Ground-based spotlights (carpeting must be kept away from the various spotlights)
- Shrubs and plants in planters and decorations that comply with the requirements of section AM19 of the Fire Safety Regulations.

Furnishings:

- Cement or metal benches rated M0 or M1
- Free-standing signage (max. 2 m<sup>2</sup> of floor space and max. 2 m tall)
- Tent structures measuring 4 m x 4 m, and made from M1-rated canvas
- All M0-rated materials
- Reception desk with M3-rated furniture (surface area less than 50 m<sup>2</sup>)
- Mobile coffee cart (max. surface area: 2 m<sup>2</sup>)
- Tables for carrying out Vigipirate security checks (M3-rated furniture)
- Dais (with sound system): max. 3 m x 2 m (limited calorific)

**Restrictions:**

- No installations in the fire lane and no closer than 8 m from the facade except for Vigipirate security checks
- No installations less than 4 m from the hydraulic devices that control the raising and lowering of the canopy

**Please note that when raising or lowering the canopy, the presence of the public under the canopy is strictly forbidden. In adverse weather conditions or in case of technical malfunction, the canopy may need to be operated when the public is present in Pavilion 6. In this case, the emergency exits on the north facade will be made accessible so that the public can be evacuated under regulatory conditions in the event of an emergency. Nevertheless, whenever the canopy is being operated, a visible safety perimeter will be set up by Viparis to prohibit the passage or presence of the public beneath the canopy. In addition, an audible alarm will sound during operation.**

Provisions specific to Pavilion 7:

Pavilion 7.3 can accommodate up to 26,220 people, requiring 54 emergency exits providing a total of 263 exit units. The pavilion has 56 emergency exits providing a total of 276 exit units. These arrangements are thus in compliance with the fire safety regulations when the pavilion is configured for a trade show or a congress (which can accommodate 15,149 people when all rooms are occupied).

If Pavilions 7.2 and 7.3 are divided into north and south sections, the doors that form part of the dividing partition may not be counted as half-exits. They are functional passageways that can also facilitate the arrival of emergency services and the work of safety officers.

There are a variety of combinations when the pavilion is in a mixed congress/exhibition configuration (see Appendix 12).

The maximum occupancy is determined as follows:

- 1 person per seat in fitted-out rooms
- 1 person per m<sup>2</sup> of exhibition surface area
- 1 person per 5 m<sup>2</sup> for the reception area (extension of the landing of the north inner lobby), or 471 people.

No occupancy has been taken into account for the surface area of the lobby. Nevertheless, when sizing exit accesses for the exhibition/foyer area, the maximum occupancy calculated on the basis of 1 person/5 m<sup>2</sup> will be added to the occupancy for the exhibition and to that for any rooms located between the four blocks and/or any rooms located on the north side (300 persons for room N02 and 300 persons for room N03).

In such a configuration, the maximum exhibition surface area shall be determined based on the number of exit accesses and exit units available in the lobby/reception/exhibition section. Open volumes will be put in place only in areas reserved for the exhibition.

Notwithstanding, whenever the majority of a mixed congress/exhibition configuration is given over to an exhibition (more than 50% of the surface area), the entire event shall be treated as an exhibition. Moreover, for congresses and exhibitions with a pre-registration system that can justify a smaller

team than stipulated in the provisions set out above, the number of exit accesses and exit units shall be determined according to Article CO 38 of the Fire Safety Regulations.

### **5.2.2 RECEPTION AREAS, EXHIBITION BRIDGE AND MEZZANINE IN PAVILIONS 1 AND 7**

When in mixed congress/exhibition configuration, the side aisles of the central section of Pavilion 1 and Pavilion 7.3 may only be used for reception areas according to the surface areas defined in the user maps. In all cases, they should comprise only transient areas (e.g. counters, reception desks, cloakrooms, etc.), no higher than 2.50 m and offering visibility of exit and emergency exit signs. In addition, fittings in the north inner lobby of Pavilion 7 will be restricted to reception desks and associated furnishings.

The allowable configurations of the Exhibition Bridge are indicated in Appendix 10. In all cases, one or two longitudinal aisles free from any obstacles and with a total width of 5 meters must be reserved for the circulation of members of the public. Emergency exits, secure waiting areas, fire hoses reels, accessible windows and smoke extraction vents must be kept clear at all times.

The intermediate level between the ground-floor level of Pavilion 1 and the Exhibition Bridge may be set up in four different ways:

- Catering or stand-up lunch
- Fashion shows
- Demonstrations
- Exhibitors' stands

Use of this space requires:

- One or two evacuation corridors with a total width of 4 metres, as well as a 2-metre-wide *non aedificandi* zone alongside the stairways and escalators. These areas shall be marked out on the floor and shall be kept completely unobstructed.
- An SSIAP 1 fire safety officer, hired by the organiser, whose remit is to look after persons with disabilities during evacuation procedures, as part of the application of Article GN 8 of the Fire Safety Regulations.

The four possible configurations are given in Appendix II.

Nevertheless, the various installations must not in any way impede:

- Signage visibility, or the use and effectiveness of existing emergency equipment
- Unimpeded movement of the public

## **5.3 OPEN VOLUMES AND AREAS THAT MUST BE KEPT CLEAR**

### **5.3.1 SAFETY AISLES**

Four-metre-wide safety aisles have been defined in the various pavilions (except Pavilions 1, 4, 5, 6, 7 and the Exhibition Bridge). Regardless of the pavilion, these safety aisles are delimited on the floor and are clearly marked on the user plans.

In Pavilions 2, 3 and 6, when adjusting the grid used by the Organiser to install stands, the positioning of these aisles may be shifted back along their entire length, up to the dotted line on the user maps appended to these Safety Specifications.

In any case, a 4 m x 4 m square must be provided in front of the exits in the shaded area on the user maps for each pavilion.

In Pavilion 6, an open volume of 8 metres free of any installations shall divide the pavilion into two spaces. A vertically retractable partition located made of M3 category material is provided for this purpose, to separate Pavilion 6.1 from 6.2, in case one of these spaces is not used.

As regards Pavilion 7, there are two configurations for the open volumes, depending on whether the event is a trade show for the general public or for professionals.

- Trade shows for the general public:

- Installation of two 4-metre-wide aisles along a north-south axis (Levels 7.1, 7.2 and 7.3)
- Installation of two 4-metre-wide aisles along an east-west axis (Levels 7.2 and 7.3)
- Installation of 4-metre-wide perimeter aisles along the outside of the exhibition areas (reduced to 3 metres along the partition bays). In Pavilion 7.1, this aisle shall be installed to the south of the exit aisle.

- Trade shows for professionals:

- Installation of two 6-metre-wide aisles along a north-south orientation (Levels 7.1, 7.2 and 7.3)
- Installation of two 4-metre-wide aisles along an east-west axis (Levels 7.2 and 7.3)
- Elimination of the perimeter aisle

Please note that for professional trade shows in Pavilion 7 in which the density of visitors is equivalent to that of general public trade shows, the open volumes shall be those listed under "General public trade shows". The decision to do so shall be made by the site's Safety Supervisor. Moreover, when the pavilion is in a mixed congress/exhibition configuration, the open volumes must be created in the trade show/exhibition part of the event. On the other hand, these open volumes are not required when Pavilion 7 (7.1, 7.2 or 7.3) is used for a congress (Type L activity).

### 5.3.2 PAVILION 1 SPECIFICITIES

6-metre-wide safety aisles are used to delimit six lots of between 3,600 and 7,100 m<sup>2</sup>.

In addition to the 6-meter-wide safety aisles, each lot must include main and secondary aisles such that the aisles account for a regulatory minimum of 33% of the total surface area accessible to the public.

Two-level stands that flank the 6-meter safety aisles must be 11 meters away from each other, or 8 meters if their ground floors are fitted with an automatic sprinkler system.

For certain trade shows, a "large-scale" stand configuration is possible. In such cases, the six lots delimited by the safety aisles shall range in size from 2,100 m<sup>2</sup> to 11,100 m<sup>2</sup>. This configuration shall be subject to the creation of a north/south safety aisle that crosses the entire space. This aisle shall be marked on the floor and must remain unobstructed (such as during the Paris Motor Show). In this specific case, the Safety Officer for the exhibition in question, working in collaboration with the Dedicated Safety Officer, will draw up an organisational smoke extraction plan, taking into account:

- On the one hand, the "large-scale stands" in question
- On the other hand, the correlation with the existing divisions within the pavilion.

At the end, the Safety Officer will draw up a hypothetical plan to extract smoke from large stands and the corresponding divisions.

These temporary guidelines will be sent to the head of the Fire Safety Control Centre in Pavilion 1.

### 5.3.3 MAIN AND SECONDARY AISLES

The other circulation aisles must, as far as possible, be located in the vicinity of the columns fitted with fire hose reels).

Main aisles must be at least 2.40 m wide, and secondary aisles must be at least 1.80 m wide.

In exhibition pavilions equipped with escalators, the Lessee shall ensure the necessary supervision to prevent any use or handling that might place the public in danger or damage the equipment.

Large stands (greater than 1,000 m<sup>2</sup>) must be designed in such a way that they do not hinder

evacuation of the public (Article T18).

Accordingly, they must include at least one secondary aisle running through the stand, in coordination with the pavilion exits, or with the adjacent main aisles. In any case, a sufficient number of aisles of sufficient width and leading to the exits must be provided. Any difference in level must be offset either using ramps with a slight incline (10%) or with a statutory flight of stairs (at least three steps with the stair nosing painted white). Obstacles such as hoses and cables that cross the aisle pathway must be covered with “boat”-type protection.

Furthermore, all levels, differences in level and platforms created within a stand must be accessible to people with disabilities in accordance with the conditions set out in the French Construction and Housing Code, the Order of 1 August 2006 and the Order of 8 December 2014, as well as with all applicable legislation concerning disabled access to public access buildings and installations.

#### **5.3.4 SEPARATION OF AREAS**

The creation by the Lessee of a physical separation in the Site’s common areas, for whatever reason, shall be considered a CONSTRUCTION SUBJECT TO PRIOR APPROVAL from Viparis Porte de Versailles.

This fitting MUST take into account required pedestrian exits.

#### **5.3.5 STORAGE AREAS**

Any storage of combustible materials (explosives, toxic materials, etc.) in the immediate vicinity of the Pavilions is prohibited.

#### **5.3.6 PROHIBITION OF INSTALLATIONS IN THE AREAS ENCLOSED BY THESE STRUCTURES**

The areas enclosed by canopies, security doors and connecting galleries intended only to facilitate access to trade shows, must be kept permanently free of any installations, equipment or exhibitions.

##### **5.3.6.1 EMERGENCY ACCESS TO FACADES AND HYDRANT PILLARS**

The obligation to keep priority routes permanently unobstructed is described in Article 2.1.1.

The Lessee must take all necessary steps to ensure that access to the pavilion facades and pillar hydrants remain unobstructed.

During hours when the event is open to the public, vehicles may only be parked in car parks or areas temporarily assigned to parking by Viparis Porte de Versailles.

##### **5.3.6.2 ATTRACTIONS VISIBLE FROM THE RING ROAD**

Any attractions, signals and mobile objects (such as drones) are prohibited, in addition to any and all effects intended to attract attention and capable of distracting motorists on this motorway.

### **5.4 EXTERIOR SPACES (FIRE LANES, EXTERIOR FITTINGS)**

#### **5.4.1 SAFETY PERIMETERS**

The safety perimeters marked in yellow and orange on the general ground occupancy plan no. DG400 and on the user maps of the adjacent loading zones appended to these Safety Specifications.

#### **Sections indicated in yellow:**

Construction is prohibited in these areas. They represent public exit areas and emergency access routes, which must be kept free at all times during opening hours to the public for the pavilions in question.

Parking around the pavilions and sections of the pavilions not open to the public is possible.

## Sections indicated in orange:

Areas assigned solely for parking road vehicles and/or technical equipment are shown in orange on the aforementioned plan DG 400.

Viparis Porte de Versailles uses these areas either as monitored car parks or to install temporary equipment to supplement the power supply, fluids and various other systems (cooling units, air compressors, materials and equipment implemented in compliance with the regulations in force). In any case, installed technical equipment that presents a particular fire hazard (generators, thermal engines, etc.) must not be placed closer than 4 metres from the pavilions' walls.

Occupation of these zones must never exceed 20% of the linear perimeter of each pavilion.

These areas may not be used for commercial activity, for the placement of machinery or presentation equipment, or for any other purpose (waste storage, etc.).

No third party may use these areas for their personal convenience, including when some parts of the pavilion are not occupied.

Failure to comply with these rules will result in Viparis Porte de Versailles taking all steps to ensure the immediate removal of the offending objects or vehicles, at the offender's expense.

Provisions specific to Pavilion 5:

Fire lanes must be at least 6 (six) metres wide. Parked along the pavement on Boulevard Lefebvre is forbidden.

Rules governing the use of loading zones:

Level 5.1: When the public is present in the exhibition area in question of Pavilion 5.1 and in the conference rooms, the lane must be completely free of any storage, temporary facilities, and parked vehicles Deliveries are prohibited.

Levels 5.2 & 5.3: During setup and breakdown periods, the Lessee shall comply with provisions regarding the possibility for vehicles to make a U-turn at either end of the fire lanes.

### – PLEASE NOTE –

When the public is present, parking is prohibited within a 10-metre-wide section of the road opposite pavilion 5.2 and within a 12-metre-wide section opposite pavilion 5.3 to ensure that the public can properly evacuated.

#### 5.4.2 MAXIMUM LOADS IN EXTERIOR AREAS

Signs clearly indicating the maximum authorised loads are posted at the entrances and in the vicinity of the buildings in question.

Everyone must comply with these load restrictions, in particular general contractors, handling personnel, exhibitors and transport firms involved in the setup and breakdown of stands.

Particular attention must be paid to the passageways in Pavilions 7 and 5 (see Appendix 9).

The Lessee must take all necessary measures to ensure compliance with these restrictions.

Given the significance of the floor structures in the area around Pavilions 5 and 7, the Lessee authorises Viparis Porte de Versailles to have offending vehicles moved at the expense of the offender and by any appropriate means.

#### 5.4.3 AREAS LOCATED BENEATH THE RING ROAD

Except for the purposes of parking, use of the areas beneath the ring road viaduct is subject to the approval of Viparis Porte de Versailles so that a fire control plan can be drawn up.

Assuming this approval is granted, the calorific value must be limited to 400 megajoules per m<sup>2</sup>.

#### 5.4.4 AREAS IN THE VICINITY OF THE RING ROAD

Except for the designated supports for such a purpose, no signage, advertisements or illuminated signs may be installed that are visible from the ring road.

#### 5.4.5 LOADING ZONE V AND GATE A

##### 5.4.5.1 LOADING ZONE V

No structures may be installed in this public exit area.

However, after obtaining the prior consent of Viparis Porte de Versailles, part or all of its surface area may be covered over, subject to the following conditions:

- No elements, including those supporting the covering, shall encroach on this area
- The structure must not include any side walls
- The height beneath the covered area must be at least 2.25 m
- The fixed elements that contribute to the safety of the site must be authorised by Viparis
- The request for the covering shall be included in the application file submitted to the Prefecture of Police, prevention sub-directorate, 8th bureau

##### 5.4.5.2 GATE A

Behind the side counters of Gate A, the construction of a canopied reception area shall be authorised within the limits laid down in the user map.

