

# Stand Construction and Layout Rules

## Fire safety rules

**TO BE COMMUNICATED IMPERATIVELY  
TO YOUR DECORATOR / INSTALLER**

## Stand Construction and Layout Rules

### PLAN APPROVAL :

Each project must, prior to construction, be submitted to the Architecture Department, which will either authorize or deny its implementation on-site. Any project that does not comply with the established rules will be rejected, and moreover, any stand built without the approval of the Architecture Department may be dismantled at the exhibitor's expense.

Stand layout projects must be submitted via email no later than Monday, January 19, 2026, to the Architecture Department:

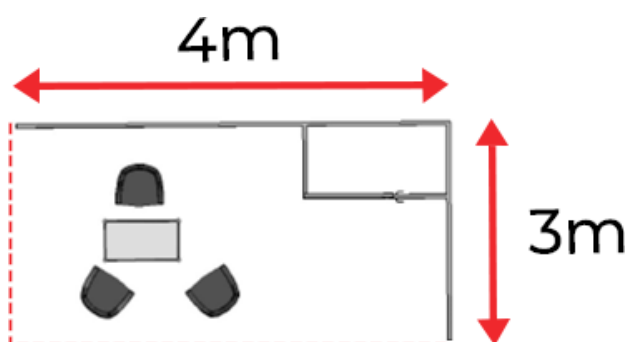
**DECO PLUS**

Contact: Elisabeth TOUGARD - [w.decoplus@free.fr](mailto:w.decoplus@free.fr) - +33 (0)9 67 78 93 85.

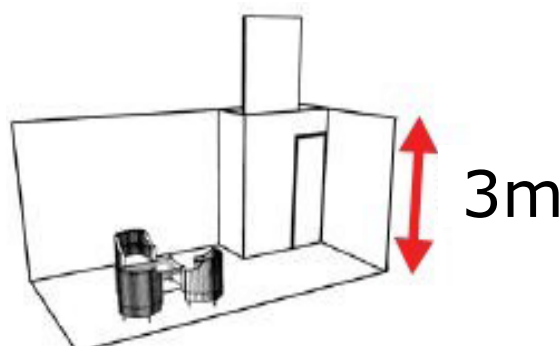
### You must send :

1. The «top view» plan with scale references, dimensions, and the positioning of set-backs (adjacency + aisles).
2. The «cross-section» plan with scale references, dimensions, and heights of the projected volumes.
3. 3D views.

### TOP VIEW



### ELEVATION VIEW



## Height of construction of stands, distances from, and opening on aisles

The constructions of the stands must take into account the following heights and distances. Adjoining stands may not come to private arrangements that contravene these regulations.

- Partition walls must be **3 m high**.
- Maximum construction height of 5 m from the building floor.

The sides of offices, decorations or panels overlooking neighbouring or adjoining stands must be smooth, plain, painted in neutral colours or covered with M1 fireproof wall textile. No electrical cables should be visible.

## Aisle openings

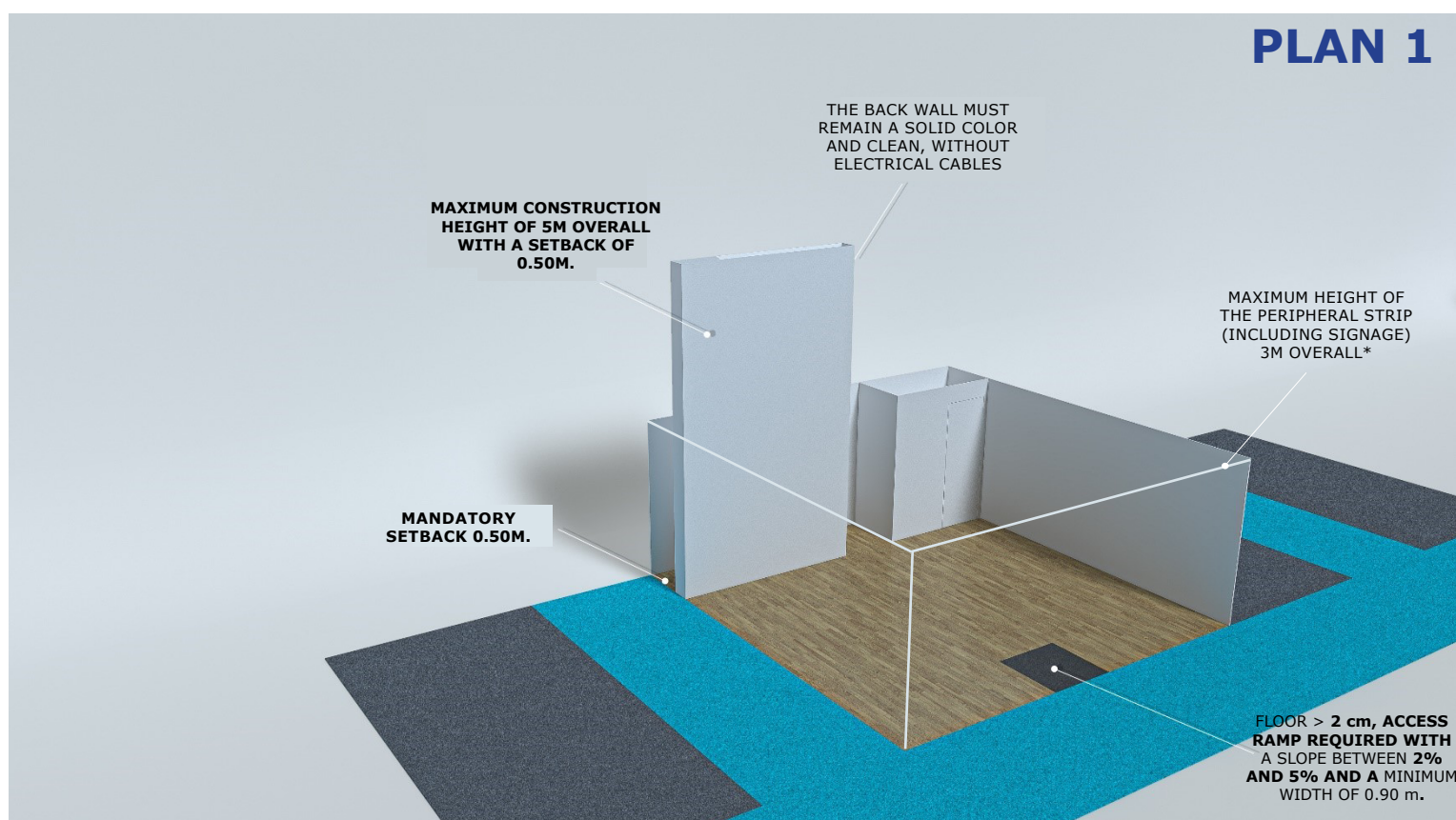
Each façade bordering an aisle must respect a **minimum opening of 30%**. They must maintain a free passage of circulation (green plants, windows, half-height partition or others are not allowed). Any closure of over 30% must be set back by 1 m from the aisles.

