

**COMBINED INTERFERENCE RISK
ASSESSMENT REPORT**
**For set-up/exhibition and dismantling
at Vicenza Expo Centre**

**Legislative Decree no. 81
of 9 April 2008**

REVIEW	REVIEW DATE	REASON FOR REVIEW
01	14.02.2024	Update due to construction work on Halls 2 and 5
00	23.10.2023	General update

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1. INTRODUCTION

This Combined Interference Risk Assessment Report (D.U.V.R.I.) has been drafted by Italian Exhibition Group S.p.A., in implementation of the requirements in art. 26 of Leg. Dec. 81/08 and subsequent modifications and integrations, and Inter-ministerial Decree of 22/07/2014 entitled “Stage events and Trade Show Decree”.

The purpose of this document is to identify the interfering risks between the various ongoing activities in relation to the assembly, dismantling and execution phases of the various events.

Whenever the set-up structures come under the field of application of art.6, chapter II of Inter-ministerial Decree of 22/07/2014, the provisions of Paragraph IV of Legislative Decree 81/08 will need to be applied in the manner provided for in the Stage events and Trade Show Decree.

In fact, the purpose of this document is to integrate the contents of Italian Exhibition Group S.p.A.’s risk assessment document with the risks of interference with activities carried out by contractors and/or workers at the Expo Centre, as far as is reasonably foreseeable, and to identify the prevention and protection measures to eliminate or, at least, reduce them.

Companies that have access to the Expo Centre may be directly appointed by Italian Exhibition Group S.p.A. or by third parties (organisational secretariats, exhibitors, other entities, etc.), through direct or subcontracting contracts.

For the purposes of this document, the following are defined as “interference risks”:

- risks arising from several overlapping activities being carried out by different contractors in the same or adjacent areas
- risks introduced into the customer's workplace due to contractor work, where Italian Exhibition Group S.p.A. workers are present;
- existing risks in the customer's workplace where the contractor is expected to work, in addition to those specific to the contractor's own activity;
- existing risks in the Expo Centre, where the contractor is expected to work, or deriving from particular methods of execution explicitly requested by Italian Exhibition Group S.p.A., in addition to those specific to the contractor's own activity;
- risks arising from the activities carried out by the contractor towards any third parties who are occasionally in the Expo Centre, where the contractor is called upon to provide services.

This document is addressed to all companies and/or self-employed workers operating inside the Expo Centre. Risks arising from the operators’ own activities are, however, excluded

Vicenza Expo Centre has a Health and Safety at Work Management System that includes information on, and the coordination of, work activities carried out within it. The System includes the carrying out of monitoring activities for the purpose of detecting non-conformities. During the trade show set-up and dismantling phases, IEG personnel will carry out checks to assess compliance with the regulations in force, documenting irregularities and providing information on the correct behaviour to adopt. Any continually repeated violations of the regulations will lead, in the first instance, to their being reported to the Exhibitor/Outfitter, and subsequently to the removal of the workers.

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1.1 Generalities

The activity carried out is of the trade show and conference type. A large flow of people is expected inside the halls of the Expo Centre whenever an event and/or a conference in the conference centre is organised. Less attendance is expected in the stand set-up and dismantling phases in the days immediately before and after events. Employees are constantly present and are mainly located on the first floor of the office building. Some employees are stationed predominantly in the halls, in the warehouse area, or in the branch office in Hall 9

This Combined Interference Risk Assessment Report (D.U.V.R.I.), foreseen by art.26 of Leg. Dec. 81/08 and subsequent modifications and integrations, is specific for every trade show and is an integral part of the ongoing relationship between the Organiser and every Exhibitor, formalised by the contract of which each party is in possession, and refers to the periods of activity in the Expo Centre, identified as the following:

- pre-trade show: outfitting days in preparation for the event;
- trade show: the days on which the event takes place;
- post-trade show: dismantling days.

The contents of this document are the result of design and organisational decisions in compliance with Article 15 of Leg. Dec. 81/08 and Annex V of Inter-ministerial Decree of 22/07/2014 entitled “Stage Events and Trade Show Decree”, with particular regard to the context and site where the event is to be held.

