

## 1. Scope of application

These safety regulations apply to the organisation of events on the premises and in the halls of Karlsruher Messe- und Kongress GmbH (hereinafter referred to as Messe Karlsruhe). They are based on the requirements of the Baden-Württemberg Ordinance of the Ministry of Economic Affairs on the construction and operation of places of assembly (hereinafter VStättVO) and specify the binding obligations between Messe Karlsruhe and the organiser in accordance with the provisions of § 38 (5) VStättVO. The Contract Partner of Messe Karlsruhe is responsible for ensuring that the obligations incumbent upon the “organiser”, according to the wording of these safety regulations, are fully implemented. The Contract Partner must oblige the service providers it commissions to comply with the safety and fire protection requirements.

Supplementary safety and fire protection measures for an event may be required by the building supervisory authorities, fire protection authorities, police and Messe Karlsruhe if the type or scope of the planned event poses special risks to people and property.

## 2. Notification and approval requirements

### 2.1 Notification requirements before the event

The organiser must inform and agree the following in writing with Messe Karlsruhe at least 7 weeks before the event: all relevant organisational and technical details, the time of the beginning of the event, admission times, the time of the end of the event, and plans for hall(s), rooms and areas (hereinafter referred to as the place of assembly). Messe Karlsruhe reserves the right to provide the organiser with an (electronic) data mask to be used for the collection of all the data exclusively required for the event. All data must be entered into this mask. Messe Karlsruhe reserves the right to transmit this data to the authorities and offices involved in the event (regulatory authority for public order, police, fire brigade, building regulatory authority, ambulance/rescue service and private security service).

In particular, the organiser must provide the following data:

- the name and personal contact details of its authorised decision-making representative who will be present during the event,
- whether he will be accompanied by “persons responsible for event technology” to supervise the assembly and dismantling of the event as well as the event itself,
- the size and layout of performance areas / stages / grandstands, catwalks, front platforms, podiums and similar structures,
- the expected number of visitors and the expected audience profile,
- whether bag searches and entrance controls are planned,
- whether stage, studio, lighting technology or other technical equipment are to be brought into the meeting place,
- whether technical equipment will be moved or reconfigured during the event,
- whether movement of mechanical/technical equipment or artistic performances will take place within or above the auditorium
- whether the event will include activities/pyrotechnic effects which represent a fire hazard, the use of laser systems or dry ice machines (please note that additional permits are required). Note: Activities/pyrotechnic effects which represent a fire hazard are generally prohibited in the Schwarzwaldhalle.
- whether embellishments, decorations/equipment/props are to be brought into the place of assembly (fire protection classes must be verified in accordance with VStättVO)
- whether a “technical rehearsal” is planned by the organiser before the event.

Based on the information provided by the organiser, Messe Karlsruhe will prepare a security and safety assessment in advance of the event. This will be used to plan essential safety measures and, in particular, the necessity and numbers of qualified event personnel and external emergency services (fire brigade, medical service, security service) required at the event (see §§ 40 to 43 VStättVO). If the organiser fails to provide this information punctually, without omissions, or even entirely, Messe Karlsruhe can assume an increased level of event risk. Any additional costs resulting from this (e.g. staffing costs for an increased number of security personnel) must be borne by the organiser. The provision of incorrect information may lead to the restriction, cancellation or termination of the event.

### 2.2 Technical rehearsals

For performance areas with a floor space of more than 200 m<sup>2</sup>, or guest performances which utilise their own sets, a private technical rehearsal incorporating the entire set must be carried out before the first performance, unless the type of event and the scale of the set (providing there are no concerns) eliminates the need for such a rehearsal. Messe Karlsruhe shall decide if the rehearsal is necessary based on the information provided in accordance with Section 2.1 (after consultation with the building supervisory authority). If this is the case, the organiser must arrange a prospective date with Messe Karlsruhe for a technical rehearsal in good time.