## Withdrawals from nearby aisles and stands

Elements from 0 to 3 m high: do not require any layout adjustments.

Elements from 3 to 5 m high: 0,5 m away from neighbouring stands. Cf Plan 1

There is no need to set them back from aisles.



\*Overall height: height from the floor to the highest point of the partition and/or decorative elements.

## GENERALITIES :



Some locations are subject to specific height restrictions or constraints, such as non-liftable areas. Please refer to the technical plan of the exhibition, which includes indications of non-liftable zones, ceiling heights, and the location of drainage channels. Do not hesitate to contact us with any questions regarding these constraints.

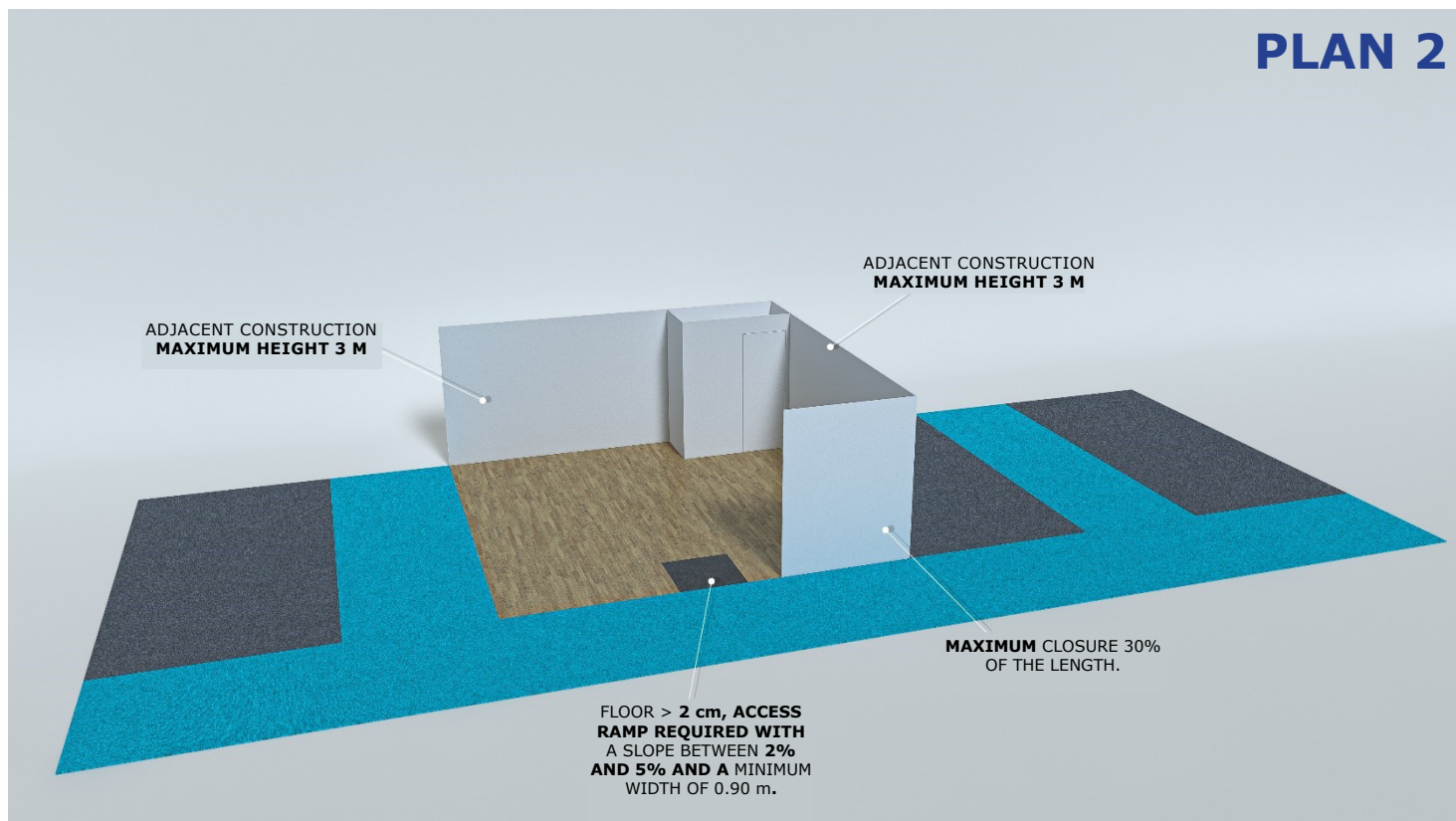


The floor load capacity is 1.5t/m<sup>2</sup> and 500kg/m<sup>2</sup> at the locations of the drainage channels. Beyond this load, please implement load distribution devices or contact CLAMAGERAN.

