

# OHS, FIRE PREVENTION AND TECHNICAL REGULATIONS FOR THE AGRO SHOW EXHIBITION

## GENERAL PROVISIONS

- §1.** The provisions of these regulations shall be binding for all persons present at the Exhibition area (the area of the entire former airport in Bednary) throughout the duration of the Exhibition (including the unloading and unloading period).
- §2.** The Organizer has the right to control compliance with these regulations and issue binding decisions in matters covered by the regulations.
- §3.** The Organizer may suspend all works and activities at the Exhibition that may pose a threat to safety or pose a fire hazard.
- §4.** The organizer may refuse to connect the electricity or disconnect the power supply in the event of a safety or fire hazard.
- §5.** Persons who violate these Regulations and do not comply with the Organizer's decision may be removed from the Show area without any claims against the Organizer.

## GENERAL HEALTH AND SAFETY RULES

- §6.** During the assembly and disassembly period, it is forbidden to consume alcohol and to be under the influence of alcohol at the Exhibition area.
- §7.** Exhibition participants are obliged to meet the fire safety requirements and ensure safe and hygienic working conditions for their employees and entities acting on their behalf and bear full responsibility for the consequences of failure to comply with them.
- §8.** The most important emergency phone numbers:
- 112 general emergency telephone,
  - 998 fire brigade,
  - 997 Police,
  - 999 ambulance,
  - 691 021 111 emergency telephone number of the Organizer.
- §9.** The Organizer's emergency telephone number allows the intervention of the Police, Ambulance Service, Guard and Security. This number may not be used for any other purpose, in particular for obtaining information.
- §10.** In matters not covered by these Regulations, generally applicable occupational health and safety rules and regulations shall apply.

## FIRE SAFETY REGULATIONS

- §11.** At the Exhibition area (the area of the whole former airport at Bednary), it is forbidden to:
- 1) smoke tobacco,
  - 2) use open fire,
  - 3) install portable heaters and other heating devices (braziers, electrical, gas and other heaters) when fire prevention conditions are not met;
  - 4) light a barbecue when fire safety regulations are not met; use of barbecues in car parks is strictly forbidden,
  - 5) wrap light bulbs in any material or use bulbs of power exceeding one specified by a manufacturer of a luminaire,
  - 6) keep flammable materials at the stand or outside it, as well as any materials posing a fire hazard,
  - 7) store flammable materials near heating devices (equipment, devices, and stand furnishing should be placed at a sufficient distance from devices generating heat),
  - 8) store and use pyrotechnic articles and explosives,
  - 9) keep and use balloons, gas bottles and other devices filled with flammable gases,
  - 10) use flammable or explosive mixtures of liquids as cleaning agents,
  - 11) leave greased, oily rugs and cleaning clothes outside closed containers made of non-flammable materials,
  - 12) obstruct access to fire extinguishing equipment and use it for purposes unrelated to fire extinguishing,
  - 13) block traffic routes, technical routes, entrances and exits,
  - 14) use electrical equipment that is not in a good operating condition and without required certificates.
- §12.** Any interference in power supply equipment, including power generators, cables and cabinets, by persons not authorised by the Organiser is forbidden.
- §13.** In the case of electrical devices, it is prohibited to:
- 1) use equipment or installations that are not in a good operational condition or are damaged,
  - 2) make any unauthorised changes and modifications in them violating their operating instructions,

3) leave unattended devices that may pose a hazard, in particular those that create or emit heat, and to place them on a flammable surface.

**§14.** Only non-flammable, flame-retardant or fire-proof materials may be used for the construction of stands. A company constructing a stand is obliged to hold relevant certificates at the stand.

**§15.** Each stand and spot should be equipped with appropriate handheld fire-fighting equipment. It is forbidden to use this equipment for purposes other than firefighting.

**§16.** All electrical devices and lighting must be turned off before leaving the stand or spot.

**§17.** It is strictly forbidden to use machines at the stands. Motor vehicles and all other devices with internal combustion engines may be displayed at the stand only with the engine turned off, the fuel tank secured and the battery disconnected.

**§18.** In the case of an exhibition posing an increased fire risk, the Exhibitor is obliged to agree with the Organizer on the method and forms of additional fire prevention.

**§19.** Each Exhibition participant is obliged to immediately report to the Organizer any irregularities and fire hazards noticed in the Exhibition area.

**§20.** Each participant of the Exhibition is obliged to immediately follow the instructions given by the Organizer or persons appointed by the Organizer, concerning fire security at the Exhibition area.

**§21.** When a fire is noticed, it should immediately be reported to the fire brigade and the Organizer (Exhibition services) and - whenever possible - extinguishing operations should be started using manual extinguishing equipment. Until the Fire Brigade arrival, instructions of a person managing the rescue and extinguishing action should be strictly adhered to, and after the Fire Brigade arrival - instructions of the officer in charge of the rescue and firefighting operation.

## **STAND CONSTRUCTION**

**§22.** Arranging, equipping, use and dismantling of the Stand must conform to the current regulations, in particular, OHS, fire prevention and the construction law; it cannot pose a threat to people and property, and it cannot prevent or hinder:

- 1) the use of the Stands by Other Exhibitors,
- 2) use of internal roads marked out by the Organizer,
- 3) Exhibition staff from performing their duties.

The organizer may suspend works related to the stand construction in the event of violation of the above conditions.

**§23.** All works having an environmental impact and which may cause any obstruction to neighbouring stands, such as painting, polishing, cutting, whetting, etc., may only be performed within the stand.