### 2.3 Permits and inspections

Event rooms and areas are made available on the basis of officially approved escape route and seating plans with a specified maximum visitor capacity. Changes in the type of use and deviations from the existing approved escape route and seating plans, e.g. by altering the seating arrangement or the escape routes or by erecting marquees, podiums, grandstands, special constructions or portable structures, require the written consent of Messe Karlsruhe. These measures are generally subject to mandatory inspection and approval by the building supervisory authority and fire department.

### 2.4 Costs of regulatory permits and approvals

For the above and for all projects described in these safety regulations as requiring notification or approval, the organiser may be asked to submit documents, plans, certificates, test certificates, and expert reports as well as construction and fire safety inspection approvals. Messe Karlsruhe will support the organiser in implementing official approval procedures. The duration and costs of the approval process, including the risk of ineligibility for the authorisation, shall be borne entirely by the organiser. The costs of official inspections are also borne by the organiser.

## 3. Responsible persons, external services, house rules

### 3.1 Responsibility of the organiser

The organiser is responsible for the event programme and ensuring that the event runs safely and smoothly. He must ensure that the number of visitors does not exceed the maximum permissible capacity in the event rooms and areas provided to him. Exceeding this capacity is strictly prohibited. The organiser shall bear the legal responsibility for implementing the safety precautions in the place of assembly with respect to decorations, equipment, props, constructions, installations, suspensions, cabling and stage, studio or lighting equipment provided by himself or by third parties commissioned by him for the duration of the use of the place of assembly. He must ensure that all objects and materials used comply with these safety regulations and

the operating regulations of VStättVO and the German Social Accident Insurance (DGUV), in particular DGUV-V Regulation 17 "Staging and production facilities for the entertainment industry". Compliance with all further laws and regulations are also the sole responsibility of the organiser, particularly those contained in the German Protection of Young Persons Act (*Jugendschutzgesetz*), the German Sunday and Holiday Observance Act (*Sonn- und Feiertagsgesetz*), the German Working Hours Act (*Arbeitszeitgesetz – AZG*), the German Labour Protection Act (*Arbeitsschutzgesetz*), the German Non-Smokers' Protection Act BW (*Nichtraucherschutzgesetz BW*), the German Industrial Code (*Gewerbeordnung*), and regulations controlling pollution and emissions.

The organiser is obliged to comply with the safety and security concept for the place of assembly and to implement it in agreement with Messe Karlsruhe. Where these are necessary for the event in question, Messe Karlsruhe shall provide the organiser with the necessary documents relating to the safety and the security concept (pocket maps for emergencies, etc.) for use exclusively at his event. For events with special risks, Messe Karlsruhe is entitled to require the organiser to produce and implement an event-specific safety and security concept.

### 3.2 Authorised representative of the organiser

The organiser must provide the operator with the name of a representative who is authorised to make decisions (see Section 2.1) and will be present for the entire duration of the event. At the request of Messe Karlsruhe, this authorised representative must participate in a joint tour of the place of assembly and familiarise himself with the event rooms, including escape and rescue routes. Prior to the event, at the request of Messe Karlsruhe, the authorised representative must also participate in a coordination meeting/briefing on the safety regulations to be observed. The organiser's authorised representative must ensure that the event runs in a safe and orderly manner. He must be present during the event, available to be contacted at all times and, if required, must coordinate any necessary decisions in consultation with his designated contact at Messe Karlsruhe, public authorities and external organisations (fire service, police, building supervision authorities, regulatory authority for public order, medical service). He is obliged to terminate the event if a particularly hazardous situation creates a clear danger to persons present and makes this necessary.

### 3.3 Event manager

Messe Karlsruhe is entitled to require that the organiser's authorised representative accept the role of event manager for the duration of the event in accordance with § 38 (2) and (5) VStättVO. In this case, the organiser's event manager will be assisted by a competent person nominated by Messe Karlsruhe who is authorised to make decisions. If the role of event manager is not transferred to the organiser, or if the organiser refuses to accept this role, Messe Karlsruhe will nominate an event manager from its own personnel. In the latter case, Messe Karlsruhe shall be entitled to charge all the costs incurred by taking on the role of event manager to the organiser.