## ADJACENT PARTITIONS :

Adjacent partitions must have a maximum height of 3m, including floor height. Any construction adjacent to another must have a height of 3m overall. See plan 2. We remind you that it is mandatory to ensure that the back walls of your stand are impeccable and that all electrical cables are concealed. In case of non-compliance, we will be forced to cover the back of the partitions with scrim cloth, which will incur **additional charges at your expense**.

## PLAN 2



## **RAMPS (access for persons with reduced mobility):**

Any stand on a floor higher than 2 cm must have an accessibility ramp with a slope between 2% and 5% and a minimum width of 0.90 m.

The maneuvering area must be 90 x 140 cm.

Every stand must allow for circulation within it. The passageways of the stand must have a minimum width of 1.40 m, free of any obstacles, to facilitate crossings.

In the case of a temporary and unavoidable narrowing, the minimum width of the accessible path may be between 1.20 m and 1.40 m for a short distance to allow for a crossing between a pedestrian and a person in a wheelchair.

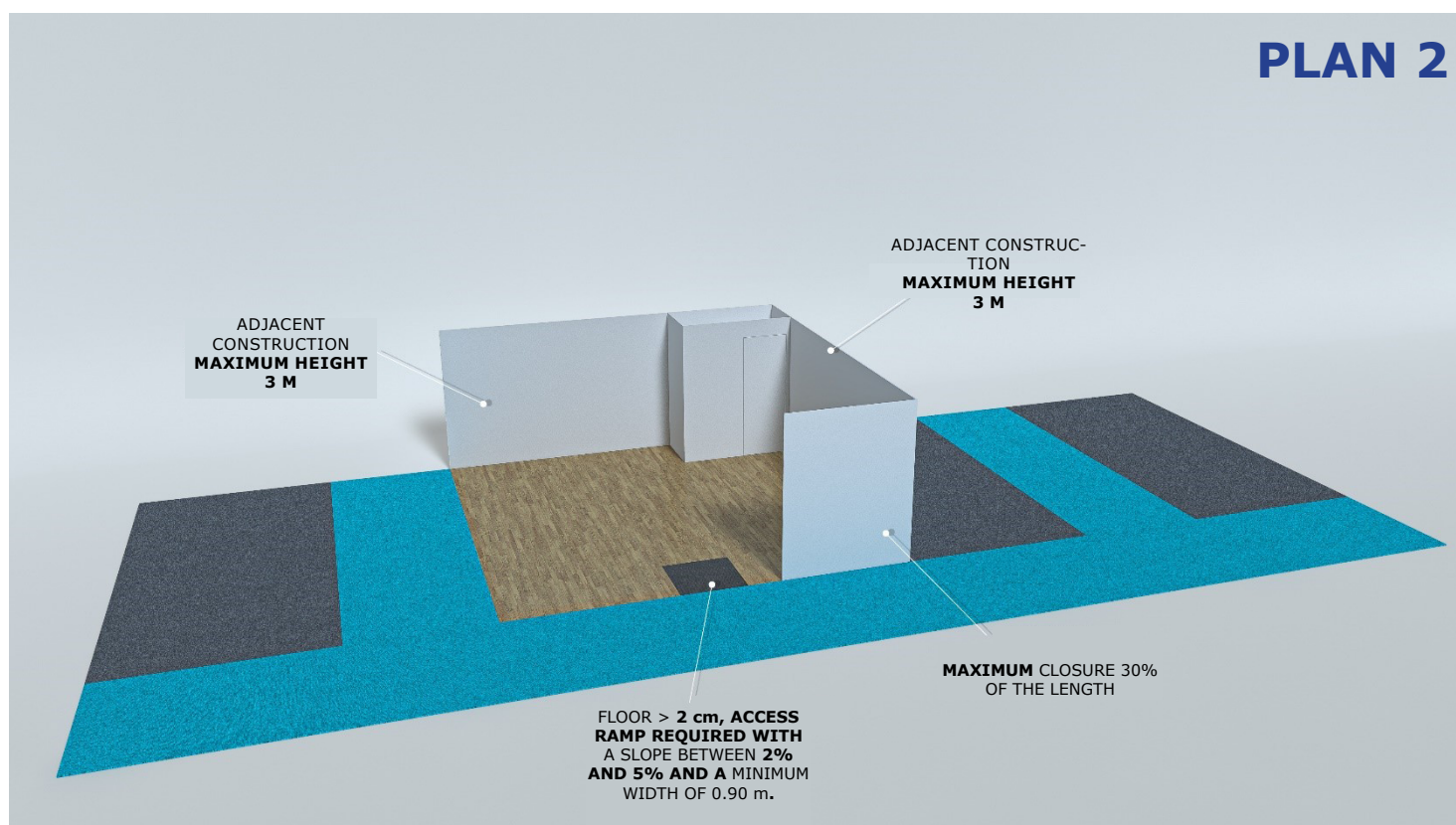
The surface or flooring of the accessible path must be:

- stable
- non-slip
- free of obstacles for wheelchair wheels.