#### 5.4.6 PAVILION FACADES

Information about events may only be attached to structures intended for that purpose, in compliance with the provisions of the occupancy permit concluded with Viparis Porte de Versailles.

##### 5.4.6.1 CONSTRUCTIONS PROTRUDING FROM THE FACADES

As an exemption from the requirements of paragraph 5.4.1, the following temporary structures may be authorised, subject to the consent of Viparis Porte de Versailles and the Prefect of Police, after approval by the Safety and Accessibility Advisory Committee (plans must be included with the permit application):

- **CANOPIES, AWNINGS, SIGNAGE**

These structures are used to highlight the entrance to trade shows. They are limited to the façades of certain pavilions (see list below), they are to be installed exclusively adjacent to the doors and must not exceed 4 metres in depth. They must not encroach on the existing exit accesses and priority lanes under any circumstances.

They may have two side-hanging sections, but they must not under any circumstance be closed on the side facing the entrance.

No structure may be wider than the door in question.

The total physical stability of these structures must be ensured, together with their resistance to wind and, in the event of side-hanging sections, a surging crowd.

They may only be installed on the following façades:

##### ■ Pavilion 1

The north facade of Pavilions 1.1, 1.2 and 1.3, provided the depth does not exceed the width of the existing pavement.

##### ■ Pavilion 3

On the South facade. On the East facade.



#### ■ Pavilion 4

- In front of the SEPE doors, a single canopy per compartmented area.
- In front of the groups of standard doors, two daises per compartmented area (mutually exclusive with the SEPA doors)

#### ■ Pavilion 5

No canopy or awning may be installed in front of the doors to Pavilion 5.1 on the side of the semi-covered terrace. No structures are allowed on the central landing around the Pavilion 5.2 escalators on the side of the Gate A plaza.

Pavilion signage must be installed on devices intended for that purpose.

#### ■ Pavilion 7

Signage is only permitted around the doors to the reception area in Pavilion 7.1. It may be no deeper than 1m and may not encroach on the width of the exits.

All arrangements not mentioned above and that have not received a favourable opinion from the competent safety commission are strictly prohibited.

### 5.4.6.2 DOUBLE-ENTRANCE SECURITY DOORS PROTRUDING FROM THE FACADES

These structures, which make it possible to provide a covered and heated access area, closed on all 4 sides, are only authorised at the following three pavilions:

#### ■ Pavilion 1

South facade, surrounding span 13.12, provided the depth does not exceed the width of the existing pavement.

#### ■ Pavilion 2

Beneath the existing awning, within the outer limits of span 22.01, indicated on the user map appended to the Safety Specifications.

#### ■ Pavilion 3

South facade, at the level of the safety aisle, span 31.09 G, provided the depth does not exceed 4 m.

### 5.4.6.3 TEMPORARY CONNECTING GALLERIES

#### **Between Pavilions 7 and 3, Pavilions 7 and 4 or between Pavilion 7 and Terrace H (Appendices 3 and 4)**

Before any use within the context of a trade show, the Lessee must submit a proposal to Viparis Porte de Versailles and to the Prefecture of Police, stipulating that the structure will be in compliance with Appendices 3 and 4 of these Safety Specifications (the application must be filed at least two (2) months before the trade show opens to the public).

#### **Between Pavilions 3 and 4 (see Appendix 5).**

# 6 REGULATIONS GOVERNING INSTALLATIONS

## 6.1 ELECTRICAL INSTALLATIONS

As long as the event is being supplied with electrical power, the Lessee undertakes to ensure that qualified technicians familiar with the electrical installations are on duty to monitor them. The Lessee must be able to prove this immediately upon request.

During the hours an event is open to the public, the number of such personnel shall be equivalent to 1 person per 6,000 m<sup>2</sup> of gross exhibition area. These personnel must be provided by Viparis Porte de Versailles.

Power for each stand is supplied either from fixed installations in the pavilion in question or from semi-permanent installations.

Semi-permanent installations are installed, operated and maintained by Paris Expo Services or its sub-contractor, and are its sole responsibility.

For each stand, each semi-permanent installation shall consist of the power cable and the appropriate switch box for the power level requested by the Exhibitor or the Lessee – hereinafter referred to as the "User" for the purposes of this document.

The switch box is the responsibility of Paris Expo Services or its subcontractor. It is strictly prohibited for any person not authorised by Paris Expo Services to operate the switch box.

The box is fitted with an overcurrent protection device and is shielded from indirect contact via a circuit breaker. It has a grounding terminal and connecting terminals or clamps available to the User for specific electrical installations in the stand.

The boundary between a stand's semi-permanent installation and individual electrical installation is located at the connecting terminals or clamps of the switch box.

This switch box and in particular the power cut-off device must remain accessible to authorised personnel and emergency services.

However, as the User is responsible for the switch box, he or she must check its proper functioning on a regular basis and notify Paris Expo Services of any failures.

It is strictly prohibited for the User to power another stand from the switch box placed at his or her own stand.

The User is responsible for ensuring that a stand's individual electrical installations, particularly the lighting and power outlet networks, are installed by individuals who are aware of the risks of the event and who have the skills and expertise required to design and carry out (or have carried out) the work in compliance with regulations.

In particular, the User must ensure that the installed 30 mA residual current device is in compliance with regulations applicable to his or her individual stand installation.

- Stands with electrical power of more than 36 kW must be powered individually.
- Works must be carried out in compliance with the provisions of:
  - Standard NF C 15100 in force
  - Article T 36 - Specific stand installations – Order of 18 November 1987, as amended.

As long as power is being supplied to stands, Paris Expo Services shall ensure that qualified personnel with knowledge of the fixed installations are on duty.

During the hours an event is open to the public, the number of such personnel shall be at least that required by regulations (1 person per 6,000 m<sup>2</sup> of gross exhibition area).

Electrical switchboards with a capacity greater than 100 kW must be installed in accordance with the conditions set out in Article EL 9b of the Order of 25 June 1980. They must have an emergency

shutoff switch that is easily accessible to authorised personnel and emergency services, so that the stand's power supply can be cut in the event of a technical incident. They may not be installed beneath a stand's upper floor

Installations beneath the mezzanine must not exceed 100 kW. All installations must be set up on the ground-floor level of stands.

The User undertakes to ensure that the stand's individual electrical installation is inspected by an independent engineering consultancy, and to provide proof of such an inspection immediately upon request.

Following notification from the Prefecture of Police's Office for Public Access Buildings (BERP) dated 9 October 2018, the use of battery-type energy storage units (lead-acid, Lithium-Ion, NCM, Redox-Flow, Sodium-Sulphur or Zebra batteries, etc.) is prohibited in the pavilions.

[Addendum no. 1 \(October 2018\) PDV Safety Specifications OCTOBER 2018\)](#)

## **6.2 ALLOWABLE LOADS (FLOORS AND STRUCTURE)**

### **6.2.1 ALLOWABLE FLOOR LOADS**

When stands are being installed, the Lessee is required to comply with the load restrictions indicated in Appendix 9 and to ensure compliance by exhibitors.

These areas are clearly delimited on the user maps included in Appendix 7.

### **6.2.2 FIXTURES AND FITTINGS SUBJECT TO PRIOR APPROVAL**

Any loads that exceed the load limits may, if they are essential, be transported and installed using exceptional modifications.

Any Lessee who wishes to examine such an option must submit a written request to Viparis Porte de Versailles, accompanied by the necessary technical data, one month prior to the date that a response is required.

### **6.2.3 FLOOR POINT LOADS**

During handling, loads that are generally allowable are sometimes shifted onto smaller surface areas. The resulting pressure may seriously damage the ground surface, regardless of the nature of the surface.

The Lessee is responsible for ensuring that loads are appropriately distributed by having the handling personnel place flat, rigid surfaces on the route taken by the hoisting equipment.

### **6.2.4 RIGGING POINTS**

Attachments to a pavilion's ceiling or structure may only be made at the rigging points identified by Paris Expo Services. Accordingly, only Paris Expo Services is authorised to intervene with respect to these points.

Temporary installations suspended from rigging points by slings may only be set up after drawings and calculations carried out by an independent accredited inspection body are submitted to Paris Expo Services, which may require that additional rigging points be installed, should the calculations show that this is necessary. A sling cannot support more than 80kg.

**For Type T events** and by analogy with Type L (L57) and with Large Multi-Purpose Buildings (GEEMs) (Article 7), stands accommodating more than 300 people and two-storey stands must be inspected by a body accredited by the Ministry for Housing (section A1), or by a body accredited by the Ministry for the Interior (section 15.1.3 design / construction).

Special non-repetitive rigging points and technical installations (lighting trusses, structures, gantries) must be inspected by an accredited body or a competent technician.

However, the competent technician must carry out the inspection under the following conditions:

– The points listed below must be checked by the competent technician in charge of installing the slings:

- The installation must be in accordance with the plan provided
- The rigging thimbles must be checked for any deformations
- Visual inspection of the cable (pinching, twisting, etc.) ;
- Verification that quick links are properly closed
- Quick links must be positioned in the right direction
- Compliance with authorised sling points
- Compliance with the maximum sling usage angles

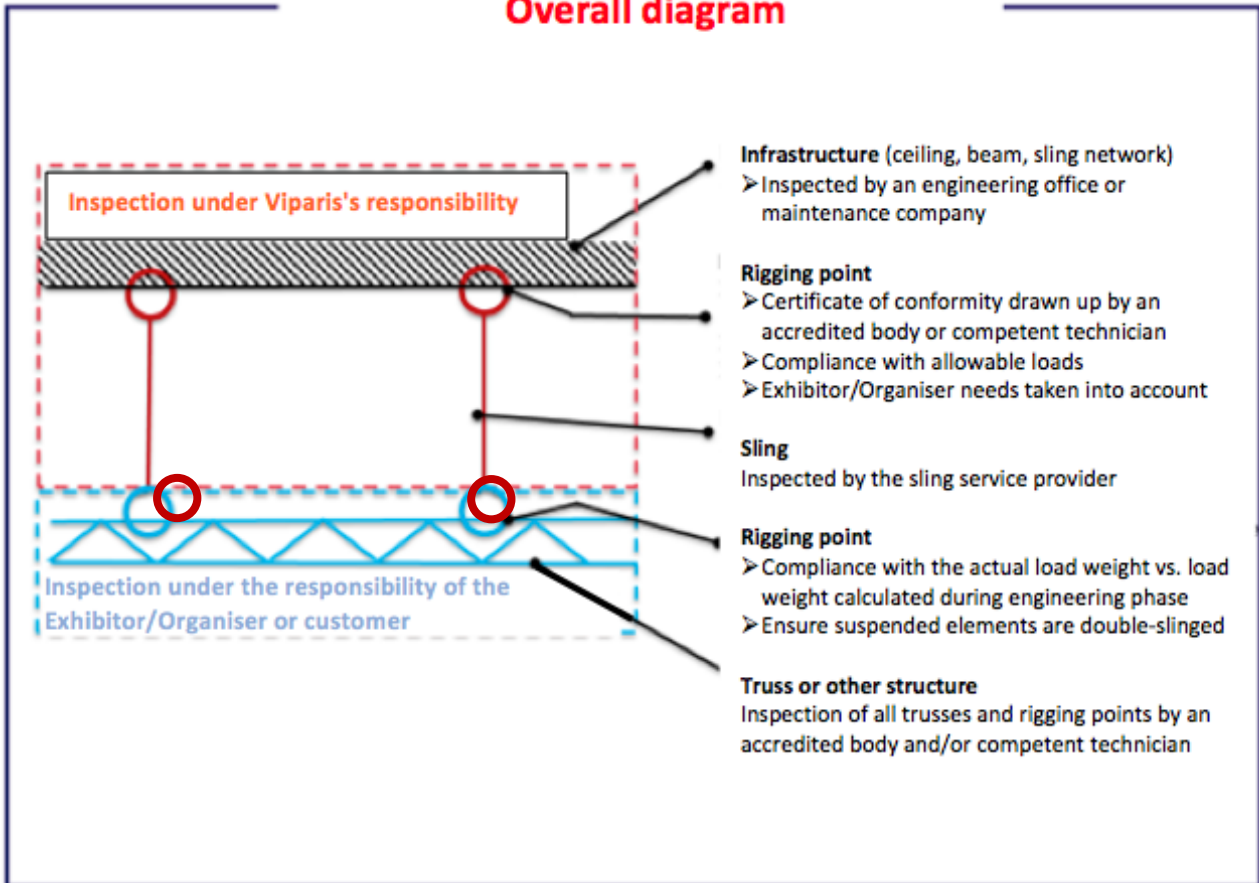
At the end of these checks, the certificates drawn up by the body or bodies accredited by the Ministry for the Interior or the competent technicians (red section on diagram §4) will be provided to RUS VIPARIS prior to the opening to the public of the event in question.

– The points listed below must be checked by the competent technician from the installer of the suspended structures:

- – Conformity of the installation with the specifications in the manufacturer's technical notice and, in particular, compliance with the load charts and any calculation notes, light bridges installed in the proper direction, inspection of installation of rigging clips, etc.
- – Use of hoisting equipment that have been duly checked (periodic inspection according to the standards in force) and that are of equal and synchronous power
- – Compliance with the technical specifications established by the event organiser
- – Compliance with the specifications indicated on the plan provided and compliance with the site's technical specifications
- – Use and implementation of hoisting accessories (cables, slings, shackles, links...) in compliance with the standards in force
- Compliance of the rigging points on the suspended structures with the standards in force in coherence with the loads to be supported
- Installation of safety slings in a taut position, particularly for electric hoists
- Double securing of technical elements installed on the lighting truss or the suspended structure, e.g. spotlights, screens, speakers, signage elements, etc.

At the end of these checks, dated and signed certificates (blue portion on diagram §4), comprising the aforementioned points and drawn up by the body or bodies accredited by the Ministry for the Interior or the competent technicians, shall be provided to the mandated Safety Officer (see Article T 6 of the Fire Safety Regulations) who, in accordance with the provisions of the Fire Safety Regulations, shall be responsible for ensuring compliance with the requirements of the specifications referred to in Articles T 4 and T 5. This handover shall be carried out prior to the opening to the public of the event in question.

## Overall diagram



Installations	Inspection body for Type T events	
	Accredited body	Competent technician*
Tiered seating for less than 300 people		X
Tiered seating for more than 300 people	X	
Two-storey stands	X	
Specific rigging arrangements	X	X
Lighting and sound trusses	X	X

\*Competent technician: a person designated as competent in the technical field in which he or she practices (the competence of a technician may raise from his or her professional diplomas or qualifications within the company in question).

Addendum no. 2 (May 2019) PDV Safety Specifications OCTOBER 2018)

## 6.3 USE OF THE SPACES

### 6.3.1 INTERIOR FITTINGS

Interior fittings and finishings in the pavilions must not hinder the automatic sprinkler system, smoke extraction and fire detection.

Stands must be set up in accordance with the provisions of Articles T 21 to T 24 of the Order of 18

November 1987, as amended.