### 3.4 Messe Karlsruhe technical staff, persons responsible for event technology, event technicians

All building services equipment in the place of assembly may only be operated by Messe Karlsruhe technicians. The organiser must ensure that the technical equipment and structures brought in for the event are operated by qualified personnel in accordance with §§ 39, 40 VStättVO. The organiser must notify Messe Karlsruhe regarding the required qualified personnel no later than eight weeks before the event. If the organiser's technical equipment is simple in type and scope, Messe Karlsruhe may manage and supervise its assembly, dismantling and operation in accordance with § 40 (2) to (4)

VStättVO and charge the organiser for these services. In such a case, at the request of Messe Karlsruhe, the organiser must nominate one or more of its employees to take on the role of coordinating occupational health and safety and the work on-site during assembly and dismantling.

### 3.5 Responsibility of Messe Karlsruhe

Messe Karlsruhe and its agents are entitled and obliged to carry out spot checks to ascertain whether the organiser is complying with the operating regulations of VStättVO and these Safety Regulations. For this purpose, they must be granted access to the event rooms and areas at all times.

### 3.6 Admission, safety and security services

The safety and security service is responsible for the tasks specified in VStättVO. It is ordered by Messe Karlsruhe via external service partners and at the expense of the Contract Partner. Factors considered in determining the number of security staff required include the type of event, the number of visitors, potential event risks, external threats and any additional requirements specified by the authorities. Consequently, Messe Karlsruhe will only communicate the exact number of admission and security personnel required shortly before the respective event as this is based on the security and safety assessment. Only security companies familiar with the place of assembly may be commissioned for this role. It is therefore essential that the company providing the security service/admission personnel is recognised as acceptable by Messe Karlsruhe. Messe Karlsruhe is entitled at any time and without restriction to:

- reject any alternative security company proposed by the organiser without giving reasons
- specify a minimum number of admission and security staff or to provide them at the expense of the organiser.

### 3.7 Fire brigade (fire safety guard) and medical service

Messe Karlsruhe will communicate with these services prior to the event based on the security and safety assessment carried out for the event. The scope of these services (number of persons to be provided) depends on the type of event, the number of visitors, event-specific safety regulations and requirements specified by public authorities in individual cases. The Contract Partner must bear the costs of these services.

### 3.8 Enforcement of house rules

On the basis of these Safety Regulations and the current house rules, and together with Messe Karlsruhe, the organiser must enforce the house rules within the rooms and areas placed at his disposal vis-à-vis visitors to the event and commissioned third parties. Messe Karlsruhe shall continue to enforce the house rules vis-à-vis and alongside the organiser, and vis-à-vis visitors and third parties while the event rooms and event areas are placed at the organiser's disposal. The commissioned security personnel will assist in the enforcement of the house rules.

Violations of the house rules, these Safety Regulations, event-related legal regulations or official orders must be stopped by the organiser immediately. Messe Karlsruhe is entitled to substitute performance at the expense of the organiser if the organiser does not act immediately after being requested to do so. If a substitute performance is not possible or unreasonable, if the organiser refuses the substitute performance or refuses to pay the costs, Messe Karlsruhe may request the organiser to vacate and surrender the event areas place at his disposal as a last resort. If the organiser does not comply with such a request, then

Messe Karlsruhe shall be entitled to order the termination of the event including the clearance of the venue and have this performed at the organiser's expense and risk.

## 4. Safety and fire protection regulations

### 4.1 Traffic regulations, escape routes, safety equipment

#### 4.1.1 Driving on the premises

German road traffic regulations (StVO) apply throughout the premises. Vehicles must not exceed walking speed anywhere on the premises. Vehicles of all kinds are driven at the driver's own risk. Messe Karlsruhe is entitled to inspect loading spaces in motor vehicles and containers carried by persons when entering or leaving the premises. Depending on the progress of construction and dismantling activities for other parallel events, the premises may be closed temporarily for motor vehicle traffic.