## **OPEN ANGLE:**

Any open facade of your stand facing an aisle must have a minimum opening of 30%. See plan 2.

Each opening facing an aisle must maintain a clear passage for circulation (green plants, glass, half-height partitions, or others are not permitted). Any closure exceeding 30% must observe a setback of 1 m from the aisles



## **ISLAND STAND:**

Any open facade of your stand facing an aisle must have a minimum opening of 30%.



## SIGNS / LIGHTING RAMPS :

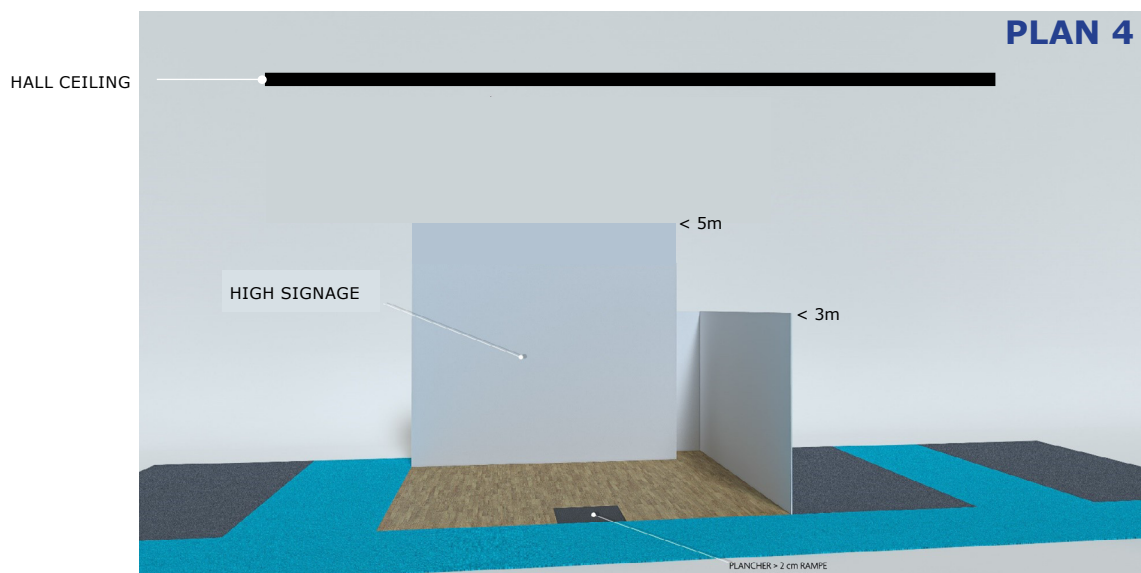
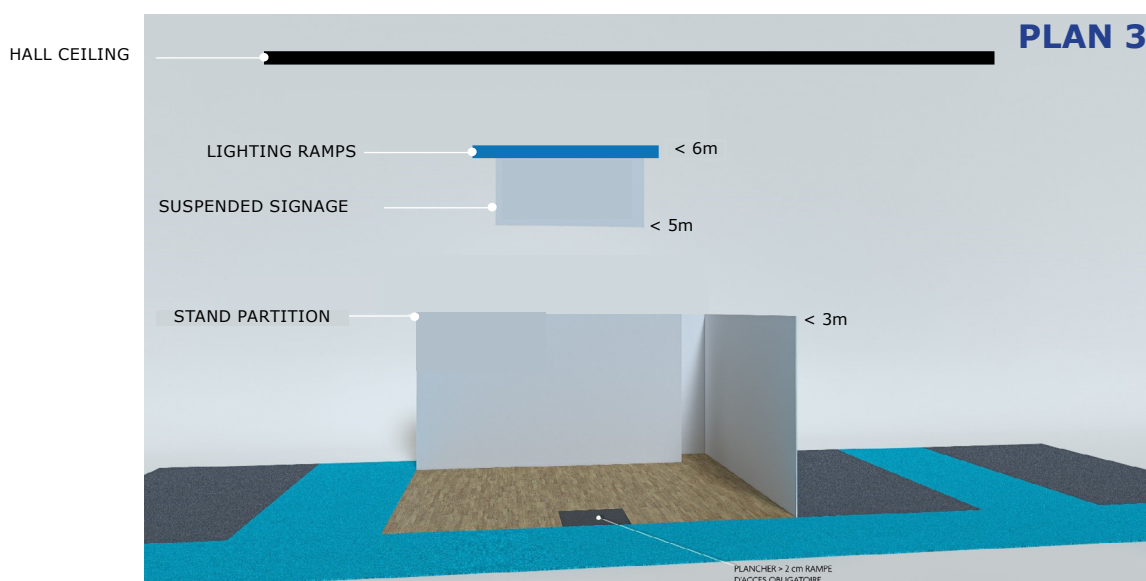
The signage and its support are limited to 6 m from the floor of the building and must be set back at least 0,50 m from the neighbouring stands.

If you want to install a velum, refer to our safety officer for approval of the maximal coverage ratio.