In accordance with the provisions of the Order of 24 September 2009 (in force since 2 January 2010), all of the materials that comprise the stands as well as the general décor for the event must be the subject of a flammability rating report. These reports must be submitted to the Safety Officer, who will make them available to the Safety Committee. Each copy of the report must indicate the stand name and number.

In accordance with the provisions of Article T 52, crates, wood, straw, cardboard boxes, etc. may not be placed in the exhibition area, stands and exits accesses.

Stands or premises whose surface area exceeds 50 m<sup>2</sup> with ceilings, false ceilings or awnings, as well as those with an upper floor, and those not in compliance with the conditions of Article T21 § 1 (no obstacle to the proper functioning of smoke removal, smoke detection or automatic sprinkler systems) must be fitted with suitable fire extinguishing equipment, serviced on an ongoing basis by at least one safety officer when the event is open to the public.

Stand storerooms will be created:

- Either by drawing on the provisions of Article M 16 for "adjacent storerooms", maintaining a distance of no less than 8 metres from the exhibition area open to the public and on the periphery of the non-commercially operated "dead zone". Where necessary, these arrangements shall be included in a plan for the approval of the Designated Safety Officer or by the Prefecture of Police's investigative departments.
- Or by fitting out rooms in compliance with the requirements of Articles CO 28 and T 13, which must be monitored when the event is open to the public. Marquees, tents and structures (CTS) must comply with the provisions of Articles CTS 1 to CTS 37, except for Article CTS 5, and with Articles T22 and T23 § 1.

As a result:

- Tent-like structures (CTS) are forbidden on upper floors and may not be placed beneath an awning
- Their surface areas must be less than 300 m<sup>2</sup>
- There must be at least 4 meters between them or in relation to a stand on the upper floor
- Their surface areas should be taken into account when calculating the ceiling and false-ceiling surface areas in order to represent no more than 10% of the surface area in question.

The surroundings must not negatively affect CTS safety levels.

### **6.3.2 AUTHORISED FIXTURES AND FITTINGS**

Once the layout dossier of the event has been approved by the Safety Officer and, where necessary, by the Safety Committee, the Lessee may have the companies of its choosing perform all installation and decoration activities that do not require work on the existing buildings, facilities or networks.

### **6.3.3 FIXTURES AND FITTINGS SUBJECT TO PRIOR APPROVAL**

All other work shall be subject to prior approval by Viparis Porte de Versailles which, if it authorises this work, shall entrust it to the companies of its choosing and will oversee the work itself.

This applies in particular to:

- Work related to the heating and flue systems
- Any work involving walls and structural elements
- Openings in the pavilions' permanent walls
- Floor trenches for pipes or wiring

- Foundations intended for machinery, and in general any work involving the subflooring
- Any installations requiring materials or technology other than those used for routine installation of lightweight stands.

In addition, any activities involving the roof of the building or access to the roof are prohibited.

#### 6.3.4 FITTING OUT ROOMS IN THE PAVILIONS

Fitting out a meeting or conference room in an exhibition pavilion must comply with the provisions of:

- The Order of 25 June 1980, and in particular Articles C038, C039, C043 and AM 18 relating to exits, exit accesses and fitting out of the room
- The Order of 5 February 2007, as amended, relating to Type L Public Access Buildings (meeting rooms, conference rooms, etc.).

If the pavilion's safety lighting does not provide the room with sufficient light, the room shall have its own safety lighting generated by self-contained safety lighting equipment.

The room's public address system must be able to be overridden by the safety address system of the pavilion concerned, and must comply with the provisions of Article L16 §2 of the fire safety regulations.

The fitting work shall be subject to approval from the Safety and Accessibility Advisory Committee. The work must be completed in full prior to the Safety Committee's inspection.

#### 6.3.5 FITTING OUT COVERED PARKING AREAS WITHIN THE PAVILIONS

The use of pavilions as car parks is subject to approval by the Prefecture of Police's investigative departments after submission of a GN6 application.

Access to these converted car parks is restricted to utility vehicles, motorcycles and vans weighing less than 3.5 tonnes, by analogy with Article PS 1 of the Fire Safety Regulations.

In such an exceptional situation, the following provisions must be complied with:

- The number of vehicles in each pavilion shall be limited with respect to the provisions of Article PS18 §3 (extract rate of 600 m<sup>3</sup> / hour / vehicle / compartment, since every pavilion is fitted with an automatic sprinkler system)
- The presence of fire extinguishers and sand boxes in compliance with provisions relating to car parks
- The emergency exits must remain open
- Floor markings must be present, in compliance with the French Highway Code
- The presence of parking places reserved for persons with limited mobility; these must be located near emergency exits and duly marked.;
- The pavilion must be monitored during its use as a car park, based on the provisions of Article 7.1 of the Specifications
- Instructions must be issued to SSIAP officers in charge of monitoring the pavilion

#### Summary table of pavilions used as car parks

Pavilion in question	Number of spaces for utility vehicles	Number of spaces for persons with limited mobility
Pavilion 1	1,100	20
Pavilion 3.2	405	9
Pavilion 4	482	10
Pavilion 5.1	136	3
Pavilions 5.2	314	7
Pavilion 6	320	7
Pavilion 7.1	405	9



### 6.3.6 USE OF LOADING ZONES

After authorisation is given by Viparis, some loading zones can be used for other purposes:

- Pavilion 7.4:
  - 12 different areas have been identified (see user map for Pavilion 7.4)
  - The designated areas can accommodate the following activities: Type L events: open-air cinema, fashion shows, performances of various types. Type M events: markets. Type N events: luncheons, drinks receptions, dinners, picnics. Type X events: sporting events (street football, skateboarding, track events, etc.). The number of staff will be determined based on the type of event and according to the available emergency exits, in accordance with the provisions of the Fire Safety Regulations
  - The various spaces are accessible to persons with disabilities
  - The installation of tent-like structures (CTSs) in these zones will only be authorised if all the technical provisions permit it: floor load and compliance with the provisions of the Decree of 23 January 1985, as amended.
  - The floor resistance is 600 kg for all spaces except wooden flooring and car park culvert covers along pedestrian walkways
  - The various spaces have the following emergency equipment: one Category A fire safety system, ten dry risers, a team of SSIAP fire safety officers, emergency lighting powered by two central sources and fire extinguishers.
  
- Top level of Car Park R (open air):
  - Area whose level in relation to the highest level accessible to emergency services is 27 meters (construction features specific to well-aired car parks). Top level with guardrails in accordance with the provisions of standard NF P 01-112)
  - Theoretical capacity based on the activity (Type L, N or X events) with a maximum of 1,000 people
  - Any tent-like structures (CTSs) must be in compliance with the provisions of the Order of 23 January 1985, as amended
  - The exit accesses shall be in compliance with the provisions of article CO 38 of the Fire Safety Regulations (5 enclosed stairways of 2 exit units each). In emergency situations, persons with disabilities can be evacuated using two emergency lifts
  - The area has the following emergency equipment: a Type 1 alarm for car parks Five 100-mm dry risers Emergency lighting powered from a central source Fire extinguishers and monitoring provided by SSIAP fire safety officers

## 6.4 OPERATIONAL CONFIGURATIONS AND EXIT ACCESSES

See table § 5.1.1.

## 6.5 ACCESS TO EMERGENCY EQUIPMENT (FIRE HOSES, ETC.) AND TO EXITS

Stands must be installed so as to not impede access to fire hose reels and manual smoke extraction controls.

If fire hose reels are located inside stands, they must remain visible and accessible.

Exit signs and emergency equipment signs (fire hose cabinets, smoke extraction controls, safety intercoms, manual activation devices, etc.) must remain fully visible at all times.

If fittings such as awnings, false ceilings or partitions interfere with this, the Lessee must re-establish the visibility of all signage and markings.

In addition, where applicable, the layout of the stands must not interfere with the full functioning of the automatic fire detectors.

### 6.5.1 FIRE DETECTION SYSTEM

Pavilions 1, 4, 5, 6 and 7 are equipped with an automatic fire detection system.

With respect to Pavilions 1, 4, 5 and 7: depending on the type of trade show, event or activity planned, the fire safety control rooms can be activated during setup and breakdown periods.

### 6.5.2 GENERAL EVACUATION ALARM

The exhibition pavilions are equipped with an emergency public address system. If required, a pre-recorded evacuation message may be broadcast. All measures must be taken to ensure that the message is audible under all circumstances.

For this purpose, in the event of commercial announcements, the Organiser and Exhibitor must request that Viparis Porte de Versailles ensure that commercial announcements may be overridden by the system for broadcasting evacuation messages, at the expense of the Organiser or Exhibitor. The evacuation message system will always have priority over background music and commercial announcements introduced up by Organisers and Exhibitors.

Similarly, no message broadcast over the commercial address system should generate uncontrolled crowd movements.

Special case of Pavilion No. 5: it has one alarm zone only. Accordingly, regardless of the number of Lessees, a general evacuation shall be carried out simultaneously for Pavilions 5.1, 5.2 and 5.3, including the conference rooms.

### 6.5.3 FIRE COMPARTMENTATION

Pavilions 1, 2 and 4 have compartmentation systems (fire curtains) that are controlled manually. Only the two systems in Pavilion 4 are irrigated. To enable their use, an aisle 3.40 m wide and clear of any installations and marked on the floor must be maintained. Access to the side passages located in the fire protection towers must be guaranteed.

### 6.5.4 SMOKE EXTRACTION IN EXHIBITION AREAS

- Installation of natural smoke extraction systems in Pavilions 1, 2 and 3
- Installation of natural and mechanical smoke extraction systems in Pavilions 4, 6 and 7
- Installation of a mechanical smoke extraction system in Pavilion 5 and its loading zone

#### **Smoke extraction:**

The manual extraction controls are located to the sides of the pavilions; they are marked in white letters on a red background, and must always be visible.

#### **Air intake:**

Air flows in through the doors, some of which open automatically. These doors are known as SEPE doors (Système Entrée d'Air et Evacuation du Public – Air Intake and Public Evacuation System) – There are 9 in Pavilion 4 and 8 in Pavilion 1.

They cannot be taken into account as part of the application of Article T 20.

#### **Special case of the replacement of a SEPE door by a security door or standard set of doors:**

If the Organiser intends for the public to enter through these doors, security doors or a standard set of doors will be provided by Viparis Porte de Versailles.

These can be installed according to the following restrictions:

**1 security door** per compartmented area.

Viparis Porte de Versailles must receive any requests for alterations no later than one month prior to the entry into the premises.

Stands must be set up in such a way as to not hamper the effectiveness of the installed smoke extraction system and the complete evacuation of the section in question.

### 6.5.5 RECEPTION OF INDIVIDUALS WITH DISABILITIES

The exhibition pavilions are all accessible to individuals with disabilities (ramps or elevators in certain cases). Signposted elevators provide access to conference rooms and washrooms. For this purpose, a public accessibility log is available at the Site's information desk.

### 6.6 CEILING HEIGHTS

All ceiling heights are indicated on the user maps (see Appendix 7).

### 6.7 FIRE CLASSIFICATION OF MATERIALS

TYPE OF FITTING	CLASSIFICATION	REMARKS
Wall cladding	M2 C-s3, d0 or M2	On the premises or in exit accesses Elements projecting outward if their surface area is greater than 20%
Floor covering	Dfl-s2 or M4	Floor coverings must be correctly affixed to the floor. The materials or products used to affix the covering must not alter the fire classification of the material.
Moveable decorative elements whose surface area is greater than 0.5m <sup>2</sup> Decorative elements in spaces with a surface area greater than 50m <sup>2</sup>	M1	
Advertising panel or equipment	M1 if room is in performance configuration	
Moveable decorative elements in the auditorium	C-s2, d0 or M2	Includes flags, banners and any and all textiles made available to the public by the organiser
Wall hangings and curtains	M2 M1 M2	Prohibited across exit accesses and in any rooms with a surface area greater than 50m <sup>2</sup> In stairwells As cladding for fire doors
Stage curtains or podium	M1	Regardless of the surface
Large furniture and primary finishings	M3	Does not apply to moveable/standard furniture
Raised flooring	Cfl-s1 or M3	Methods are set out in Article AM17
Seats	M3	See technical notice dated 6 March 2006
Floral decorations and Christmas trees	M2	The use of Christmas trees is governed by Article AM 19

## 6.8 TEMPORARY INSTALLATION OF COOKING DEVICES

### 6.8.1 POWER CAPACITY LESS THAN 20 KW

Cooking and warming devices with a total wattage of less than 20 kW per stand are authorised in the exhibition pavilions subject to the terms set out in Articles GC16 and GC17.

Every effort must be made to separate two cooking devices (with wattage of less than 20 kW and installed on two different stands) by at least 3 metres. Moreover, cooking devices installed within stands must not be accessible to the general public.

Cooking devices, as part of temporary kitchens installed in the exhibition pavilions, must comply with the relevant standards. They must be affixed to the floor if they are not sufficiently stable, they must have an emergency switch to cut the power supply, and they must be isolated from any and all adjacent flammable material by a clear space of at least 0.50 meters.

Steam must be filtered and deodorised using three successive filters:

- 1) A metal mesh filter
- 2) A media or electrostatic filter
- 3) An activated carbon filter

The filter size will be roughly 0.5 m<sup>2</sup> per square metre of cooking device. The exhaust flow will be 400 m<sup>3</sup>/hour per square metre of cooking device

All cooking steam and smoke must be captured by a wraparound extractor and a mechanical extraction device.

The extractor will be closed on three sides with a lower section 0.80m above the hob.

Water containing grease must be discharged into grease traps before being evacuated into the wastewater system.

### 6.8.2 POWER CAPACITY GREATER THAN 20 KW (GAS AND ELECTRICITY COMBINED)

Cooking devices with total wattage of more than 20 kW must have grease and steam extraction ducts connected to the outside of the pavilions. These devices must be installed:

- Either in a large, separate kitchen in compliance with the provisions of Sections I and II of Articles GC.
- Or in specialised modules or containers (Article GC 18) with the following characteristics:
  - Cooking and warming devices may be powered only by fuel gas or electricity. These devices must bear the CE marking, issued under the terms of European directives. Each specialised module or container must contain a single emergency shutoff device per energy source. This device must lock when in the latched position, be correctly identified, and be easily accessible from the outside of the module or container.
  - The inner walls have a 1-hour or EI 60 fire resistance rating and any coverings must consist of materials with a reaction-to-fire rating of M0 or A2-s1, d0 and A for floor coverings
  - During operation, side openings are authorised provided they have a closing device and a 1-hour or EI 60 fire resistance rating, in compliance with the following paragraph
  - The closing devices for the side openings must be in compliance with standard NF S 61-937. They must be self-activated and remotely controlled:
    - By manual action via an adjacent control device
    - By an automatic control linked to the container's automatic extinguishing system

- Exhaust, steam and airborne grease must be evacuated outside of the building via a duct made of materials with a reaction-to-fire rating of M0 or A2-s1, dO. This duct must be equipped with a fire valve with a 1-hour or EI 60 fire resistance rating that is placed on the module or container wall. The valve must be in compliance with standard NF S 61-937. It must be controlled under the same conditions as the closures for side openings.
- The specialised module or container must include an automatic extinguishing system and an easily accessible extinguisher, suitable for the type of risks present
- As an exception to Articles GZ7 and GZ8, cylinders containing 35 kilograms of liquefied gas are allowable providing:
  - There are no more than two of them
  - They are attached and connected to the module or container as a unit
- The safety and shut-off devices are protected by a cover or grid protection that prevents accidental movements
- Cylinders must be not changed or connected when the public is present
- Maintenance must be performed in accordance with the provisions of Article GC 21. The maintenance logbook must be provided to the Safety Committee.