#### 4.1.2 Forklifts and pallet trucks

Only service companies authorised by Messe Karlsruhe are permitted to drive motorised vehicles, such as forklifts, into foyer and hall areas for the organiser and the companies commissioned by him. Exceptions require the prior consent of Messe Karlsruhe. The transportation of loads by the organiser using hand-operated aids (e.g. pallet trucks) is permitted. The organiser, and/or the companies commissioned by him, must inform themselves about the permissible floor load capacity and the type of floor surface before transporting any loads into the venue.

#### 4.1.3 Fire brigade access zones

Essential fire brigade access routes and manoeuvring areas marked by no stopping signs must be kept free at all times. Vehicles and objects parked/placed on escape routes and in security areas will be removed at the owner's expense and risk.

#### 4.1.4 Emergency exits/escapes, corridors, aisles

These escape routes must be kept free at all times. All escape route doors must be easy to open to their full width from the inside. Exit doors, emergency exits/escapes and their signs must not be obstructed, covered or otherwise made unidentifiable. The full width of all corridors and aisles must be kept free during the event at all times and never obstructed by parked or protruding objects. Corridors and aisles serve as escape routes in case of danger. Fire and smoke protection doors must not be kept open by wedges or other objects.

#### 4.1.5 Safety equipment

Fire alarms, fire hydrants, fire extinguishers and pipes, smoke flaps, flue system release valves, smoke detectors, telephones, supply and exhaust air openings of heating and ventilation systems, smoke extraction systems, their signs and green emergency exit signs must be accessible and visible at all times; they must not be obstructed, covered or otherwise rendered unidentifiable.

## 4.2 Installations and constructions for events

### 4.2.1 Technical equipment belonging to Messe Karlsruhe

All existing, permanently installed technical building equipment may, as a general principle, be operated only by Messe Karlsruhe personnel and/or contractually authorised service companies approved by Messe Karlsruhe. This also applies to all connections to be made to the utility networks (e.g. electricity, water, telecommunications) belonging to Messe Karlsruhe. Unless otherwise agreed, the event organiser is not entitled to require Messe Karlsruhe to remove any of its own installed technical equipment from the event rooms.

### 4.2.2 Technical equipment belonging to the organiser

Technical equipment provided by the organiser, or companies the organiser has commissioned to supply such equipment,

must comply with the generally accepted regulations for technical equipment, in particular those of the accident prevention regulations DGUV-V 17 and DGUV-V 3 regarding safety and functionality. Electrical (switching) systems must not be accessible to visitors and must be adequately secured. For safety reasons, the suspension of items from ceilings and supporting structures may only be carried out by the service partners commissioned by Messe Karlsruhe. The organiser must notify Messe Karlsruhe of any suspensions it requires in good time in writing, and arrange their installation. The suspension of items must be carried out in accordance with the generally accepted technical rules. Compliance with the specified load limits is mandatory. In cases of doubt, a static appraisal of the suspensions will be performed at the organiser's expense.

### 4.2.3 Suspensions, rigging

For safety reasons, the suspension of items from ceilings and supporting structures may only be carried out by the service partners commissioned by Messe Karlsruhe. The organiser must notify Messe Karlsruhe of any suspensions it requires in good time in writing, and arrange their installation. The suspension of items must be carried out in accordance with the generally accepted technical rules. Compliance with the specified load limits is mandatory. In cases of doubt, a static appraisal of the suspensions will be performed at the organiser's expense.

### 4.2.4 Installations and constructions, performance areas, special structures

The organiser must notify Messe Karlsruhe of all installations and constructions inside the venue as well as the construction of portable structures in the outdoor area. Installations and constructions may only be erected within hall areas which are clearly designated as installation areas in the emergency escape route and seating plans. Deviations from approved plans are generally not permitted. Only in exceptional cases, and with the consent of Messe Karlsruhe, can an official approval procedure be initiated at the cost and risk of the organiser.