Signs/Lighting ramps are defined here as an openwork superstructure that can include an illuminated label or logo of the exhibitor.

Self-supporting structures with a label or illuminated symbol of the exhibitor must be set back from any neighbouring stands by at least 0.50 m and will be limited to a height of 5 m.

As a reminder, double storey stand are not allowed.



## **SOUND SYSTEM AND ILLUMINATED SIGNS**

Toute Any light or sound advertising must be subject to the approval of Franchise Expo Paris, which may revoke the authorization granted, in case of inconvenience to neighboring exhibitors, to traffic or to the holding of the exhibition.

Music and other sound features can be tolerated if they do not exceed the volume of 70dBA. «Flashing light» signs and similar are not allowed. Illuminated signs or signs are allowed. Under no circumstances they can be intermittent or flashing. Light projections are strictly prohibited outside the surface area of the stand.

## **FLOORS, WALLS, HALL PILLARS AND CLADDING**

The floors, walls, pillars of the halls are made of concrete, lacquered metal or clad in wood cladding. It is forbidden to drill, seal, bleed or cut there. It is also forbidden to paint them. Some pillars have technical and safety control boxes that must remain visible and free to access. The cladding on pillars has a height of 3 m.

## **SMOKE EXTRACTION CONTROLS AND FIRE EXTINGUISHERS**

Smoke extraction controls or fire extinguishers are installed on the cladding of the perimeter walls or on the pillars. The fire hoses are mentioned on the plans. Intercoms must remain permanently usable. The markings of these installations must remain visible.

## **FIRE HOSE REEL STATION FHR (FIRE HOSE REELS)**

Ce sont des postes d'incendie situés sur les poteaux en milieu ou en périphérie de stand. Ils doivent être parfaitement dégagés comme indiqué dans le règlement de sécurité incendie.

## **FLUID DISTRIBUTION CHANNELS AND HATCHES**

The distribution of fluids in the halls is ensured by a set of gutters or hatches. The gutters and hatches are completely enclosed by iron plates that it is prohibited to handle. Only VIPARIS is authorized to manipulate these gutters and hatches.

## **DAMAGE**

Exhibitors are liable for themselves and for all companies working on their stand for all damage and deterioration caused to the constructions of the building (during the transport, installation or removal of their equipment).

## ATTACHMENT POINTS

We would like to bring to your attention the provisions relating to the control of suspended structures laid down by the Paris Departmental Safety Commission.

This concerns all temporary installations suspended from the exhibition center's attachment points by slings (light ramps, framework structures, signage, etc).

The safety specifications of the «Parc des Expositions - Paris Porte de Versailles» site have been modified to take into account the inspection procedures for these installations. Thus, it is compulsory to control and certify the installations by an approved control office (\*) before the installation of the rigging points. The latter may require the calculation report provided to the exhibition center to verify the weight of the rigging points, particularly if the total load exceeds one ton. This control will allow to obtain the report of the stability of the installations and to present it to the safety officer before the opening of the exhibition.

In order to help you with these procedures, we have listed the following control office. You can also mandate the control office of your choice:

**\* ICE**  
**Pierre BEILLE DOMEQ**  
**+ 33 6 88 88 15 91**  
**pierrebdq@gmail.com**

**\*SOCOTEC**  
**Patrick PEREIRA**  
**+ 33 6 08 12 08 21**  
**patrick.pereira@socotec.com**

**\*QUALICONSLT**  
**Didier FAIVRE**  
**+ 33 7 63 65 62 53**  
**sdvam@qualiconsult.fr**

## ACCESSIBILITY FOR PEOPLE WITH REDUCED MOBILITY (PRM)

In accordance with the regulations and the exhibitor's manual for stands with a floor height of more than 2 cm, it is necessary to provide access for people with reduced mobility, which must not encroach on the traffic aisles.

This must be at least 0.90 m wide and have a slope between 2% and 5%.

## SLINGS FOR HANGING FROM THE ROOF STRUCTURE

Hanging operations on building structures are carried out solely by the specialised services of VIPARIS Porte de Versailles. They are the only people authorised to work on the pavilion structures. The slings are designed for a maximum load of 50 kg to 80 kg per attachment point depending on the location of your stand (including temporary loads: motors, electrical cables, etc.) according to the sling attachment location plan.

Items will be hung at a height of 6 m and no exemptions will be granted to this rule.

## EQUIPMENT IN OPERATION

Exhibitors wishing to present equipment in operation must return the «Equipment in operation» form to the security officer (Cabinet Handi secur and the organizer see your technical and logistic manager in «Key company contacts»)

## SAFETY COMMISSION

All installations must comply with the regulations laid down by the «Prefecture de Police». The Exhibition Management will check all stand installations and will refuse all those that do not comply with the Exhibition Regulations.

Due to the possible passage of the Safety Commission, the installation of the stands must be completed **by 10:00 p.m on 13 March 2026.**

# Fire Safety Rules

Prevention rules related to:

- fire and safety,
- the risk of public panic,
- the welcoming people with disabilities

**PLEASE FULFILL THE FIRE&SAFETY ONLINE DECLARATION:**

[www.handisecur.com/salon/franchise/formulaire](http://www.handisecur.com/salon/franchise/formulaire)

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## 1) GENERALITIES

The exhibitor must comply with the safety rules on the prevention of fire and panic in establishments open to the public fixed by:

- the 25<sup>th</sup> June 1980 order;
- the 18<sup>th</sup> November 1987 order defines the particular provisions applicable to exhibition Halls;
- the Decree of July 25, 2022, as amended, regarding removable temporary structures;
- safety specifications of 'Parc des Expositions de la Porte de Versailles' (v. oct. 2018);
- any related regulatory text.