The grease and steam extraction ducts must be cleaned after each setup and at least once every six months.

By equivalence, for cooking areas at food stands where the wattage is greater than 20 kW, an enclosed space may be set up within the stand with the following minimum characteristics or equipment:

- Surrounding vertical walls that are 2.5m tall and doors fitted with door closers with an FD 60 fire rating
- Placement of an extractor over the cooking areas, with a system for extracting waste gases and grease fumes, connected to the outside of the building
- A temporary automatic fire extinguisher placed over the cooking areas
- No other cooking area at the stand in question

The use of cooking or warming devices for demonstration purposes whose wattage is greater than 20 kW shall be non-continuous and at scheduled times during the day. In this case, the cooking and warming devices, such as "machinery and equipment presented in operation" within the meaning of Article T39. The protective measures shall be defined based on the risks.

Similarly, culinary presentations of devices whose wattage is greater than 20 kW shall be done at scheduled times during the day. As a result, these devices are deemed to be culinary demonstration stations for educational purposes. To this end, the provisions of Article T39 shall apply. Moreover, if gas is used, the device in question shall be fitted with an extraction hood connected to the outside of the pavilion in question.

Cooking competitions supervised by a jury that take place in a space with between 8 and 10 cooking stands (maximum) shall be subject to the following provisions:

- A box walled off with an M3-rated partition and exclusively fitted with an oven or electric hob
- Each equipment set must have an installed wattage of less than 20 kW
- There must be no less than 3 metres between each set of cooking equipment
- The use of gas is prohibited

Bringing a food truck into the pavilions in connection with a cooking area is strictly prohibited. However, bringing in this type of vehicle without a cooking area shall be subject to the following provisions:

- When the vehicle is parked, its fuel tank must be drained or fitted with a lockable cap

- Battery terminals must be rendered inaccessible using a protective device

### **6.8.3 PROVISIONS RELATING TO GAS CYLINDERS**

Gas cylinders in use must always be placed out of the reach of the public and must be protected against shocks.

They must be either:

- Separated by a rigid, non-combustible screen, and installed at a rate of one cylinder per 10 m<sup>2</sup>, with no more than six cylinders per stand
- At least 5 meters apart, with no more than six cylinders per stand
- Disconnected gas cylinders, whether empty or full, must be stored outside of the pavilions

## **6.9 HYDROCARBONS**

### **6.9.1 USE OF LIQUEFIED HYDROCARBONS**

The use of liquefied hydrocarbons is subject to the provisions of Article T 31 of the Order of 18 November 1987 and of Article GZ 18 of the Order of 25 June 1980.

### **6.9.2 PROHIBITED MATERIALS, PRODUCTS AND GASES (ART. T45)**

- The use of any motorised remote-controlled aircraft or drone (Order No. 97.11628 of the Prefect of Police)
- The use of wood- or charcoal-fired barbecues is strictly forbidden throughout the complex, with the exception of demonstration products after authorisation from the Dedicated Safety Officer
- The distribution of samples or products that contain a flammable gas
- Balloons inflated with a flammable or toxic gas
- Items made of celluloid
- Explosives
- Fireworks
- The presence of diethyl ether, carbon disulphide, ethyl ether or acetone

Where water-treated pools have been installed for a trade show, the following provisions must be complied with:

- The use of chlorine gas is prohibited
- Disinfectants must be stored outside of the pavilions
- Servicing of the disinfection systems must take place outside of opening hours

A maximum of six gas cylinders per stand is allowed, with one cylinder per 10 m<sup>2</sup>.

## **6.10 LASERS**

LASERS (ART. T44 AND TECHNICAL GUIDELINES REGARDING THE USE OF SPECIAL INSTALLATIONS)

Prior to using lasers, the Exhibitor must:

- Apply for a permit from the Prefecture of Police
- Submit technical instructions along with a diagram of the installation
- Provide a document drafted and signed by the installer, certifying compliance with the provisions of Art. T 44.

## **6.11 HEAT ENGINES, RADIOACTIVE MATERIALS**

### **6.11.1 MACHINERY AND EQUIPMENT IN OPERATION (ART. T39 AND T40)**

These provisions are aimed at protecting the public against the hazards of injury, burns and crushing. Moving parts, hot surfaces and sharp points and edges must either be protected by a rigid screen or placed at least one meter away from the aisles.

The hydraulic safety devices of machinery in a raised static position must be supplemented by a mechanical device to prevent untimely folding. All equipment must be properly stabilised to prevent the risk of toppling.

### **6.11.2 HEAT OR COMBUSTION ENGINES (ART. T41)**

The installation and operation these devices require a special permit from the Prefecture of Police after approval from the Safety and Accessibility Advisory Committee (see Appendix 1). Combustion gases must be evacuated according to the plans approved by Viparis Porte de Versailles. Devices must be switched off as soon as the demonstrations have ended.

Heat or combustion engines and demonstration chimney ducts must be equipped with a device to evacuate flue gases to the outside.

### **6.11.3 RADIOACTIVE MATERIALS - X-RAYS (ART. T43)**

The site plan must be sent to the Site Safety Supervisor to be kept at the General Safety Station. A permit application must be submitted to the Prefecture of Police prior to use.

# 7 FIRE SAFETY RESOURCES



## 7.1 THE FIRE SAFETY SERVICE

Viparis Porte de Versailles shall ensure the presence of the following staff:

- 3 SSIAP agents, including 2 team leaders at the Security Control Room 24/7.

When the event is open to the public, Viparis Porte de Versailles shall ensure the presence of the following staff:

- 3 qualified SSIAP 2 agents, including 1 team leader, equipped with a light-duty emergency vehicle

In addition, within Pavilions 1, 4 and 5, which are equipped with a Fire Safety System:

- 1 SSIAP 2 agent and 2 SSIAP 1 agents shall be present at the fire safety control room in Pavilion 1 when the building is fully occupied 1 SSIAP 2 agent and 1 SSIAP 1 agent shall be present at the fire safety control room in Pavilion 1 when the building is partially occupied
- 1 SSIAP 2 agent and 1 SSIAP 1 agent at the fire safety control room in Pavilion 4
- 1 SSIAP 1 agent shall be present at the fire safety control room in Pavilion 5 (integrated into the Security Control Room)
- 1 SSIAP 1 agent shall be present at the fire safety control room in Pavilion 6 (integrated into the Security Control Room)
- 1 SSIAP 2 agent and 3 SSIAP 1 agents shall be present at the fire safety control room in Pavilion 7 when the building is fully occupied 1 SSIAP 2 agent and 1 SSIAP 1 agent per level in Pavilion 7 when the building is partially occupied. For the occupation of Pavilion 7 outside of the pavilion's opening hours, 1 SSIAP-2 agent and 2 SSIAP-1 fire safety officers.

In addition, organisers of Type L events or events with a secondary Type L activity must ensure the presence of a safety team, in accordance with the provisions of Article L 14 of the Fire Safety Regulations.

## 7.2 UPKEEP AND INSPECTIONS

Technical checks shall be carried out in compliance with the provisions of Articles GE 7, GE 8, GE 9 and GE 10 of the fire safety regulations.

## 7.3 ACCESS BY FIREFIGHTERS

See DG 400 (Appendix 7).

# **8 SPECIFIC PROVISIONS CONCERNING THE PAVILION 6 CANOPY**

## A – Introduction to the canopy

The Canopy, located in front of the main entrance to Pavilion 6, is a triangular-shaped metal structure resting on 4 supports - 2 fixed metal piers in the rear and 2 jacks in the front, mobile around its base with 2 positions at 20° and 45° in relation to the ground, hydraulically operated by 2 jacks, covered in a fluorine-based plastic (ETFE) and supporting 636 "banners", 404 are fitted with LEDs. The banners are weighted or braced with stainless steel cables. The function of the structure is to mark the entrance to Pavilion 6 and to serve as an information source for visitors via the LED banners.

As part of its normal operation, two technical rooms are associated with the Canopy:

- **The Hydraulic Canopy Technical Room** in the first sub-basement of Pavilion 6 beneath the North-West block, in which are located the hydraulic power unit and the PLC that manages the control and command of the canopy's movements.
- **The Low Voltage Canopy Technical Room** is also located in the first sub-basement of Pavilion 6 beneath the North-West block, which contains the 19" bay with the Canopy's LED digital signage management system.



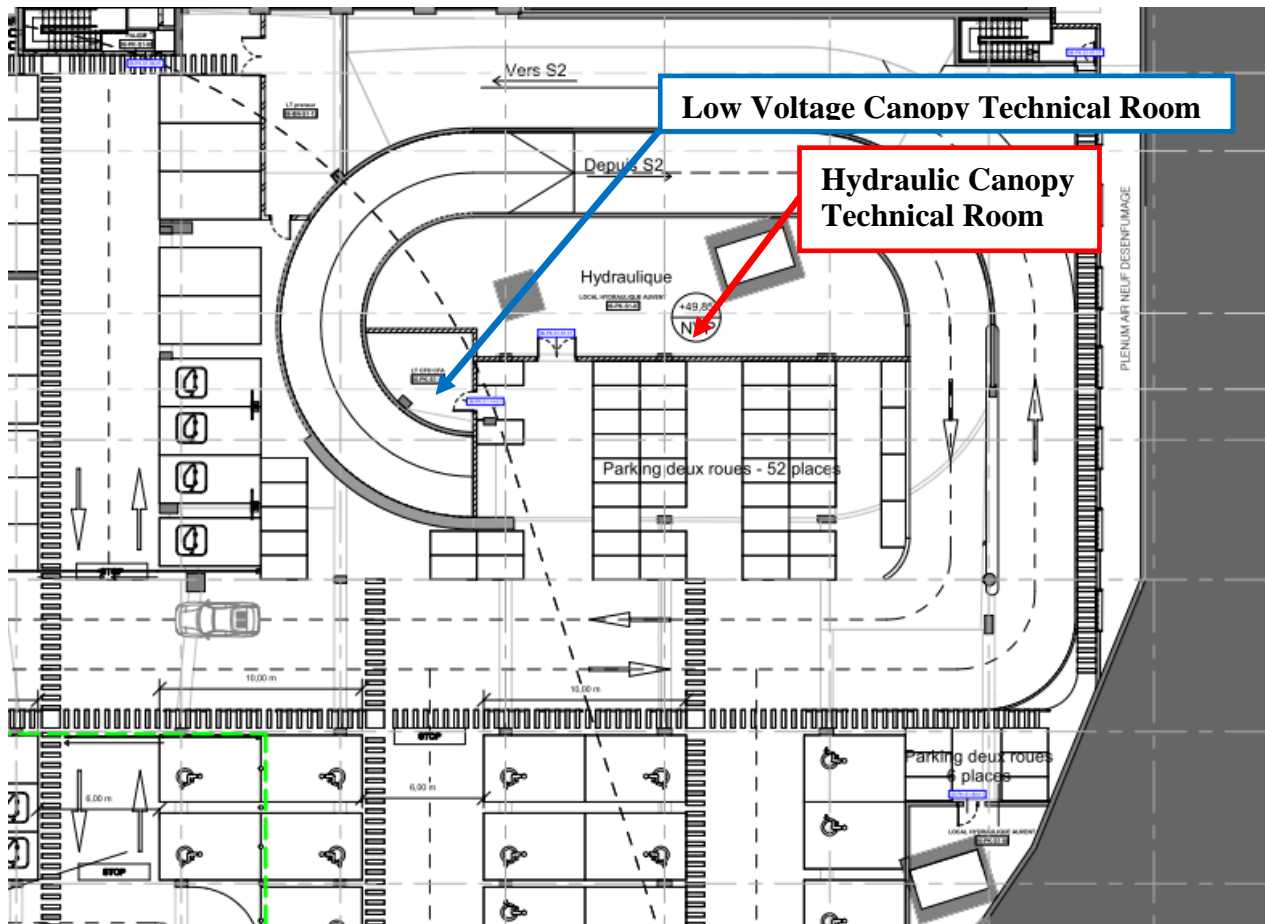
**Figure 1: Location of the Canopy at the North Concourse of Pavilion 6**



**Figure 2: Architect's model of Canopy at 20° angle°**



**Figure 3: Architect's model of Canopy at 45° angle**



**Figure 4: Location of technical rooms in the first sub-basement of Pavilion**

The Canopy has a 50-year lifecycle, provided it is used in accordance with the manufacturer's directives and in compliance with the maintenance and periodic servicing procedures specified in the "EC Manufacturer's Notice" and the documents to which it refers.

## **B - Description of normal operation of machinery (Mobility)**

For a more detailed description of the canopy's mobility, please refer to the following documents:

- EC Manufacturer's Notice
- Functional Analysis and Mobility Management, doc LGR H06 DOE NTE 79 TZ TN 9438 ind A

It is important to point out that, even if the Canopy has been subject to a CE labelling procedure justifying the highest degree of safety whether its position is at 20° or 45°, which are mechanically secured positions, its safest position is the 20° position. **This 20° position shall hereinafter be referred to as the "Canopy Safety Position".**

### **1/ Machinery operators**

Under normal conditions of use, the following operators shall be the responsibility of the Site Operator:

- **The machinery supervisor**, who has been trained in its use by the manufacturer (or a supervisor previously trained by the manufacturer), and who has an overview of the functions and risks associated operating the machinery.

The supervisor is responsible for:

- ✓ Monitoring meteorological conditions (via Météo France's Previexpert and Vigimetflash applications)
- ✓ Managing alarms that are triggered automatically by the system
- ✓ Hands-on control of the machine in degraded mode
- ✓ The operator of the machinery (see below)
- ✓ Planning and monitoring maintenance and servicing operations

- The operator of the machinery, who has been trained by the supervisor in its use and who performs his or her duties according to the supervisor's instructions

The operators is responsible for:

- ✓ Operations relating to movements of the canopy

### **2/ Normal conditions of use**

Movement of the canopy in "normal mode" is permitted within the following scope:

- ✓ After verification by the supervisor of the meteorological conditions for its use (see details of these conditions below)
- ✓ Absence of the general public beneath the canopy
- ✓ The zone of operation (North Concourse of Pavilion 6) shall be marked off in a permanent fashion
- ✓ The presence and availability of the operator within the zone of operation (see Figure 5 below)
- ✓ Under the direct supervision of the operator and via the KTP700F mobile touch screen panel, reference KTP700F, that is connected securely to the safety PLC at one of the 2 piers of the Canopy (see figure 5, 6 and 7 below)
- ✓ The absence of major system failures requiring the use of "degraded mode"

As regards meteorological conditions, information in the possession of the operators come from two different sources:

- ✓ Météo France's Previexpert and Vigimetflash applications
- ✓ Sensors connected to the Canopy's safety PLC, including:
  - The thunderstorm detector located at the rear of the North-West Block at R+4
  - The two "Anemometers + Wind Vanes" systems located on two of Pavilion 6's chimneys

The supervisor uses the Météo France applications:

- ✓ To decide whether the canopy can be raised to 45° as scheduled using the Previexpert application, which provides a seven-day forecast.
- ✓ To decide on whether to preventively lower the Canopy, initially at 45°, in case of unfavourable meteorological conditions transmitted by the Vigimetflash application, which provides a more accurate 24-hour forecast.