**§24.** Any interference with the ground (e.g. digging, drilling) is prohibited without the Organizer's consent. In the event of a breach of this prohibition, the Exhibitor will be obliged to pay a contractual penalty in the amount of PLN 10,000 for each violation.

**§25.** The Organizer may route a power supply system through the stand, and the Exhibitor is obliged to allow performance of such works.

**§26.** The stand construction may not obstruct access to technical equipment (e.g., cables and switchboards, toilets) for operating personnel and other services of the Organizer.

**§27.** Lifts, cranes, loaders, excavators and other machines of this type and their supports should rest on a stable surface that prevents these elements from sinking into the soil. After finishing work, the booms should be folded to the transport position, with the arms lowered.

**§28.** During the exhibition, exhibitors are required to have ID badges.

## **STAND CONSTRUCTION COMPONENTS**

**§29.** Structural, advertising and decorative elements as well as any other elements of the stand and exhibits may not extend beyond the stand.

**§30.** All accessible sharp edges and elements of the exhibits at the stands must be properly secured in such a way as to prevent damage to people and property.

**§31.** In the case of exhibits and structures exposed to weather conditions, the exhibitor is obliged to prepare statics and strength of materials calculations and adapt to them.

**§32.** Tents, tent halls, etc., of any type, should be secured against wind by correct anchoring or weighing down.

**§33.** All structures and exhibits that are exposed due to their location or method of use to lightning discharges, such as dryers, silos, metal structures, must be properly earthed.

**§34.** Glazed elements must have a lower plinth made of unbreakable material with a minimum height of 40 cm.

**§35.** The objects should be placed on stable elements preventing the base elements from sinking into the ground, and if necessary, anchored with lashings preventing displacement from the vertical position due to gusts of wind. The lashings cannot extend beyond the stand.

**§36.** Vehicles, machines and appliances exhibited on raised structures should be appropriately secured against any possible movement.

## **POWER SUPPLY GRID**

**§37.** The stands and exhibits in the Exhibition area are powered by the TNS 230V / 400V, 50 Hz electrical network. For receivers with other power parameters, an appropriate converter should be used on one's own.

For power exceeding 3 kW, 3 phase supply shall be used. The power grid ends at the stand with a CEE-type outlet socket: 3-pole, 230V, 16 A; 5-pole, 400V, 16 A; according to power ordered.

**§38.** As an additional protection against electric shock, an automatic shutdown of the power supply should be used in the event of exceeding the safe value of the touch voltage, together with the use of local equipotential bonding (in accordance with PN-IEC-60364).

**§39.** The electrical installation at the stand should be protected with 30 mA residual current devices and equipped with a main switch.

**§40.** Motors with a power exceeding 5 kW may only be switched on with a starter.

**§41.** The Organizer reserves the exclusive right to make electrical connections for all Exhibition participants.

**§42.** All electrical devices and installations at the Exhibition area must comply with the requirements of the Polish Standard PN-IEC-60364 and should be made and operated in accordance with current rules for construction and operation of power systems.

**§43.** Unauthorized connection of the electrical system to the power grid is forbidden.

**§44.** It is forbidden to make any changes to the electrical installation (modification of the installation, etc.)

**§45.** Electrical installations of the stands are turned off daily after the exhibition closes.

**§46.** For safety reasons, Exhibition participants are required to turn off the electricity supply to their stand each time before leaving the stand.

**§47.** In the case of discovering by the participant / contractor any irregularities and disturbances in the functioning of the electrical installation, the Organizer should be immediately notified.

## **ADVERTISING**

**§48.** Any form of advertising outside the stand requires the Organizer's consent.

**§49.** The size and forms of advertising must not pose a threat to the safety of people and property and must not obscure the displays or cause any other problems at other stands.

**§50.** Flag poles must not exceed a height of 10.0 m and cannot block internal roads.

**§51.** If the wind speed exceeds 60 km / h, the flags should be lowered half-mast, and if the wind speed exceeds 80 km / h, the flags should be removed from the advertising poles.

**§52.** Each day, before leaving the stand, the exhibitor is obliged to lower the flags from the advertising mast

## **MATERIALS HAZARDOUS TO HEALTH AND ENVIRONMENT**

**§53.** Exhibition participants are obliged to remove on their own solid and liquid waste hazardous to health and environment, as well as traces of such waste. It is forbidden to throw away waste hazardous to health and the environment, as well as food waste to toilets and generally accessible rubbish containers, as well as to grass-covered areas. Any problems with this type of waste shall be reported by the Exhibition Participant to the Organizer.

**§54.** Equipment emitting radiation (radioactive, x-rays, and other), as well as laser appliances used and presented at the Exhibition area should conform to requirements and regulations for such appliances.

## **OTHER PROVISIONS**

**§55.** It is forbidden to use any aircrafts in the exhibition area - including drones, balloons (including tethered), airships etc.

**§56.** Wireless communication, transmitting-receiving and radiolocation devices as well as high-frequency devices used in the Exhibition area must have a permit from the Office of Electronic Communications for their operation.

**§57.** The maximum permissible noise level at the stand during the Exhibition, related to the display of equipment, advertising, etc., may not exceed 73 dB. The organizer may measure the noise level at the border of the stand. If the noise level is exceeded, the Exhibitor is obliged to bring the noise level to the permissible standard. If he fails to do so, the Organizer may stop the presentation and the Exhibitor shall not be entitled to any claims.

**§58.** Waste generated during assembling and disassembling of stands, as well as during the Exhibition, should be removed to waste containers available in each sector.

**§59.** When loading is completed, the Exhibitor is obliged to hand over the empty and tidy stand area to the Organizer. In the event of failure to comply with this obligation, the Organizer may commission the necessary work at the Exhibitor's cost and risk.