The text below is made up of aspects from this legislation and is designed to facilitate understanding.

Further information regarding fire safety is available from:

HANDI'SECUR

Tél : +33 (6) 87 99 86 59

Email : [handisecur@handisecur.com](mailto:handisecur@handisecur.com)

## 2) ACCESSIBILITY FOR PERSONS OF REDUCES MOBILITY (PRM)

The exhibitor must comply with French regulations and with the accessibility order.

All premises and facilities open to the public must allow access to the disabled and to people with reduced mobility.

Applied to the show, this means that:

- minimum width = 0,90 m,
- chamfer 33%, if : 2 cm < high of the floor < 4cm,
- ramp 4 % (no restriction on the length),
- or ramp 5% on a length <10m,
- or ramp 10% on a length <0,50m,
- or ramp 8% on a length <2,00m,

People with reduced mobility could use the registration banks (H maximum of 0.80 m, minimum empty under the work plan of 30 cm deep, 0.70 m height and 0.70 m wide).

1st Floor stands are not allowed on this show.

## 3) FIRE REGULATIONS AS THEY RELATE TO THE FITTING OUT OF STANDS

### 3.1. MATERIALS, RATING REQUIREMENTS

#### 3.1.1. General information

All materials used must have a specific fire rating (French class or Euroclass).

#### 3.1.2. Requirements

- Stand structure and partitions with M3 or D minimum rating (European classification system),
- Large furniture items (cash till, counter, display unit, separator screens, etc.) with M3 or D minimum rating,
- Wall coverings (natural or plastic materials) with M2 or C minimum rating,
- Curtains, hangings or loose voiles with M2 or C minimum rating,
- Firmly fixed floor coverings with M4 or D minimum rating,
- Draped decorative or stand-dressing items (advertising panels if surface area >0.5m<sup>2</sup>, string decorations, small decorative objects etc.) with M1 or B minimum rating,
- Full canopies with M2 or C minimum rating,
- Ceilings and false ceilings with M1 or B minimum rating,
- Mesh canopies must be CNPP (French test laboratory) certified.

#### 3.1.3. Equivalence

- Non resinous solid wood: if thickness > 14 mm, rated M3 or D,
- Resinous solid wood: if thickness > 18 mm, rated M3 or D,
- Wood-based panels (plywood, boarding, particleboard and fibreboard): if thickness >18mm, rated M3 or D,

ATTENTION : Have the fire resistance test reports for materials used available on each stand. Failing this, have the equivalent fireproofing certificates available on each stand.

### 3.1.4. Fire reaction certificate

Exhibitors must hold on each booth the fire reaction classification reports of the coatings and materials used or, failing that, hold the equivalent fireproofing certificates.

Exhibitors should obtain these coatings and materials from suppliers or specialized traders, which will prevent them from fireproofing on site which has certain disadvantages (salts used attack metals and fireproofing is valid for only 3 months).

### 3.1.5. Ignifugation

Fireproofing can impart M1 quality to materials that are in the normal medium or easily flammable state.

Fireproofing can be done by spraying, brushing or dipping.

Contact information can be obtained from:

Groupement Technique Français de l'Ignifugation :  
10, rue du Débarcadère  
75852 Paris cedex 17  
tel. : +33 1 40 55 13 13

## 3.2. CONSTRUCTION AND FIT-OUT RULES

### 3.2.1. Prohibited

- Curtains, hangings and voiles in front of exits,
- Paints and varnishes classified as flammable (for example nitrocellulose or glycerophthalic paint),
- The use of signs or advertising panels which features white letters on a green background,
- Stands with several raised levels,
- Covered upper levels (ceiling, false ceiling, full velum). Only mesh velum or smoke out type allowed.

### 3.2.2. Covered stands (ceiling, false ceiling or velum)

- Area < 300sq.m,
- each booth 4 m away,
- if velum, effective hanging and support by a network of crossed wire (mesh of 1 sq.m maximum),
- If area > 50sq.m:
  - Appropriate extinguishers,
  - One security guard holding the "SSIAP1" qualification present,
  - Equipped with autonomous unit security lighting. This security lighting must be put on standby when the normal lighting is intentionally switched off.

### 3.2.3. Stand with a raised level

Stands with a raised level are not permitted.

### 3.2.4. Closed stands or rooms

Send file to HANDI'SECUR to obtain their opinion and approval.

Number and width of exits:

- If area < 20sq.m: 1 of 0.90m,
- 20sq.m ≤ area < 50sq.m: 1 x 0.90m and 1 x 0.60m,
- 50sq.m ≤ area < 100sq.m: 2x0.90m or 1x1.40m and 1x0.60m,
- 100sq.m ≤ area < 200sq.m: 1x1.40m and 1x0.90m or 3x0.90m,
- 200sq.m ≤ area < 300sq.m: 2 x 1.40m,
- Area > 300sq.m, contact HANDI'SECUR,
- Exits suitably spaced,
- Exits signed.