The following meteorological conditions transmitted by Météo France applications shall prevent the Canopy from being raised to 45° or necessitate its being lowered to 20°:

- ✓ A snow forecast
- ✓ A thunderstorm forecast
- ✓ Wind speeds that are above the following "vigilance thresholds":
  - Average speed at 15m - **VM15 greater than or equal to 27.9 km/h**
  - Gust speed at 15m - **VP15 greater than or equal to 50 km/h**

Sensors connected to the Canopy's safety PLC complement this information and send alerts to the supervisor that require the following actions, always under direct supervision:

- ✓ For the thunderstorm detector there are 3 detection thresholds (1=distant storm; 2=local storm in development, 3=storm in progress, lightning imminent) the first 2 of which call for the following procedures:
  - Threshold 1 = Evacuation of individuals from the Canopy zone and marking the zone as off-limits
  - Threshold 2 = Lowering of the Canopy to 20° (if it is set at 45°) + Emergency cut-off of the power supply to the banners via the "AU CFO" located in the Canopy piers behind a small hatch.
- ✓ For the "Anemometers + Wind Vanes" a single "strong wind" alert (over the threshold determined by the Scientific and Technical Centre for Building (CSTB) which provides, if the canopy is at 45°, for the evacuation of people from the canopy zone, a marking-off of the zone and an immediate return to the 20° "safety position".

Finally, two additional points should be noted:

- ✓ The supervisor shall also be alerted by a 3-level fault summary from the Canopy's safety PLC.
  - Level 1 – GREEN = Nothing to report
  - Level 2 – ORANGE = Presence of alarms or minor faults that do not exclude the use of "normal mode".
  - Level 3 – RED = Presence of a major fault excluding the use of "normal mode" and requiring operation in degraded mode under the direct supervision of the supervisor should the Canopy need to be returned to the 20° safety position.
- ✓ Two "mobility AUs", located in the Canopy piers behind the small hatch, allow a co-worker of the operator in charge of the machine's mobility to carry out an emergency shutdown at any time and to stop the Canopy from being raised or lowered.

### **3/ Machinery safety in case of loss of the PLC: Gravity descent procedure**

The purpose of this procedure is to ensure that the Canopy returns to its 20° "safety position" in the event of loss of the PLC that manages the mobility control system. This procedure is **extremely rare** and is highly unlikely to occur as part of the planned operation of the machinery.

Nevertheless it will be necessary, since the procedure is provided for in the context of the use of the machinery, for it to be periodically performed ([at intervals to be defined by the hydraulics specialist](#)) by the operators to ensure that it can be used effectively where necessary.

The procedure is as follows:

1. Set up the emergency power unit between the jacks.
2. Start the thermal unit with the vacuum valve activated.
3. Connect hoses from the control unit to the block couplers on the P2 outputs.
4. Start the thermal unit with the vacuum valve activated.
5. Install 0/400 bar pressure gauges on the MA1 output.
6. Check that valves 602-608-614 and 702-708-and 714 are in the open position
7. Close main valve 111 ( *"if possible", valve in the first sub-basement technical room*)
8. Manually operate the EV6 of 606 and EV14 of 706
9. Manually operate the control unit valves
10. Close the vacuum valve

Please note that

The pressure increases on the 2 pressure gauges (east and west cylinder)

The value stabilises => the cylinder begins to rise

The pressure rises to 230 bar (east and west cylinder) = value of the pressure relief valve of the emergency power station) **This is at the upper stop on the 2 cylinders**

11. Reset the emergency power unit vacuum valve (to stop unnecessary forcing)
12. Stop manual operation of the EV6 of 606 and EV14 of 706 (the cylinders can no longer rise).
13. Install 0/100 bar pressure gauges on the MA2 output (monitoring of locks)
14. Manually operate the EV8 of 609 and EV16 of 709 (unlocking command)
15. Remove the vacuum valve from the emergency power unit

Please note that

The pressure increases on the 2 pressure gauges (east and west cylinder)

The value stabilises

Pressure rises from 10 to 50 bar (east and west cylinder) (lock limit value)

16. Reset the emergency power unit vacuum valve (to stop unnecessary forcing)
17. Manually operate the EV4 of 615 and EV12 of 715 (gravity descent control)

Please note that

The pressure increases on the 2 pressure gauges connected to MA1 (east and west cylinder)

18. Open valve 111 of the central power station (if possible)
19. Check that the pressure on the pressure gauges is the same throughout the descent
20. Disconnect the hoses from the control unit to the block couplers on the P2 outputs as well as the pressure gauges

## **C - Maintenance and servicing the machinery**

Briefly, maintenance and servicing operations, which are fully described in the "EC Manufacturer's Notice" and the manuals for the associated subsystems (appended to the "EC Manufacturer's Notice"), must be carried out:

- ✓ When the Canopy is set at 20°
- ✓ In the absence of the general public
- ✓ With a permanent marking system for the North Concourse
- ✓ In the presence of a lookout on the North Concourse in liaison with the maintainers via walkie-talkie
- ✓ In compliance with the provisions for access and movement on the Canopy as set out in the document: "Access procedure for access and movement on the Canopy" doc LGR H06 DOE MET 79 TZ TN 9060 indice A



# APPENDIX I

## PREVENTIVE SAFETY IN PARIS

### ADMINISTRATIVE ORGANISATION OF THE COMPETENT SERVICES

#### APPLICATION OF THE GENERAL SAFETY REGULATIONS CONCERNING THE RISKS OF FIRE AND PANIC IN PUBLIC ACCESS BUILDINGS

The necessary permits for the organisation of trade shows, exhibitions and various events are issued by the Prefect of Police following approval from the Safety and Accessibility Advisory Committee.

#### ROLE OF THE SAFETY COMMITTEE

The Safety and Accessibility Advisory Committee:

- Reviews permit applications
- May carry out an acceptance inspection of the installations prior to opening to the public, drafts a report and provides it to the Organiser.

#### REVIEW OF PERMIT APPLICATIONS AND ISSUANCE OF PERMITS TO OPEN TO THE PUBLIC

The Safety and Accessibility Advisory Committee, which reports to the Public Safety Sub-Directorate, working under the Directorate for Public Protection, comprises representatives from the following technical services:

- The Paris fire brigade (BSPP)
- Police Construction Safety Department (*Service des Architectes de Sécurité de la Préfecture de Police*)
- Central Laboratory of the Prefecture of Police (LCPP)
- Classified Installations Technical Inspection Services (STIIC), where applicable

In order to be effective, each of these services must have access to the permit application.

#### WHERE TO FIND INFORMATION

Main number of the Prefecture of Police: +33 (0)1 53 71 53 71

#### WHERE AND WHEN TO SUBMIT PERMIT APPLICATIONS

Permit applications (assembled under the conditions described in Article T5 of the Safety Regulations, appended hereto as Appendix 6), which must include a complete set of plans whose scale matches the scale described in the plans, must be filed no later than 60 days prior to the planned opening date of the event, on penalty of being declared inadmissible, to the following address:

Préfecture de Police

-Direction des transports et de la protection du public

Sous-Direction de la sécurité du public

Bureau de la prévention, de la sécurité et de l'accessibilité du public

12/14, quai de Gesvres

75195 Paris Cedex 04

#### TECHNICAL DEPARTMENTS WITHIN THE SAFETY COMMITTEE

##### Paris fire brigade (BSPP)

Bureau Prévention

By appointment

16, avenue Boutroux – 75634 Paris Cedex 13 Tel.: +33

1 40 77 33 28

##### Police Construction Safety Department (*Service des Architectes de Sécurité de la Préfecture de Police*)

Open to the public Tuesday from 4pm (no admissions after 5pm)

12/14 quai de Gesvres - 75195 Paris Cedex 04

1st floor, room 130

Tel.: +33 1 49 96 35 56

##### Central Laboratory of the Prefecture of Police (LCPP)

- Electricity department

- Explosives department

By appointment

39 bis rue de Dantzig - 75015 Paris

Tel.: +33 1 55 76 20 00

##### Service Technique d'Inspection des Installations classées (STIIC)

Open to the public Monday from 3.30pm (no admissions after 4pm)

12/14 quai de Gesvres - 75195 Paris Cedex 04

1st floor, room 130

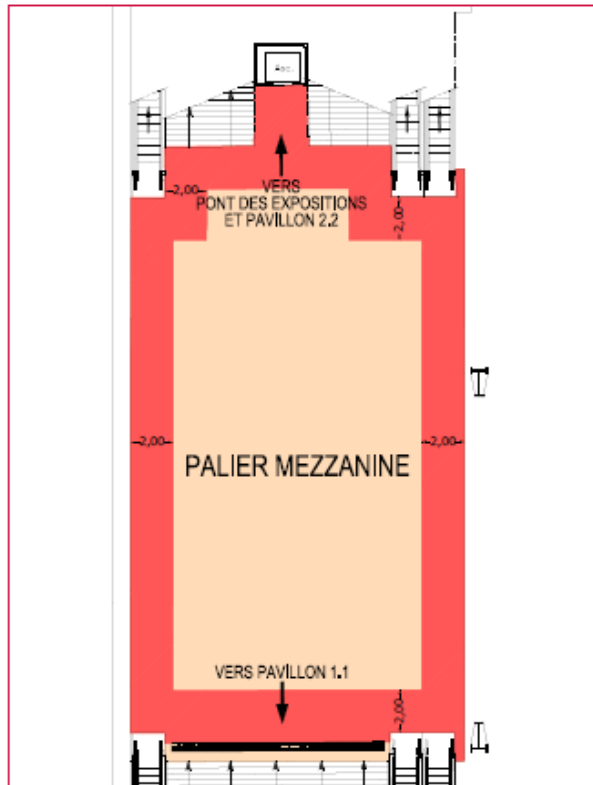
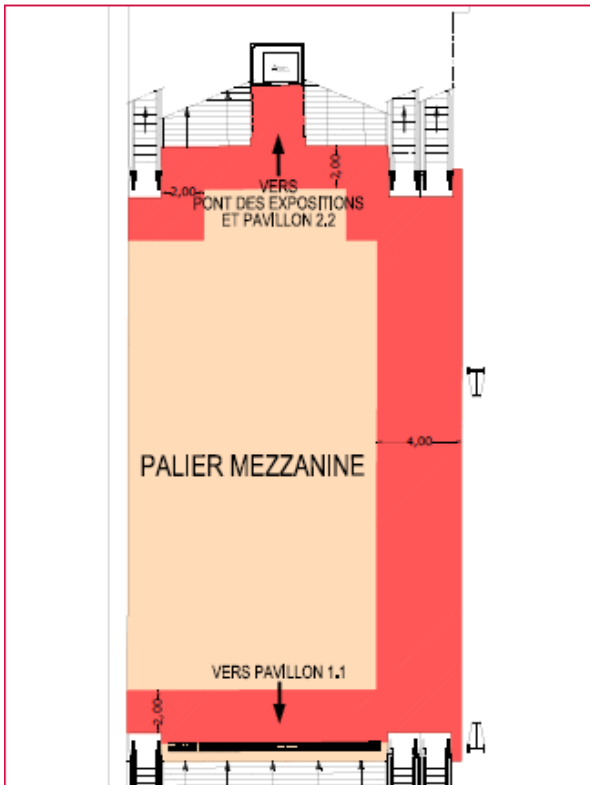
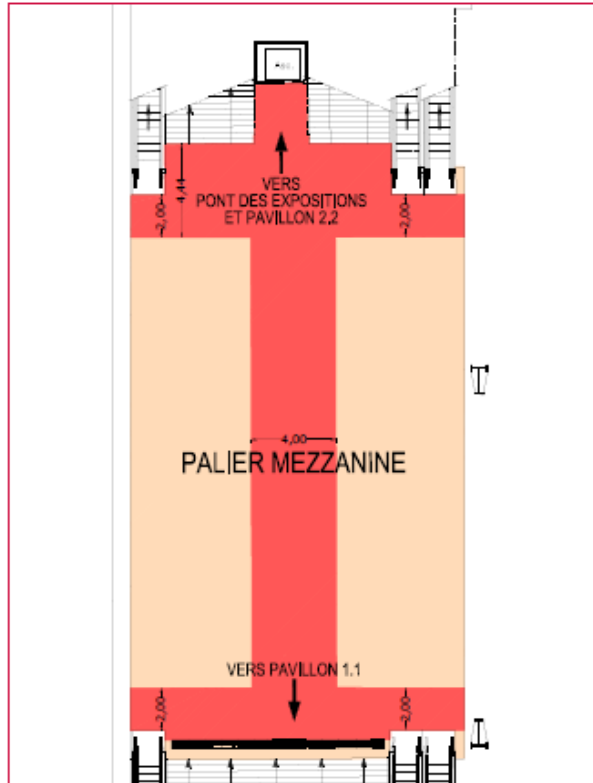
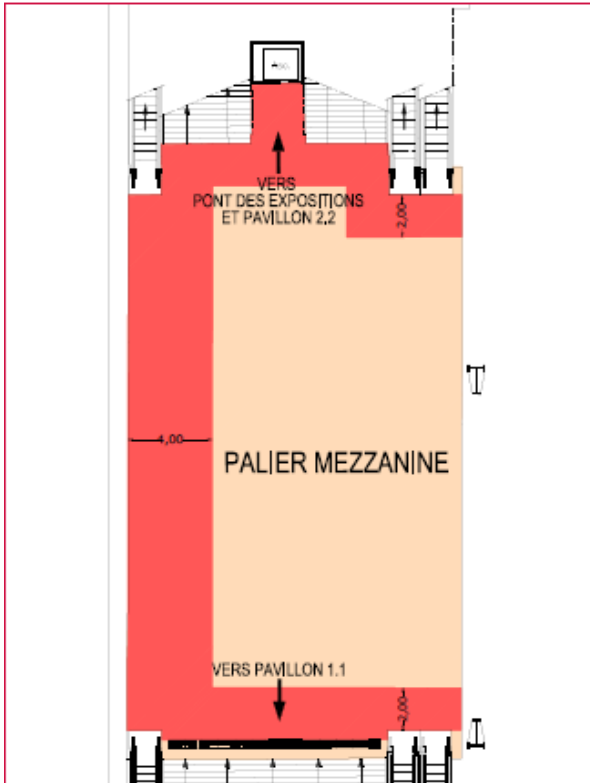
Tel.: +33 1 49 96 35 51

#### ADDITIONAL INFORMATION

In addition to the review of permit applications overseen by the Public Protection Department, a dossier is opened by the administrative services of the Prefect of Police's private office (2nd Bureau). Based on these two dossiers, the Prefect of Police decides whether or not to open the event to the public. If the installation specific to the structure of an exhibition, trade show, etc. leads to the occupation of a public highway, waterway or air space (releasing of balloons, hot-air balloons, etc.), the application process must involve the Transport and Public Protection Directorate – Bureau of Commerce and the Public Space – which is solely competent.