Every Employer of the individual contractors shall inform their workers exposed to interference risks about the contents of this document and the emergency measures adopted in the Expo Centre.

1.1 Combined Interference Risk Assessment Report update

The Combined Interference Risk Assessment Report is updated in relation to the evolution of work activities that involve interference risks and any modifications made.

In order to update it, I.E.G. may use specific coordination reports with the interfering companies involved.

1.2 Definitions

For the purposes of the provisions in this document:

- **Manager:** refers to the legal subject that manages the Expo Centre
 - **Italian Exhibition Group S.p.A. “Vicenza Expo Centre”**

Activities carried out	Trade show activities
Company name	Italian Exhibition Group S.p.A.
Legal/operational headquarters	Via dell’Oreficeria, 16 36100 VICENZA
Telephone	0444969111
Fax	0444969000
Chamber of Commerce registration	EAI no. VI-102383
INAIL number (insurance against accident at work)	3466079/73
INPS number (Social Security)	9104937452
Competent ASL (local health authority)	Spisal No. 6 Vicenza
Person delegated as Employer	Mario Vescovo (Architect)
Health and Safety Representative	Alessandro Zanetti
Firefighting team	See Emergency Procedure
First Aid team	See Emergency Procedure
AED operators	See Emergency Procedure
Company doctor	Dott. Maurizio Lunazzi
Health and Safety Manager	Ada Simili
Safety Advisor	Mattia Gasparini

- **Organiser:** legal subject that organises the trade show
 - Italian Exhibition Group S.p.A.
 - Other companies/organs that promote, organise and manage the event within Vicenza Expo Centre
- **Exhibitor:** company or other legal subject that, allotted a specific area, participates in the trade show;
- **Outfitter:** subject that is the owner of the contract for setting up the stand and erecting any exhibition structures;

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- **Supplier:** subject that is the owner of a contract for the work/supply and installation/services within the Expo Centre commissioned by Fiera di Vicenza or by third parties (exhibitor, outfitter, organiser);
- **Stand:** a single area where the Exhibitor is to take part in the trade show;
- **Further outfitted space:** outfitted area for conferences, exhibitions, offices and other services in support of the trade show;
- **Expo Centre:** a permanent structure, or other area, in which to host the trade show, equipped with its own logistic organisation and relative viability for the purposes of holding trade shows;
- **Outfitting structure:** series of elements used to set up a stand or other outfitted space;
- **Tensile Structure:** canvas covered framework that can be open or closed at the sides.

1.3 Contracts and sub-contracts

Contracting parties, in the case of administration, contracting, subcontracting and work contracts, must comply with the provisions of art. 26 of Leg. Dec. 81/08.

Contracts and any sub-contracts must be formalised in writing with the subcontractor assuming all the liabilities and obligations provided for the contractor as well as what is provided for in this document, in the Technical Regulations, in the Vademecum and in the Safety Regulations in force at the Expo Centre.

The contracting party shall verify, within the terms of the law, the technical and professional suitability of the subcontracting companies.

Italian Exhibition Group S.p.A. and/or the employer of each individual contractor, must inform their workers, who may be exposed to the interference risks, about the content of this document and the emergency measures adopted at the workplace concerned in this document.