### 3.2.5. Suspended elements / dismountable assemblies

See attestation on page 8 with obligation of a control office. If necessary, please contact the HANDI'SECUR company: +33 6 87 99 86 59 – handisecur@handisecur.com

## 4) ELECTRICITY

### 4.1. EXHIBITORS' GENERAL OBLIGATIONS

- the installations must consist only of fixed pipes,
- cables or conductors shall be category C2,
- the ducts and profiles used for cable trays, chutes and cable covers must be of the non-propagatory type of flame according to their current standard,

- All piping must have a protective conductor connected to the switchboard ground,
- if exceptionally equipment in class 0 exposure is supplied, it must be protected by devices with residual current not more than 30 mA,
- Class I devices shall be connected to the protective conductor of the pipeline supplying them,
- the use of individual protective earth outlets is prohibited.

#### **4.2. ELECTRICAL EQUIPMENT CABINETS AND BOXES. MUST COMPLY WITH LEGISLATION, NAMELY:**

Exhibitors must ensure that the following regulations are applied:

- electrical box : inaccessible to the public,
- electrical box : easily accessible by staff and emergency services,
- conduits and wire mouldings used for cable troughs, wire ways and cable ducts must be made of flame-retarding material, in compliance with European standards,
- only fixed wiring may be used for electrical systems,
- cables and wires must be Category C2,
- all electrical apparatus, cables and conduits must be earthed,
- if class 0 equipment is to be powered up (exceptionally), it must be equipped with a residual current (maximum 30 mA) differential switch or safety device,
- class I equipment must be connected to the earth wire of the main supply line,
- the use of individual ground plates is forbidden.

IMPORTANT : if  $P > 100$  kVA :

- electrical box in an enclosed room for this purpose only,
- local reported,
- installation of a CO2 fire extinguisher,
- M3 bulkheads,
- not be located under a mezzanine accessible to the public.

Send "Declaration of Devices and Equipment in Operation" sheet attached in appendix.

#### **4.3. HALOGEN LAMPS (EN 60 698 STANDARD)**

STAND LIGHTING THAT INCLUDES HALOGEN LAMPS MUST:

- be a minimum of 2.25 metres from the ground,
- be located a safe distance from all flammable materials (at least 0.50 metre from wood and other decorative material),
- be well secured,
- be fitted with safety glass or fine mesh wire, providing protection against the consequences of a bulb blowing.

#### **4.4. HIGH VOLTAGE NEON SIGNS. NEON SIGNS**

They must :

- be protected by a screen made of material with an M3 fire rating,
- have a power switch clearly marked,
- have transformers out of public reach,
- have a sign marked "Danger: high voltage" visible nearby.

### **5) HELIUM BALLOONS**

- No helium cylinders (empty or full) stored in the Hall,
- Balloons must be blow up without the presence of the public,
- Balloons must be kept into the booth,
- If the balloon is lit, the exterior must be M2-rated.

### **6) TEMPORARY INSTALLATIONS OF COOKING DEVICES INTENDED FOR CATERING**

- cooking devices are authorised if the total nominal power is lower than 20 kW per stand,
- containers of 13 kg of liquid gas (Butane or Propane) at most are authorised.
- just one cooking installation implanted by stand,
- cookers hoods must be installed above any apparatus giving off exhalation and vapour. The extractor hood must be closed on 3 sides and hang down 0,80m above the cooking area,
- be provided with one or several fire-extinguishers,
- bottles must be placed upright, with the cut-off valve accessible at all times,
- provide at least a fire extinguisher appropriate to the risks with staff trained in its handling during the opening hours of the show to the public (example: provide 1 CO2 extinguisher of 2kg for an electrical cooking appliance in operation on the stand).

Send "Declaration of Devices and Equipment in Operation" sheet attached in appendix.

Don't hesitate to contact HANDI'SECUR: [handisecur@handisecur.com](mailto:handisecur@handisecur.com)

#### **7) USE OF LIQUEFIED HYDROCARBON**

- Containers of liquefied gas must contain less than 13kg to be allowed in the pavilion - Bottles in used can't be accessible by the public and must be protected against impacts,
- Bottles must be separated from each other by a noncombustible partition or be distant by 5m at least,
- 1 bottle for maximum 10sqm and with a maximum of 6 bottles by stand,
- No bottle (empty or full) can't be stocked in the stand if it is not connected,
- Hose of connection must be changed before the security deadline,
- Bottles have to be stand-up (not angled),
- The turn-off button must be accessible at any time.

#### **8) MACHINERY AND OPERATIONAL EQUIPMENT**

OPERATIONAL EQUIPMENT AND MACHINERY FOR DEMONSTRATION MUST COMPLY WITH THE FOLLOWING RULES:

- the Organizer must receive a list of all equipment and machinery that is to be operational at the Show, at least 30 days before the Show begins (see form in attachment),
- such equipment must not present any risks to public safety,
- stationary equipment or machinery (whether or not operational):
  - any dangerous parts (= moving parts, hot surfaces, blades and sharp objects) must be more than 1 meter from the public thoroughfare or protected by a rigid screen.
- moving equipment or machinery:
  - must be presented in a protected area where members of the public are kept at a distance of at least one meter from the equipment itself.
- hydraulic jacks presented in a raised static position:
  - the equipment's hydraulic safety mechanisms must be supplemented by a mechanical safety device preventing any untimely activation.
- all equipment must be properly stabilized.
- provide at least a fire extinguisher appropriate to the risks with staff trained in its handling during the opening hours of the show to the public (example: provide 1 CO2 extinguisher of 2kg for an electrical cooking appliance in operation on the stand).