# APPENDIX 2

## HYPOTHESES D'OCCUPATION DU PALIER MEZZANINE



EXPLOITATION  ALLEE DE SECURITE 

# APPENDIX 3

## PROVISIONS APPLICABLE TO THE INSTALLATION OF A CONNECTING GALLERY BETWEEN PAVILIONS 3 AND 7

- The connecting gallery can only be set up between bays 31.09.G and 32.06.G (Pavilion 3) and bay 71.09 (Pavilion 7), in accordance with the plan appended hereto.

It crosses the Avenue de l'Industrie and consists of a tent-like structure (CTS) subject to the provisions of the Order of 23 January 1985.

Emergency vehicles may cross this gallery via a passage 10 m wide and at least 3.50 m high (situated over the priority lanes), with an easily-removable closing system. It must be approved by the Safety and Accessibility Advisory Committee.

- The canvas roofing, sides and passageway doors must consist solely of materials with a reaction-to-fire rating of at least M2 (Art. CTS 8).

The reaction-to-fire reports will be presented to the Safety Committee.

- Standard lighting and safety equipment must be installed in accordance with Articles CTS 21, 22 and 23.

- The normal lighting of the gallery must be distributed

across at least 2 circuits: the one powered from Pavilion 7.1, and the other from Pavilion 3.

- No installations are permitted inside the gallery (presentations, counters, reception desks, etc.).

- The gates located on Avenue de l'Industrie (passage for emergency vehicles) must be monitored by competent personnel when the public is present.

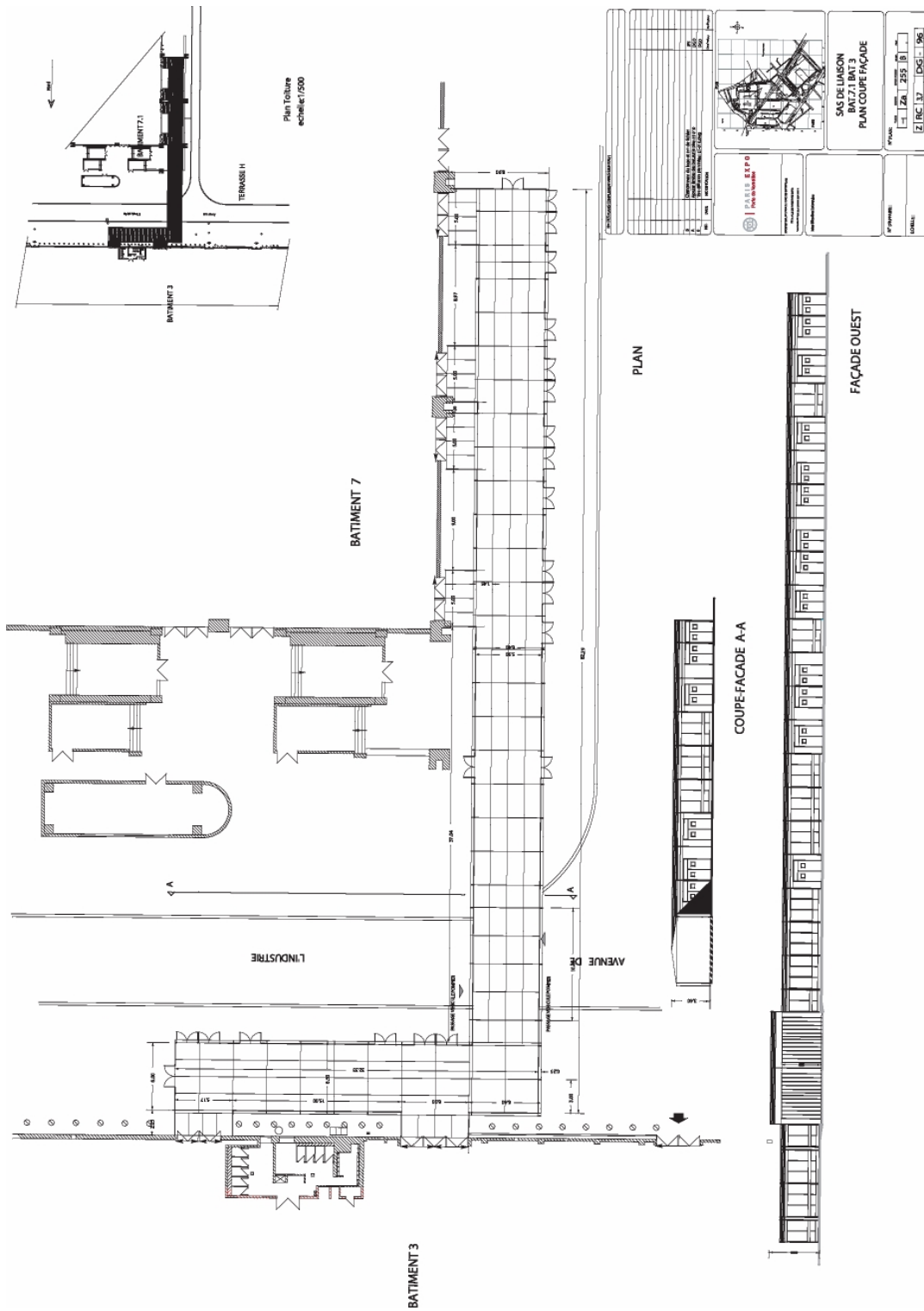
Operating instructions must be provided to such personnel, in particular regarding the actions to be taken in the event of fire and of the evacuation of pavilions, and to ensure all Viparis Porte de Versailles personnel have free access.

- This type of structure shall be approved during the visit by the Departmental Committee at the time of the Safety Committee inspection, in accordance with the provisions of Article CTS 3 (interim report prepared by the B.V.C.T.S.).

- An area 4 meters on a side must be kept free of any parked vehicles or technical installations on either side of the tent-like structure.

# APPENDIX 3

## PROVISIONS APPLICABLE TO THE INSTALLATION OF A CONNECTING GALLERY BETWEEN PAVILIONS 3 AND 7



# APPENDIX 4

## PROVISIONS APPLICABLE TO THE INSTALLATION OF A CONNECTING GALLERY BETWEEN PAVILION 7 AND TERRACE H

- The connecting gallery may only be installed on the North-West corner of Pavilion 7.1 as an extension of bays 71.09.B and 71.09.A.

It crosses over the priority lanes and consists of a tent-like structure (CTS) subject to the provisions of the Order of 23 January 1985.

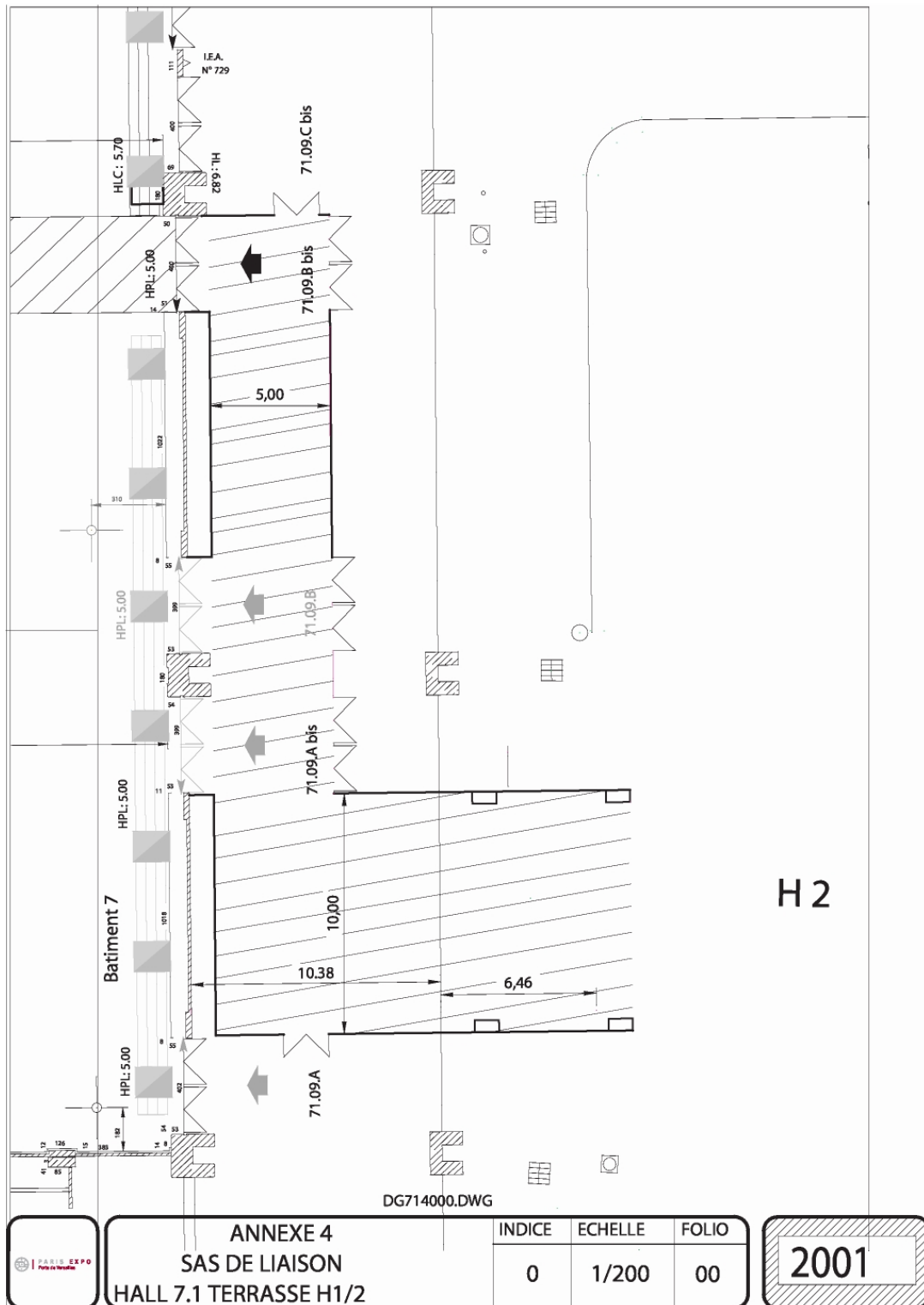
- Emergency vehicles may cross this gallery via a passage 4 m wide and at least 3.50 m high (situated over the priority lanes), with an easily-removable closing system. It must be approved by the Safety and Accessibility Advisory Committee.
- The canvas roofing, sides and passageway doors must consist solely of materials with a reaction-to-fire rating of at least M2 (Art. CTS 8).
- The reaction-to-fire reports will be presented to the Safety Committee.
- Standard lighting and safety equipment must be installed in accordance with Articles CTS 21, 22 and

23.

- The normal lighting of the gallery must be distributed across at least 2 circuits: the one powered from pavilion 7.1, and the other from a power supply box from terrace H.
- No installations are permitted inside the gallery (presentations, counters, reception desks, etc.)
- The gates located on the priority route (passage for emergency vehicles) must be monitored by competent personnel when the public is present.

Operating instructions must be provided to such personnel, in particular regarding the action to be taken in the event of fire and of the evacuation of the pavilion, and to ensure all Viparis Porte de Versailles personnel have free access. See Appendix 3.

# APPENDIX 4



# APPENDIX 5

## PROVISIONS APPLICABLE TO THE INSTALLATION OF CANOPIES BETWEEN PAVILIONS 3 AND 4

### LOCATIONS

Roof-like structures (canopies) are authorised to connect buildings 3 and 4 only between:

- ORION 3102 SECURITY DOOR AND SEPE GATE 4206 FILE A 17
- ORION 3108 SECURITY DOOR AND SEPE GATE 4307 FILE A 37.

### DESCRIPTION OF STRUCTURES

Created from three-dimensional structures with canvas roofing, with a reaction-to-fire rating of M2, reinforced and laced, these installations will be completely open on the sides.

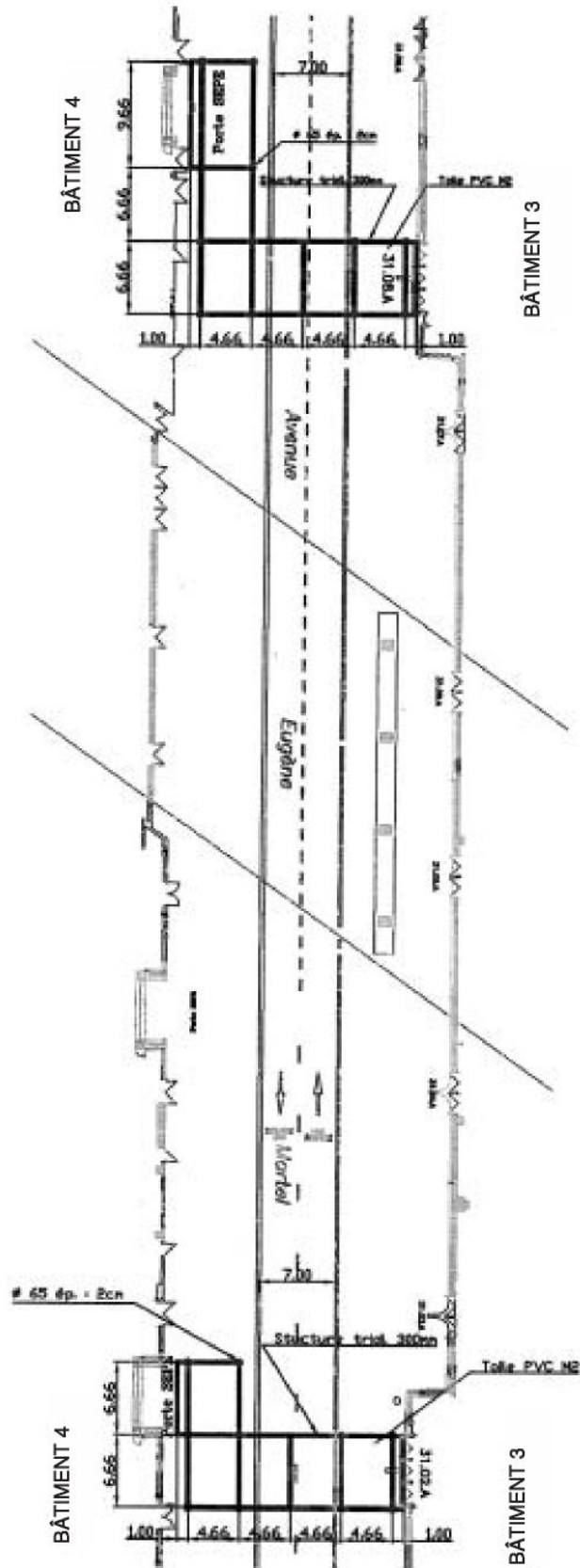
### SAFETY-RELATED RESTRICTIONS

These passages shall have a clear height of at least 5 meters along the width of the fire routes and the gantries must not encroach on these routes.

Structures will be set up and broken down under the supervision of Viparis Porte de Versailles. An approved inspection agency will check the stability and resistance to cold of this equipment. The inspection agency's report will be presented to the members of the Safety Committee during their visit.