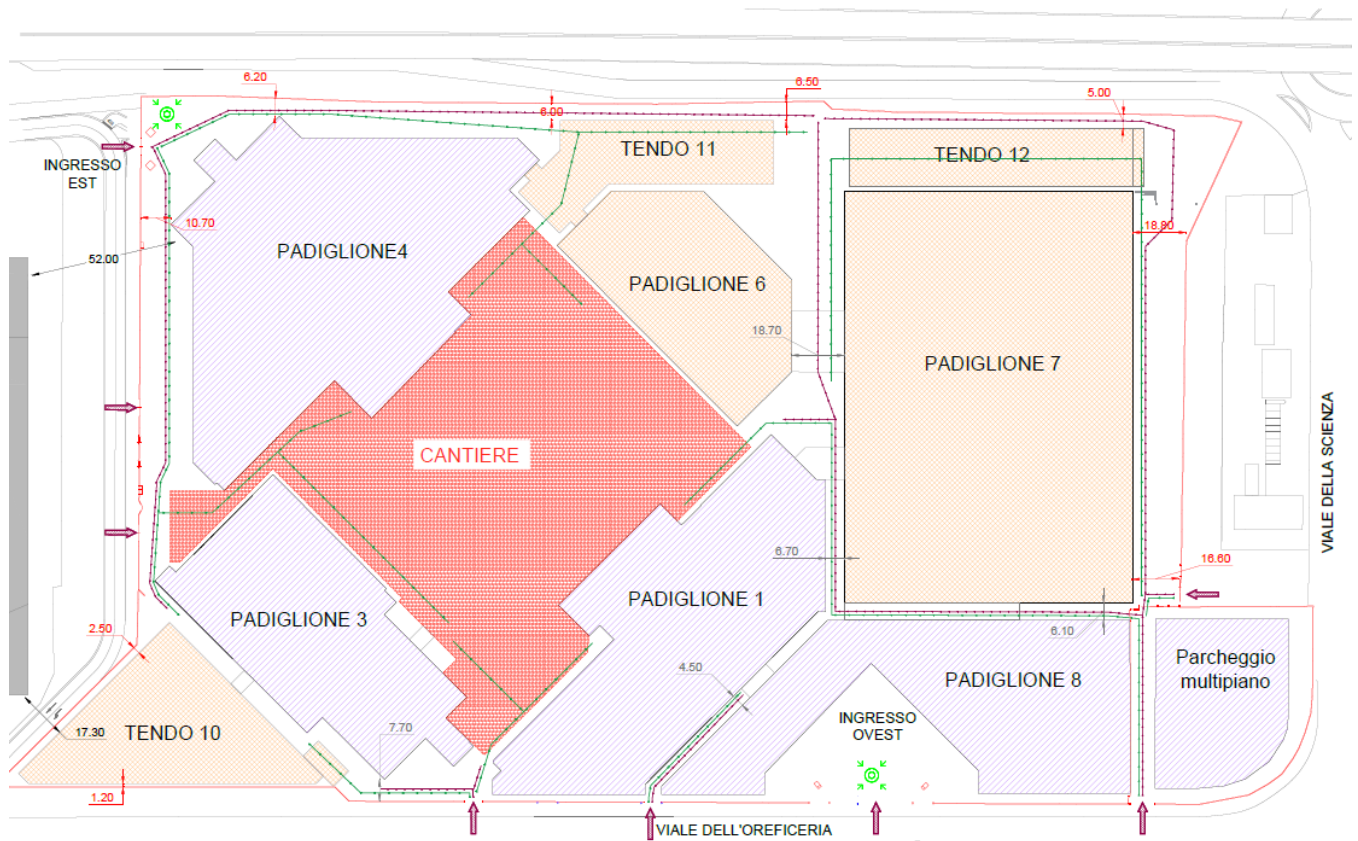
All companies must comply with the health and safety at work regulations currently in force. In this regard, Italian Exhibition Group S.p.A. technicians will carry out random supervision and verification operations.

2. EXPO CENTRE FEATURES

Vicenza Expo Centre is located in Viale dell'Oreficeria 16, covering an area of about 80,000 m², bordered around the perimeter by Viale degli Scaligeri, Viale della Scienza and Viale dell'Oreficeria, on which halls 1- 3/3.1/3.2-4-6-7-8 have been erected. The main building also has an additional venue, Hall 9, located in Viale del Lavoro 69.

Construction work is currently underway inside the Expo Centre grounds and involves the demolition of halls 2 and 5 and the subsequent construction of a new hall.

There are no interferences since, in accordance with the Safety and Coordination Plan (SCP), the areas are well separated and physically segregated (both internally and externally), as shown in the diagram below.



It is absolutely forbidden for any unauthorised person to enter the purposefully segregated and cordoned off construction site areas.

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3. EXPO CENTRE ACCESS

All personnel carrying out stand set-up and dismantling work for the event, whether direct contractors or subcontractors, must be in possession of an ID card and entry badge that includes the appropriate identification of the company they work for, in order to work inside the Expo Centre.

Access to the Expo Centre can therefore only take place after the company has registered on the specific portal.