### 4.2.5 Stages, performance areas, grandstands and podiums

If stages, performance areas, grandstands and podiums are erected inside the place of assembly, they are considered to be modifiable installations and not structural installations or portable structures. However, the following legal requirements for places of assembly must be observed:

- The substructure of grandstands or podiums with a floor area of more than 20 m<sup>2</sup> must be made of non-combustible building materials. This also applies to the substructure of the steps and stairways
- The associated stairways must be made of non-combustible building materials and have closed steps. Stair steps made of wood are permitted
- The floors and steps of grandstands and podiums must not have openings through which people could fall
- Generally accessible areas directly adjacent to areas that are more than 0.20 m lower must be surrounded by railings/balustrades of a suitable height (generally 1.1m).
- Modifiable installations must be designed in such a way that dynamic stresses cannot endanger their stability.

### 4.2.6 Carpets, floor coverings

Any carpets or floor coverings must be secured in such a way that they cause no risk of slipping, tripping or falling for people. Carpets and other floor coverings must be laid with due regard to safety. Only adhesive tape that can be removed without trace may be used to secure carpets and floor coverings. Self-adhesive carpet tiles are not permitted. All materials used must be removed without trace. The same applies to substances such as oils, fats, paints etc. The hall floors must not be painted.

## 4.2.7 Safety barriers

If, at concert events, standing areas for visitors are arranged in front of performance areas, the visitor standing areas must be separated from the performance area by a safety barrier to ensure that a corridor of at least 2 m width is available between the performance area and the safety barrier for the use of security service and rescue team personnel.

If more than 5,000 standing places are arranged for visitors in front of a performance area, at least two further safety fences (barriers) must be erected in front of the performance area to form standing areas which are accessible only from the sides. The safety fences (barriers) must be at least 5 m apart from each other at the sides and at least 10 m apart across the width of the performance area. Possible exemptions in individual cases concerning the construction and arrangement of safety barriers shall be decided by Messe Karlsruhe in coordination with the building supervisory authority on request.

For events with performance areas and fewer than 5,000 standing places, appropriate safety barriers must be erected if the anticipated audience profile for the type of event makes this especially necessary. This decision will be made by Messe Karlsruhe based on a security and safety assessment, insofar as no official order from the authorities has been issued. The costs for the provision, construction and dismantling of safety barriers and possible exemption requests to the authorities shall be borne by the organiser.

## 4.2.8 Glass

Only safety glass may be used for glass constructions. The edges of glass panes must be machined or protected in such a way as to eliminate the risk of injury. All-glass components must be visibly marked at eye level.

## 4.2.9 Bolts, holes, nails

The insertion of bolts/anchors and the hammering of holes into hall floors, walls and ceilings is prohibited. Nail guns are also prohibited. Any exceptions shall be decided by Messe Karlsruhe.

## 4.3 Decorations, equipment, props

### 4.3.1 Decorations

Materials, decorations and curtains used to decorate the event must be made of at least flame retardant materials (B1 in accordance with DIN 4102 or at least Class C in accordance with EN 13501-1). Decorations in essential corridors, aisles and staircases (escape routes) must be made of non-combustible materials (A in accordance with DIN 4102 or A1 in accordance with DIN EN 13501-1). Materials that are used repeatedly must be checked to ensure their flame retardant properties are still intact and re-impregnated if necessary. Messe Karlsruhe may request the submission of an official test certificate for the required properties of the material.

All materials brought onto the premises must be kept at an adequate distance from ignition sources, spotlights and heat sources so they cannot catch fire. Decorations must be attached directly to walls, ceilings or equipment. Decorations which are (freely) suspended in the room are only permitted if they are at least 2.50 m from the floor and do not impair the effect of automatic fire-fighting equipment. Decorations made of real plants may only remain in the rooms for as long as they are fresh. Bamboo, reeds, hay, straw, bark mulch, peat, (fir) trees without root balls, or similar materials do not meet the above requirements. Any exceptions shall be decided by Messe Karlsruhe in coordination with the fire brigade.

### 4.3.2 Equipment

Stage parts and stage set components, such as wall, floor and ceiling elements, must be made of at least flame retardant materials.

Certificates confirming the flame retardant properties of objects must be submitted to Messe Karlsruhe on request.