Furthermore, Viparis Porte de Versailles undertakes to bring down the canvases in the event of winds of over 100 km/hour.

# APPENDIX 5





# APPENDIX 6

## ARTICLE T5

Article T5 of the Order of 18 November 1987, supplementing the safety regulations of 25 June 1980, as amended.

### OBLIGATIONS OF THE ORGANISERS

§ 1. (Order of 11 September 2000) The organiser shall apply to the administrative authority for authorisation to hold an activity of the present type two months prior to the opening. The application must specify the type of event, its duration, location, name and the qualifications of the safety officer(s), and be accompanied by a dossier comprising:

- The "specifications between the establishment's owner or concessionaire and the organiser of the event" referred to in Article T4
- A general note of introduction and a technical safety report produced, dated and signed jointly by the safety officer and the Organiser, attesting compliance with these regulations
- All documents mentioned in the "Specifications between the establishment's owner or concessionaire and the organiser of the event"
- Proof of the agreement between the Organiser and the owner or concessionaire
- The composition of the fire safety service defined in Article T 48
- A plan showing the site's access and accessibility conditions, the location of fire-fighting equipment and the use of external spaces
- A detailed plan of the event showing the routing of passageways, the location of stands or spaces reserved for exhibitors, the locations of long-term tenants, the location of stands with upper floors and temporary kitchens, the location of fire-fighting equipment, the location of pillars, fixed gas installations, the location of the installations referred to in section VII and section X, and the location of any closed exits in accordance with the provisions of Article T 20, § 2.

A second copy of this request must be provided to the owner or concessionaire.

§ 2. (Order of 11 September 2000) The Organiser must ensure that the safety rules are applied in all of the facilities used by an event as soon as the stand locations are made available. The Organiser shall appoint one (or more) safety officer(s) and

undertake to apply the instructions formulated by the administration in response to the application to hold the event. The Organiser's obligations shall end in accordance with the requirements of the specifications referred to in Article T4, § 1, which may not be prior to the public's departure.

The number of Safety Officers must be suited to the scope and type of event, with a minimum of one officer per occupied pavilion.

§ 3. (Order of 11 September 2000) The Organiser must make available to the Safety Committee – and, before the event, must provide all exhibitors with – an extract from the "Specifications between the Organiser and the exhibitors and stand lessees", in particular specifying:

- The identity and qualification of the safety officer(s)
- The specific safety instructions to be complied with
- The obligation to file a permit application or declaration for the cases set out in Articles T8, §3 and T39

All of these extracts constitute the "Specifications between the Organiser and the exhibitors and stand lessees". These specifications cannot contradict the "Specifications between the establishment owner or concessionaire and the event Organiser". They may be consulted by the owner.

§ 4. The Organiser shall notify exhibitors of decisions made by the administration involving the declarations and permit applications submitted to the latter and shall provide a copy of same to the safety officer.

§ 5. (Order of September 11, 2000) When proposed by the Safety Officer, whose role is defined in Article T 6, the Organiser must prohibit the use of stands that do not comply with the provisions of this regulation. In such a case, the Organiser must refuse the supply of electricity and other utilities to them.

This point must be determined in the agreement between the Organiser and the Exhibitor or the lessee of the stand, and in the agreement between the owner or concessionaire and the Organiser.

# APPENDIX 7

## APPENDICES TO THESE SAFETY SPECIFICATIONS

① GENERAL GROUND OCCUPANCY PLAN (DG 400).

② USER MAPS.

# APPENDIX 8

## SUMMARY TABLE OF EMERGENCY EQUIPMENT

SUMMARY TABLE OF EMERGENCY EQUIPMENT																			
PAVILIONS	PAVILION 1			PAVILION 2			PAVILION 3		PAVILION 4			PAVILION 5			PAVILION 6		PAVILION 7		
	1.1	1.2	1.3	2.1	2.2	2.3	3.1	3.2	4.1	4.2	4.3	5.1	5.2	5.3	6.1	6.2	7.1	7.2	7.3
general evacuation alarm	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Commercial PA system overridden by general evacuation alarm	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Automatic sprinkler system	X		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Fire hose cabinets	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Dry risers		X											X		X		X (3)	X (3)	X (3)
Fire Safety Station	X	X	X						X	X	X	X	X	X	X	X			
Fire safety system (Category A)	X	X	X						X	X	X	X	X	X	X	X	X	X	X
Compartmentation by fire curtain			X		X				X	X	X								
Public Evacuation System Air intake Smoke removal (SEPE doors)	X	X	X						X	X	X								
Mechanical smoke extraction											X	X	X	X	X	X	X (1)	X (1)	X (1)
Natural smoke ventilation	X	X	X	X	X	X	X	X	X	X	X				X	X	X (2)	X (2)	X (2)
Safety lighting	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

# APPENDIX 9

AREAS IN QUESTION	EVENLY DISTRIBUTED LOAD*	CONCENTRATED LOAD*	ROLLING LOAD*
PAVILION 1 EXHIBITION BRIDGE	3 t/m <sup>2</sup> 0.5 t/m <sup>2</sup>	6.5 t 3 t	13 t/axle undefined
PAVILION 2 PAVILION 2.1 BOILER AREA PAVILION 2.2 PAVILION 2.3 CONCOURSE 2.2	3 t/m <sup>2</sup> 600 kg / m <sup>2</sup> 600 kg / m <sup>2</sup> 600 kg / m <sup>2</sup> 3 t/m <sup>2</sup>	10 t 1.5 t 1.5 t 1.5 t 10 t	13 t/axle 7 t/axle 7 t/axle 7 t/axle 13 t/axle
PAVILION 3	3 t/m <sup>2</sup>	10 t	13 t/axle
PAVILION 4	1.5 t/m <sup>2</sup>	6.5 t	13 t/axle
PAVILION 5	1.2 t/m <sup>2</sup> within the limit of a 30 m <sup>2</sup> surface area 0.96 t/m <sup>2</sup> over and beyond 30 m <sup>2</sup>	6 t	10 t/axle
PAVILION 6	800 kg / m <sup>2</sup>	8.25 t	17 t/axle
PAVILION 7 PAVILION 7.1 ENTRANCE PAVILION PAVILION 7.2 (platform) PAVILION 7.2 PAVILION 7.3	3 t/m <sup>2</sup> 250 kg / m <sup>2</sup> 3 t/m <sup>2</sup> 600 kg / m <sup>2</sup> 600 kg / m <sup>2</sup>	10 t Prohibited 10 t 1.5 t 1.5 t	13 t/axle Prohibited 13 t/axle 7 t/axle 7 t/axle
LOADING ZONES (in general) Loading zone at Gate 51.03D (see User Map 210) Loading zone D4/1, D4/2 (see User Map 211 ) Loading zone 03 (see User Map 212) DALO area (see User Map 212) D3 loading zone and passageway 7.2 (see User Map 214) Loading zone E1 and passageway 7.3 (see User Map 215) Loading zones E2P, E3 and passageway 7.3 (see User Map 216) Upper loading zone F (see User Map 217) Upper loading zone F ramp (see User Map 217) G loading zone ramp and passageway 7.2 (see User Map 218)	3 t/m <sup>2</sup> 800 kg / m <sup>2</sup> 1 t/m <sup>2</sup> 800 kg / m <sup>2</sup> 250 kg / m <sup>2</sup> 600 kg / m <sup>2</sup> 600 kg / m <sup>2</sup> 600 kg / m <sup>2</sup> 300 kg / m <sup>2</sup> Prohibited for vehicles of more than 3.5 t 600 kg / m <sup>2</sup>	10 t 3 t To be examined 3 t Prohibited 1.5 t 1.5 t 1.5 t Prohibited Prohibited for vehicles of more than 3.5 t 1.5 t	13 t/axle 12 t/axle To be examined 12 t/axle Prohibited 7 t/axle 7 t/axle 7 t/axle 3 t/axle Prohibited for vehicles of more than 3.5 t 7 t/axle

\* Evenly distributed load applied to a surface area of 1 m<sup>2</sup>

\* Concentrated load applied to a surface area with a diameter of 0.20 m  
(surface area of 0.25 x 0.25 for Pavilion 5)

\* Rolling load expressed in ton/axle, maximum speed 5 km/h

- Trucks of more than 30 t (tractor + trailer) are prohibited in the pavilions
- Heavy self-propelled trucks with payload of 7.5 t and more are prohibited in the pavilions

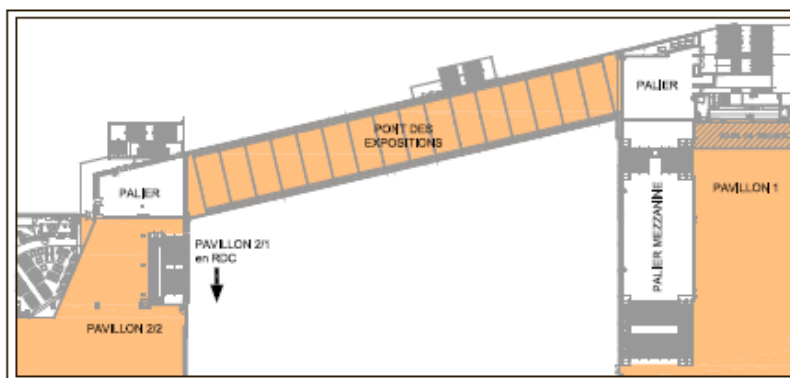
Any exemptions from these specifications shall be subject to prior approval from Viparis Porte de Versailles

# APPENDIX 10

## HYPOTHÈSES D'OCCUPATION DU PONT DES EXPOSITIONS

H-1

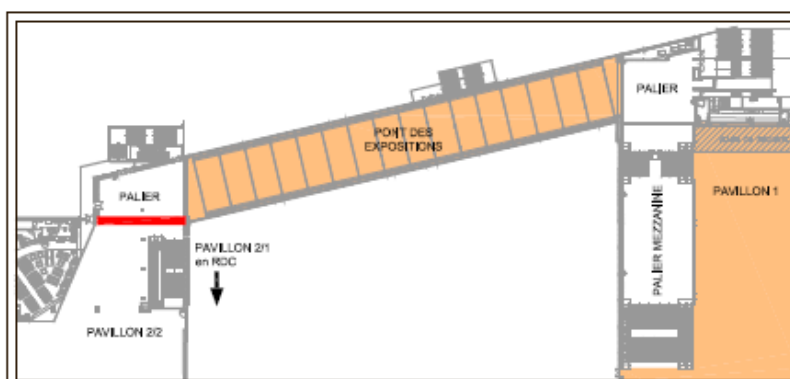
1 événement en exploitation dans les pavillons 1, pont des expositions, 2/1 et 2/2.



H-2

1 événement en exploitation dans le pavillon 1 et le pont des expositions.

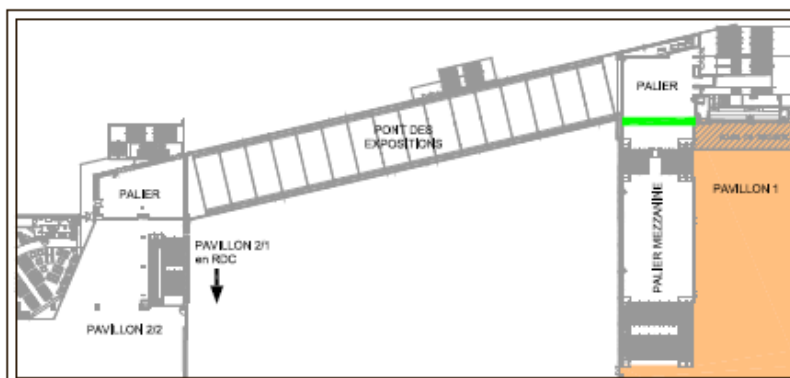
Pavillons 2/1 et 2/2, vides ou en exploitation.



H-3

1 événement en exploitation dans le pavillon 1.

Pavillons 2/1, 2/2 et pont des expositions vides ou en exploitation.

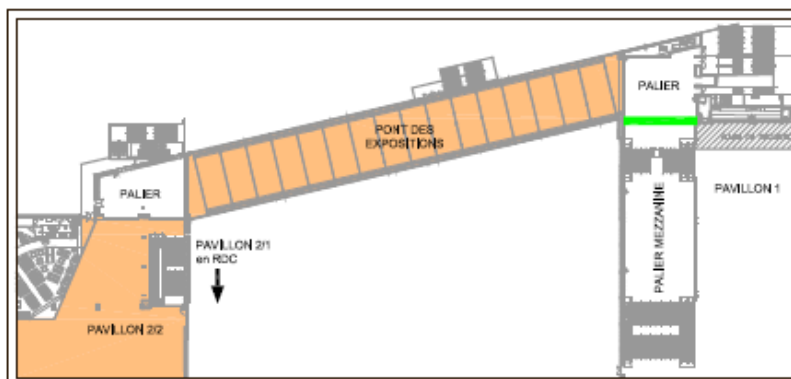


# APPENDIX 10

H-4

1 événement en exploitation dans le pavillon 2/2 et le pont des expositions.

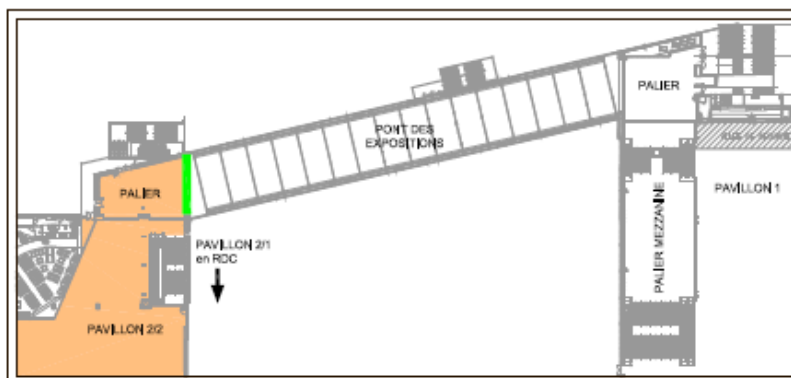
Pavillon 1, vide ou en exploitation.



H-5

1 événement en exploitation dans le pavillon 2/2 + palier.

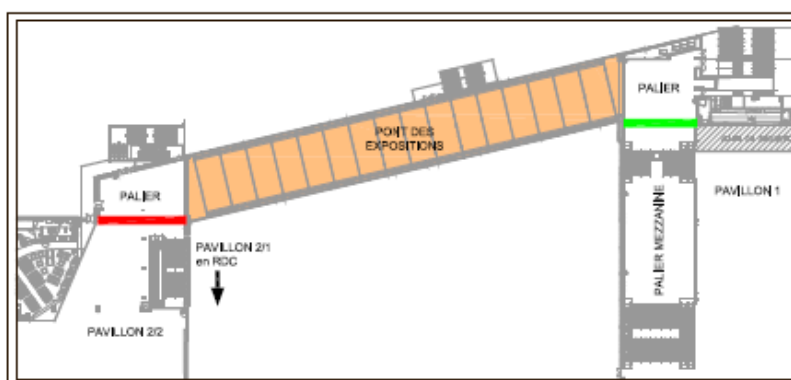
Pavillon 1 vide ou occupé et pont des expositions vide.



H-6

1 événement en exploitation dans le pont des expositions.