Don't hesitate to contact HANDI'SECUR: [handisecur@handisecur.com](mailto:handisecur@handisecur.com)

Thermal or combustion engine machines and demonstration chimneys shall be equipped with a device to remove combustion gases from the outside. Please contact the Organizer to define the locations for this type of installation and the cost associated.

#### **9) FLAMMABLE LIQUIDS**

Use of flammable liquids is limited to the following quantities per stand:

- 10 litres of flammable liquids of 2nd category for 10m2 of stand, with a max. of 80 litres,
- 5 litres of flammable liquids of 1st category (Flash point < 55°C).

#### **10) RADIOACTIVE SUBSTANCES / X RAYS / LASERS**

It is forbidden to display radioactive substances on exhibition stands.

The use of X-ray equipment on exhibition stands is prohibited.

The use of lasers inside exhibition halls is prohibited.

#### **11) FIREFIGHTING EQUIPMENT**

- The RIA (fire hose), on the stand, will have to remain visible and accessible. The formwork of the RIA (fire plug) is prohibited.
- But, exceptionally, in front of the fire hose, a curtain is authorized. A sign above the curtain (a panel with pictogram or letters RIA, 40 cm x 15 cm) will remind the presence of the fire plug,
- A passage: 1,00 m broad minimum, will be arranged since the aisle.

#### **12) PROHIBITED EQUIPMENT, PRODUCTS, GASES**

The following are prohibited at the Show:

- distribution of samples or products containing an inflammable gas,
- balloons inflated with a flammable or toxic gas,

- articles made of celluloid,
- the presence of pyrotechnic or explosives devices,
- the presence of ethyl oxide, carbon sulphide, sulphuric ether and acetone,
- the use of acetylene, oxygen, hydrogen or equivalent high-risk gases,
- radioactive substances,
- X-ray emitting equipment,
- prohibited lasers,
- deposit of boxes, cartons, wood on stands and in clearances prohibited.

FRANCHISE 26



## 13. OPERATIONAL EQUIPMENT AND MACHINERY FORM

EXHIBITION	
NAME OF THE BOOTH :	HALL : NUMERO :
Société :	
Contact :	
Phone number:	e – mail :

**1. OPERATIONAL EQUIPMENT AND MACHINERY IMPORTANT:** Equipment exhibited in operation must include either screens or fixed and effective protective casing which places any dangerous part out of the public reach or must be settled in such a way the dangerous parts are out of the public reach, or at least at a distance of one meter from circulation aisles. Demonstrations will be carried out under the full and complete responsibility of the exhibitor.

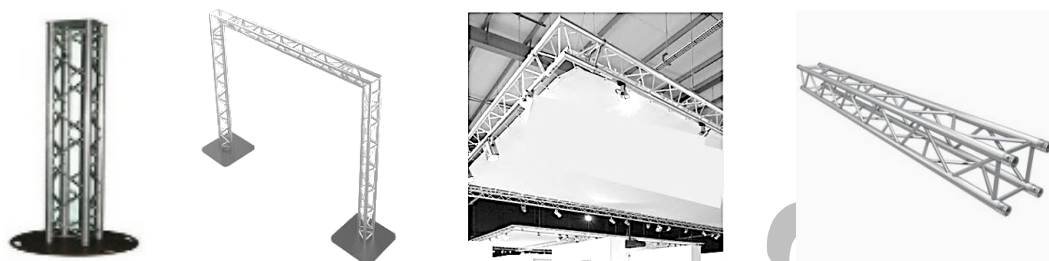
Type, nature	
Risks involved	
Protection measures	

<b>2. USE OF PRODUCTS REQUIRING DECLARATION</b>	
Source of electrical power in excess of 100 kVA	
Type of equipment and power:	
<b>Flammable liquids</b>	
Nature	
Use	On the booth : 10 litres max. of flammable liquids of 2nd category for 10m2 of stand, 5 litres max. of flammable liquids of 1st category (Flash point < 55°C).
<b>Liquefied gaz (acétylène, oxygen, hydrogen,...)</b>	
Nature	Quantity:

<b>3. USE OF EQUIPMENTS REQUIRING AUTHORIZATION</b> (Please contact HANDI'SECUR)			
Special effects (smoke, fog, laser)	YES	NO	Nature :
Radioactive substances	YES		
	Autorisation ASN	YES NO	

Date:	Signature : Name, surname, and quality, preceded by "read and approved"
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## 14. ATTENTION MANDATORY VERIFICATIONS FOR TEMPORARY AND DISMOUNTABLE STRUCTURES (in application of the [Order of 25 July 2022](#) amended and the specifications of the Park)



Example of temporary and demountable structures from left to right: totem, self-supporting arch, suspended light bridge with sign

You are building your own structure, Select the category (cat.) to define your regulatory steps:

Vous devez (lignes cumulatives) :	<u>Cat. OS1</u> Height of the highest point of the structure less than 3.50m (including support)	<u>Cat. OS2</u> Height of the highest point of the structure between 3.5m and 6.2m (including support)	<u>Cat. OS3</u> Height of the highest point of the structure greater than 6.2m (including support) and/or more than 12 slings and/or more than 1000 kg
	Mandate a control office or an accredited body before the start of the assembly to obtain a control file (verification: notes of calculations, plans,...)	X	X
	Mandate a control office or a competent technician trained for the verification after installation of your structure	X	X Bureau de contrôle uniquement
	Draw up a certificate of good installation to be handed over to the inspection office or the competent technician (model available via this link: <a href="#">Attestation</a> )	X	X

Here are some contacts of French Control Office:

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