## 4.3.3 Props

Props are pieces of furniture from stages and stage sets. These include, in particular, furniture, lights, pictures and crockery. They must be made of materials that are at least normally flame resistant.

## 4.4 Special fire protection and safety regulations

### 4.4.1 Open fire, flammable liquids, gases, pyrotechnics

The use of open fires, flammable liquids, gases, pyrotechnics, explosives and other highly flammable substances is prohibited. This ban does not apply if the use of these items is justified by the nature of the event and the organiser has agreed the required fire safety measures with Messe Karlsruhe and the responsible authorities. In the case of a previously approved use of liquefied petroleum gas, the following requirements must be observed in particular: the German Ordinance on Industrial Safety, the accident prevention regulation "Use of LPG" (DGUV 79), the Technical Rules for Compressed Gases (TRG 280) and the occupational health and safety information "Safe use of liquefied petroleum gas in mobile operational sites" (ASI 8.04). The use of pyrotechnic items must be approved by the responsible authority and supervised by a person qualified under explosives law. The organiser is responsible for obtaining the permit. The costs incurred for obtaining regulatory permits and securing the event when using pyrotechnic items shall also be borne by the organiser.

### 4.4.2 Candles, kitchen and heating equipment

The use of candles and similar light sources as table decorations and the use of open fire in designated kitchen facilities for the preparation of food is permitted only with the consent of the Messe Karlsruhe ("safe candlelight").

### 4.4.3 Flammable packaging materials

Flammable packaging materials must be removed from the place of assembly immediately by the organiser. Packaging, waste or leftover materials must not be stored under or on stages, grandstands or podiums under any circumstances.

### 4.4.4 Vehicles and containers

Vehicles with internal combustion engines and containers may only be exhibited in the halls with the approval of Messe Karlsruhe. The contents of the vehicle tank must be reduced to the minimum level necessary to drive in and out of the halls (the low fuel lamp on the fuel gauge must be illuminated). Fuel caps must be locked if possible. Depending on the event and the location of the vehicle, additional safety measures may be required, such as inerting the fuel tanks, disconnecting the batteries and/or posting security guards. For vehicles with alternative fuel technologies, e.g. LPG, natural gas and hydrogen, the contents of the vehicle tank must also be reduced to the minimum level necessary for entering and exiting the halls (see above).

Above all, in vehicles powered by natural gas, the pressure tank must be almost completely emptied. However, it is important to ensure that the tank retains a residual pressure. This eliminates the danger of air entering and forming an explosive mixture with the fuel gases. For vehicles with alternative drive technologies, e.g. electric or hybrid drives, the traction batteries must be separated from the drive by means of a safety clamp switch (main switch).

### 4.4.5 Fire, welding, abrasive cutting, hot work

All types of fire and hot work are prohibited in the place of assembly. Exceptions are only permitted with the prior written approval of Messe Karlsruhe.

### 4.4.6 Electrical cables

Electrical cables must be laid in such a way that they cannot become dangerously warm (uncoiled, spread over a large area and adequately ventilated).

If possible, cables should be routed 2.50 m above thoroughfares. Potential tripping hazards caused by cables, hoses or ramps must be indicated by a conspicuous marking.

#### **4.4.7 Use of balloons, flying objects and drones**

The use of balloons filled with safety gas and other flying objects including drones in the halls and outdoor area must be requested in advance and approved by Messe Karlsruhe. The use of flying objects and drones is generally prohibited while visitors are present in the halls and outdoor areas.

### **4.5 Occupational health and safety, environmental protection**

#### **4.5.1 Occupational health and safety**

All construction and dismantling work must be carried out in compliance with the applicable accident prevention and occupational health and safety regulations, in particular DGUV-V 1 "Prevention", DGUV-V3 and DGUV-V17/18, and DGUV information "Safety during events and productions". The organiser and the companies commissioned by him are responsible for observing the accident prevention and occupational health and safety regulations. The organiser and companies acting on his behalf must ensure that their assembly and dismantling work does not jeopardise the safety of other persons present in the place of assembly. Hazardous areas and protective measures (prohibitions/requirements) must be clearly signed in accordance with ASR A1.3 "Safety and health markings and signs in the workplace" – even if they are only required for a short time. Where necessary, the exhibitor must ensure that there is adequate coordination between the parties performing the work. If this is not possible, he must temporarily stop the work and contact Messe Karlsruhe.