Pavillon 1, 2/1 et 2/2, vides ou en exploitation.



Page 22

Rideaux de fermeture 

Rideaux coupe feu 

Exploitation 

# APPENDIX 11



Paris expo Porte de Versailles

## PROTOCOLE DE SECURITE

Bienvenue au Parc des Expositions de la Porte de Versailles  
Dans le cadre de la prévention des risques, il est important que vous suiviez précisément les instructions de sécurité/sûreté durant votre intervention sur le Parc des Expositions de la Porte de Versailles.

### Heures d'ouverture du Parc des Expositions

- Selon planning et activité

### Contrôle d'accès du Parc des Expositions

- Identifiez-vous à l'entrée
- Présentez vos documents d'intervention
- Respectez les consignes délivrées par l'agent en poste
- Interdiction de pénétrer dans l'enceinte avec des matières dangereuses

### Consignes de circulation pour les véhicules

- Respectez le code de la route
- Roulez à 20 km/h : vitesse maximale autorisée
- Suivez les panneaux de signalisation
- Dirigez-vous vers le bâtiment ou parking souhaité
- Respectez la priorité aux piétons

### Consignes de stationnement pour les véhicules

- Stationnez correctement sur les seuls espaces autorisés
- Éteignez le moteur de votre véhicule

### Consignes de circulation des piétons

- Empruntez si possible les zones non dédiées à la circulation
- Restez attentif aux activités qui vous entourent



### Sécurité lors des opérations de chargement / déchargement

- Portez des chaussures de sécurité et gants de manutention
- Appliquez les gestes et postures adaptés
- Ne conduisez pas d'engin de manutention sans habilitation ni chasuble adapté
- Signalez vos manœuvres à l'aide de l'avertisseur sonore et du gyrophare
- Respectez une distance de sécurité suffisante, les opérations de chargement / déchargement étant prioritaires sur la circulation des véhicules
- Soyez attentif aux risques de chutes d'objets, de chocs et collisions lors de vos manœuvres
- Ne transportez aucune personne sur vos engins de levage



### Ordre et propreté - Environnement

- Respectez le tri sélectif des déchets de tous ordres
- Ne déchargez pas sauvagement du matériel
- N'encambrez pas les issues de secours et les circulations
- Conservez l'état de propreté des lieux et des équipements

### En cas d'évacuation

- Quittez les lieux dans le calme
- Ne revenez jamais en arrière sans y avoir été invité
- Rassemblez-vous à distance du bâtiment évacué
- Réintégrez le pavillon qu'après autorisation du service sécurité



### Sûreté

- L'ensemble du site est sous vidéosurveillance
- Les équipes du site ont autorité sur le Parc des Expositions
- Les contrôles peuvent être renforcés (plan VIGIPIRATE)



### Rappel des Interdictions

- Stationner en dehors des zones autorisées
- Introduire et consommer des stupéfiants et de l'alcool
- Fumer au sein des bâtiments



### Responsabilité

- L'observation d'une des instructions ci-dessus énumérées pourra entraîner l'exclusion de la personne fautive
- En cas de stationnement illicite, le véhicule sera immobilisé ou enlevé et des frais de fourrière seront demandés

### Nombres d'urgence

PC SECURITE : 01 72 72 18 18

Tel  
Fixe 18  
Mobile 112

## SECURITY PROTOCOL

Welcome to the Porte de Versailles Exhibition Centre  
To prevent risks, it is important that you carefully follow the safety and security instructions during your activities at the Porte de Versailles Exhibition Centre.

### Exhibition Centre opening times

- According to the schedule and activities

### Access control

- Introduce yourself at the entrance
- Present your work documents
- Comply with any instructions issued by the duty security officer
- No hazardous materials are allowed at the Exhibition Centre

### Instructions for drivers

- Follow the French Highway Code
- Do not exceed the 20 kph speed limit
- Comply with traffic signs
- Drive to the desired building or car park
- Give priority to pedestrians

### Parking instructions

- Park neatly in one of the authorised spaces only
- Switch off your engine

### Instructions for pedestrians

- Walk in traffic-free areas whenever possible
- Be aware of the activities going on around you



### Safety during loading/unloading operations

- Wear safety shoes and handling gloves
- Adopt appropriate postures and perform suitable movements
- Only authorised drivers wearing a suitable vest may operate machinery
- Switch on flashing beacons and audible warning devices when manoeuvring vehicles
- Maintain a safe distance between vehicles
- Loading/unloading operations have priority over vehicle movements
- Be aware of the risk of falling objects, shocks and collisions while manoeuvring
- Never use lifting gear to carry people



### Tidiness - Environmental issues

- Sort all waste before disposal
- Set down equipment in designated areas only
- Do not obstruct emergency exits or circulation areas
- Keep the site and facilities clean and tidy

### Conduct in case of evacuation

- Calmly leave the premises
- Never go back inside unless instructed to do so
- Assemble away from the evacuated building
- Only re-enter the building when authorised to do so by safety officers



### Security

- Video surveillance operates throughout the site
- Site teams have authority in the Exhibition Centre
- Additional checks may be performed under the Vigipirate scheme



### Do Not...

- Park outside the authorised areas
- Bring drugs or alcohol onto the site
- Smoke inside the buildings



### Liability

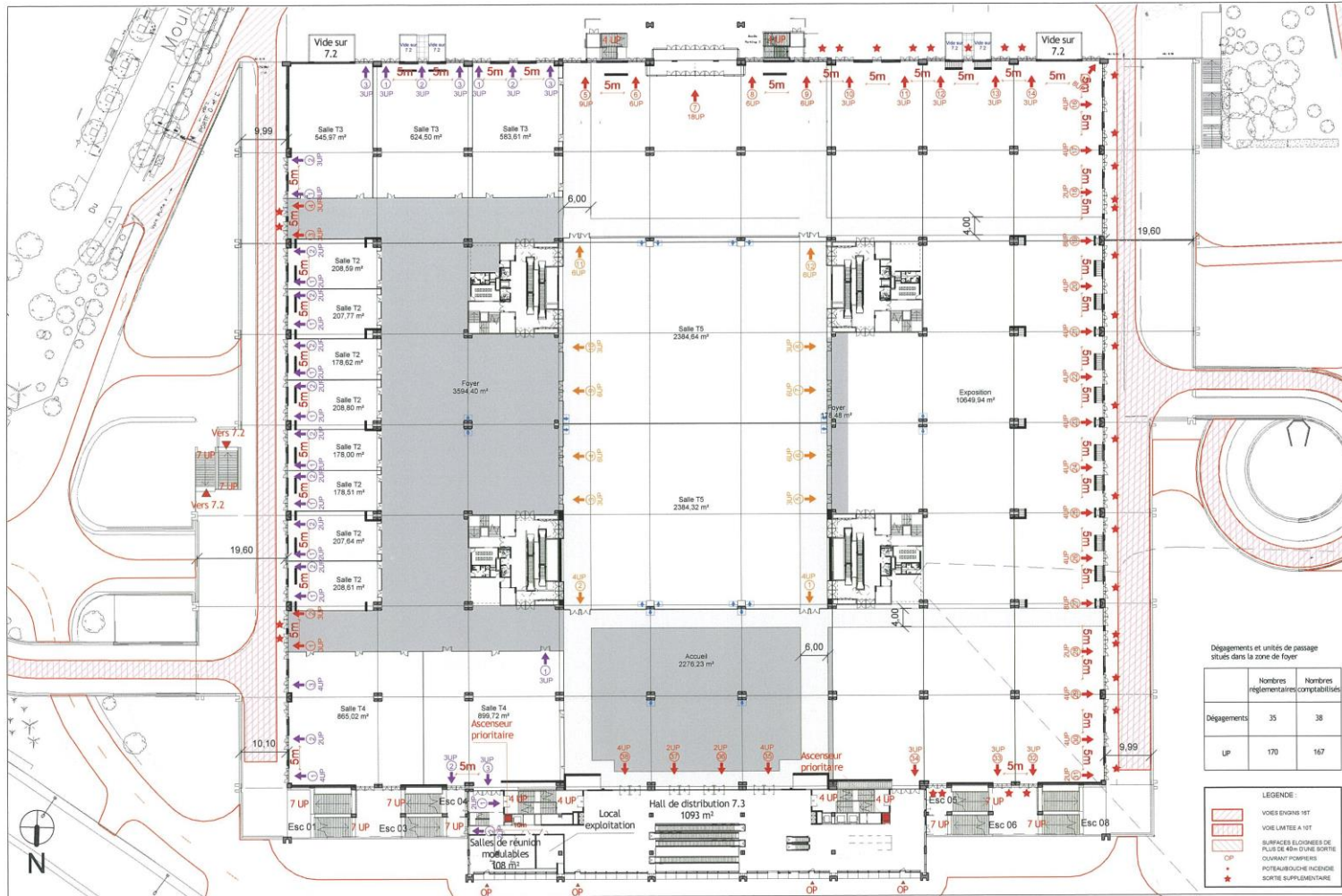
- Failure to comply with any of the above instructions may result in removal from the site
- Illegally-parked vehicles will be clamped or removed, resulting in release fees

### Emergency numbers

SAFETY DESK: +33 (0)1 72 72 18 18

Tel  
Landline Mobile 18  
Mobile 112

# APPENDIX 12



Dégagements et unités de passage situés dans la zone de foyer

	Nombres réglementaires	Nombres comptabilisés
Dégagements	35	38
UP	170	167

LEGENDE :

- VOIES ENIGNS 10T
- VOIES LIMITEE A 10T
- SURFACES ELIGIBLES DE PLUS DE 40m DUNE SORTIE COURANT FUMIERES
- H.P.
- POTEAUBOUCHE INCENDIE
- SORTIE SUPPLEMENTAIRE

**VIPARIS**  
Paris Porte de Versailles

Valode & Pistre architectes  
115 rue du Bac - 75007 Paris France  
T: +33 1 83 63 22 00 - F: +33 1 83 63 22 09

DPC1-Restructuration du Pavillon 7

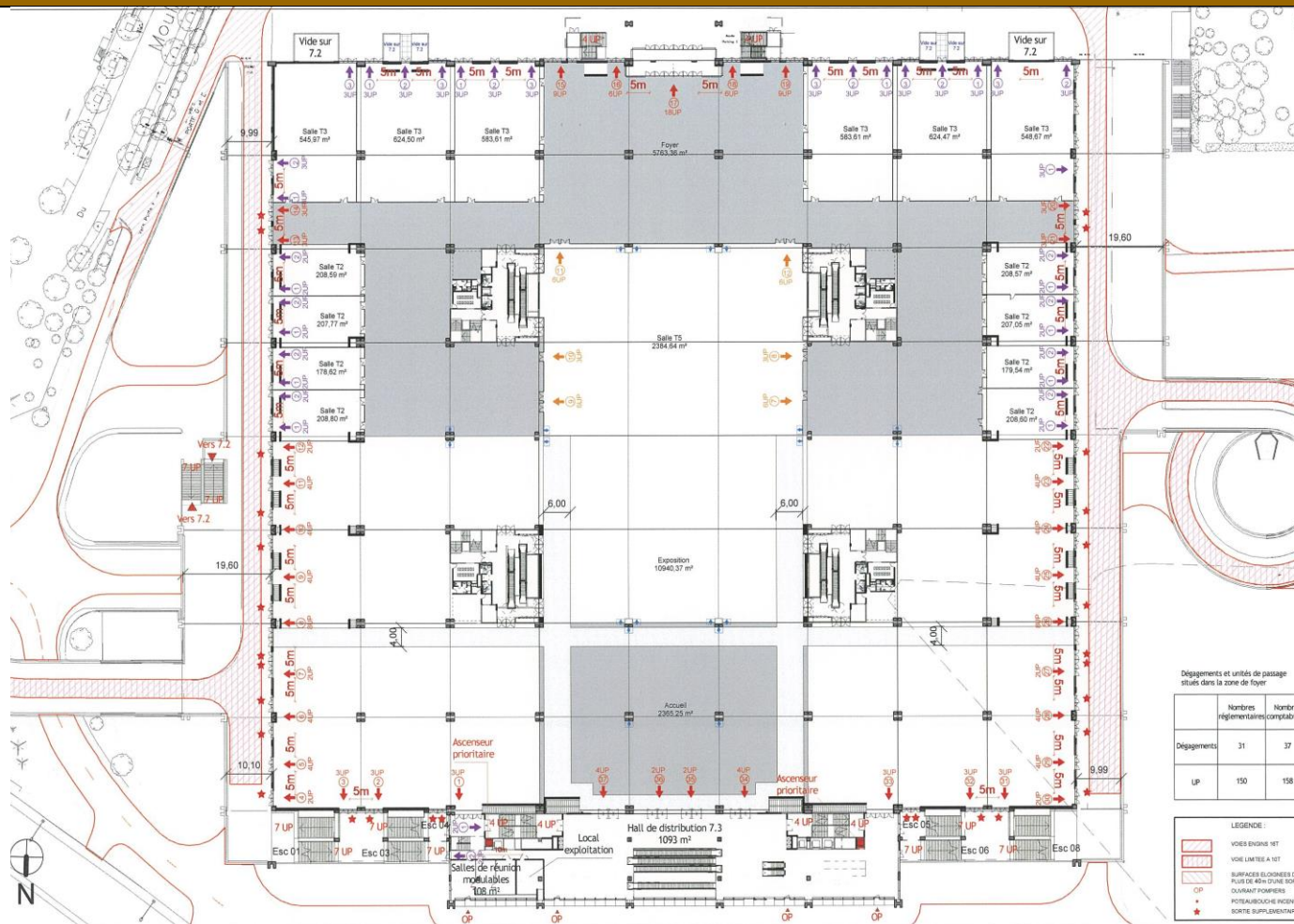
ANNEXE 9.6 - PC40 - Plan du niveau 7.3  
Espace congrès pro - Configuration Mi-congrès mi-expos Type A

Affaire : 26-21      04/12/2014      Ech. 1 : 750

VPA	H07	DPC	PLN	GEN	PC40	4021	B
EMETTEUR	PROJET	PHASE	TYPE	IDENTIFICATEUR	LOT	N° DE SERIE	INDICE



# APPENDIX 12



VIPARIS  
Paris Porte de Versailles

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115 rue du Bac - 75007 Paris France  
T: +33 1 53 63 22 00 - F: +33 1 53 63 22 09

DPC1-Restructuration du Pavillon 7

ANNEXE 9.5 - PC40 - Plan du niveau 7.3  
Espace congrès pro - Configuration Mi-congrès mi-expos Type A

Affaire : 26-21 04/12/2014 Ech. 1 : 750

VPA	H07	DPC	PLN	GEN	PC40	4020	B
ÉMETTEUR	PROJET	PHASE	TYPE	IDENTIFICATEUR	LOT	N° DE SERIE	INDICI

## Amendments to the Safety Specifications – April 2018 version

- Addendum no. 1, approved by the Prefecture of Police's Office for Public Access Buildings (BERP), dated 9 October 2018, relative to the installation of electrical generators within the pavilions
- Amendment no. 2, approved by the Prefecture of Police's Office for Public Access Buildings (BERP), dated 23 April 2019, relative to the inspections of hanging structures.