The portal requires companies to enter their personal data, the names of their employees and subcontractors, as well as to provide training and information on the safe handling of the work for which it has been appointed.

N.B: Set-up and dismantling times must, in any case, be agreed with I.E.G. S.p.A.'s Vicenza Expo Centre Safety Office.

Additional access days to those indicated can be authorised by Fiera di Venezia at a fee.

Once IEG has verified the correctness of the data entered onto the portal and the security documentation uploaded in the appropriate section and sent to the above-mentioned e-mail address, companies will be able to independently print out the personal access badges for the days requested and for each individual event.

3.1 Vehicle access, parking and circulation

Vehicles used to transport goods may access the Expo Centre on the days and at the times established by Fiera di Venezia from the East external gate and/or from any other external vehicle entrances only if in possession of the correct vehicle pass and personal badge.

Fiera di Venezia accepts no liability for any damage to vehicles parked or transiting inside the Expo Centre

In order not to compromise the correct and effective management of the areas within the grounds, Fiera di Venezia reserves the right, for any violation of the maximum parking and/or stopping times, to charge the owner of the vehicle for any and all costs due to having the vehicle removed, for which Fiera di Venezia shall accept no liability and without prejudice to any further damages sustained by Fiera di Venezia as a result of the non-fulfilment of the aforementioned requirements.

Traffic Regulations apply within the Expo Centre grounds and the speed limit is **15 km/h**.



Parking:

- will only be allowed in the specific parking areas;
- must not block circulation inside the Expo Centre grounds;
- is not allowed in front of emergency exits or driveways;
- must not obstruct any access to fire-fighting equipment or be in front of entrances for public utility services (First Aid, Fire Service, etc.);
- is not allowed at night and/or when the Expo Centre is closed, even in the case of breakdown.

Please note that random checks may be carried out by the competent public safety authorities on vehicles and goods transported out of the Expo Centre.

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3.2 Vicenza Expo Centre logistics

The Official Supplier is available for all heavy load handling needs that require the use of forklift trucks, electric pallet trucks, lifting platforms, winches and hoists etc., excluding hand-operated pallet trucks and trolleys.

Please contact Expotrans in advance for goods loading/unloading and handling inside the halls.

Please note that Expotrans assumes no obligation for loading and unloading operations that have not been booked in advance:

- EXPOTRANS srl
Via dell'Oreficeria, 16
36100 Vicenza, Italy
tel. +39.0444.969090
mob. +39.334.6156119
fax +39.0444.969091
e-mail: info.fieravicenza@expotrans.net

In accordance with the Technical Regulations, it is hereby reiterated that the circulation of vehicles in the Expo Centre grounds is governed by the rules of the Highway Code and company safety signs.

It is absolutely forbidden for vehicles to park in front of driveways, fire hydrants, emergency exits and entrances for public utilities (First Aid, Fire Service, etc.).

In order not to create any possible fire hazard conditions and to avoid any kind of explosive atmosphere from forming, in accordance with the ATEX assessment in force at Vicenza Expo Centre, it is forbidden to charge electrical forklift and pallet trucks inside the halls.

In accordance with our Technical Regulations, on the day prior to the start of the event, no non-manual equipment may be used inside the halls for goods handling and loading (forklift trucks, electric pallet trucks, platforms, etc.).

On the days of event assembly and dismantling, access to Vicenza Expo Centre grounds is forbidden to all vehicles and small vans. The only vehicles authorised to enter are those that need to unload palletized material. Vehicles and small vans that need to unload loose material (always subject to prior booking) may enter as per the operations schedule communicated in advance and in agreement with Expotrans.

Expotrans is instructed by IEG to schedule vehicle access. It will therefore be necessary to book the access of all individual vehicles on the Expotrans portal, whether or not they are autonomous in unloading/loading operations. The slots will be set according to the needs of customers and the traffic constraints of the area in relation to the ongoing construction work. Expotrans will directly inform all customers regarding the procedure for accreditation on the portal and how to use it.

The unloading/loading slots will be specific to each hall, therefore the exact hall in which you intend to unload must be specified when booking. If the material is "multi-hall", 1 slot/service per unloading/reloading in each hall must be booked.