#### **4.5.2 Volume, hearing protection**

Organisers of musical performances at which high sound pressure levels (volume) are to be expected must independently check whether and which precautionary measures are necessary to prevent harm to the listeners. The organiser must ensure that visitors and third parties are not injured during the event (incl. sudden hearing loss) by limiting the volume appropriately. DIN 15 905-5 "Event technology sound engineering – Part 5" is a generally accepted technical regulation: "Measures to prevent the risk of hearing loss of the audience due to high sound pressure levels from electro-acoustic sound systems". This must be observed by the organiser. In addition, the organiser must provide a sufficient number of hearing protection devices (e.g. earplugs), and make them available to visitors on request, if it is impossible to eliminate the risk that visitors may be harmed by excessive sound pressure levels. This must be clearly indicated in the entrance area of the venue.

#### **4.5.3 Noise protection for residents**

The event must not lead to unreasonable noise disturbance for residents in the vicinity of the venue. At music events and events that produce unusually high noise levels, noise emission control measurements must be carried out at the organiser's expense during the event if requested by the responsible authorities. If the permissible noise levels are exceeded, the event may be restricted or cancelled.

#### **4.5.4 Laser systems**

The operation of laser systems is subject to compulsory registration and must be coordinated with Messe Karlsruhe. When operating laser systems, compliance with the following requirements is mandatory: Occupational Health and Safety Ordinance on Artificial Optical Radiation 2006/25 EC/OSrV, DIN EN 60825-1,

DIN EN 12254 and, for show lasers, DIN 56912 and DGUV Information 203-036 "Laser equipment for show and projection purposes". The competent supervisory authority must be notified prior to the commissioning of Class 3R 3B and 4 laser systems. If requested by a publicly appointed and certified expert, the safety of these laser systems must be checked at the exhibitor's expense. The test certificate must be submitted to Messe Karlsruhe before the event. The notification must be accompanied by a written order of a laser safety officer present on-site. The competent authority is the Staatliches Amt für Arbeitsschutz (public office for occupational health and safety).

#### **4.5.5 Smoking ban**

Smoking is not permitted anywhere inside the place of assembly. Insofar as no exception to the smoking ban is permitted, the organiser must ensure that the smoking ban is enforced during the construction, dismantling and execution of the event.

#### **4.5.6 Waste handling**

The production of waste during construction/dismantling and the event itself must be avoided as far as possible in accordance with the principles of the German Closed Substance Cycle and Waste Management Act (KrW- / AbfG). Waste that cannot be avoided must be disposed of in an environmentally sustainable manner (recycling before disposal). The organiser is obliged to contribute to this effectively. Waste containers provided in the premises must be made of non-combustible materials and emptied regularly.

The organiser must ensure that all materials (packaging, decorations, etc.) as well as installations and constructions brought onto the grounds of the venue by him or his contractors are completely removed after the event has ended. Only substances and materials that cannot be reused (and have thus become waste) may be disposed of, for a fee, via the Messe Karlsruhe waste disposal system.

In the case of hazardous waste (waste requiring supervision), Messe Karlsruhe must be informed immediately and a separate disposal arranged via authorised service partners of Messe Karlsruhe.

#### **4.5.7 Sewage**

Disposal of solid or liquid waste via the sewage system (toilets, sewers) is strictly prohibited. If mobile catering stands are used, fats and oils must be collected and disposed of separately. Cleaning work must always be performed using biodegradable products.

#### **4.5.8 Environmental damage**

Environmental damage/contamination on the premises (e.g. due to leaking gasoline, oil, hazardous substances) must be reported to Messe Karlsruhe immediately.