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Unloading at the stand may only be carried out in the hall in which you are authorised to commence assembly from the working day before the assembly start date. For example, if unloading is to be done in hall 4, you may not unload material for hall 1 at the same time, if that hall has not been authorised for use. Any exceptions must be authorised in advance by Fiera di Vicenza.

Empty packaging must be removed from the aisles in a timely manner and no storage areas may be created outside the halls. The outfitter may start taking the material out with his own vehicles, or by using Expotrans operators/vehicles, in conjunction with the arrival of the vehicle to be loaded.

3.3 Personal identification badge

Every worker must always wear his/her identification badge for the purposes of personal identification and that of the company for which he/she works, and must display his/her personal access badge.

4. INFORMATION GIVEN BY THE ORGANISER REGARDING SPECIFIC RISKS IN THE EXPO CENTRE AND THE PREVENTION AND PROTECTION MEASURES ADOPTED

The following is a non-exhaustive summary of existing risks or risks that could be generated by certain activities in Vicenza Expo Centre.

This list must be considered non-exhaustive as it does not take into account the specificity of the work in relation to the various environmental factors that may concretely occur (presence of other companies on the customer's premises, traffic, particular weather conditions such as strong wind, heavy rain, etc.).

Risk of fire, explosion and evacuation difficulties in an emergency

In the Expo Centre buildings, the risk is mainly related to possible unacceptable behaviour, such as:

- smoking or using open flames in rooms with appreciable fire loads due to the even temporary presence of combustible materials, paper, furniture, etc.;
- the creation, during set-up stages, of temporary installations that do not comply with the regulations in force;
- accumulation of refuse and combustible waste during set-up and dismantling phases;
- use of vehicles and equipment with combustion engines.

During events, the risk is determined by the premises being particularly crowded.

In outdoor areas, the risk is mostly related to the presence of vehicles and flammable substances (fuels...).

There is also a fire risk on the roof (Hall 7) due to the photovoltaic system.

Risk of accident/collision

The risk is particularly high in outdoor areas allocated to parking vehicles and loading and unloading operations, and also inside the halls, due to the movement of all types of transport vehicles (forklifts, crane trucks, vans, etc.) especially during set-up and dismantling phases.

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Risk of electrocution

Risk of electrocution with electrical equipment or installations owned by the Company, electrical panels to power Contracting Party and Contractor (exhibitors, outfitters, etc.) equipment, and installations for supplying electrical energy to the stands (if not carried out in a professional manner).

Risk of cuts/puncture wounds/abrasions

Due to sharp-edged and bladed equipment, protruding parts, waste materials on the floor (nails, glass, etc.) or possible contact and engagement with moving equipment in and around the work environment.

Risk of falling, tripping or slipping

The risk is everywhere due to the possible presence of temporarily open or semi-closed hatches, the possible presence of potentially slippery (wet) or temporarily uneven floors, or obstacles that are not properly marked. The risk of slipping is also present on roofs, especially on wet or damp surfaces. In this situation, the risk of slipping can also involve the risk of falling from above.

On roofs, the risk of tripping is also quite high due to the presence of electrical walkways, the atmospheric discharge protection system and various other obstacles.

Slipping is also a risk in technical rooms and underground passages due to the frequent presence of wet floors. There is also a tripping risk (and therefore, the risk of head impacts) due to pipes, walkways or other obstacles, including along escape routes.

Risk of falling from a height, falling objects

The risk arises in the case of work carried out at a height or on roofs.

Risk of noise

The risk is mainly due to the normal activity taking place in the client company areas (trade shows, performances, set-ups/dismantling), but also to routine maintenance activities that may require the use of noisy equipment.

5. PROHIBITIONS

DIVIETI INTERDICTIONS			
			
Vietato fumare <i>No smoking</i>	Vietato assumere alcol o droghe <i>Alcoholic drinks or drugs not allowed</i>	Vietato usare fiamme libere <i>Do not use open flames</i>	Vietato salire dall'esterno dei trabattelli <i>Do not climb scaffolding externally</i>
			
Vietato trasportare o solle- vare persone con il carrello <i>Do not move or lift persons with the forklift not allowed</i>	Divieto di accesso ai mezzi a motore <i>No motor vehicles</i>	Non gettare oggetti dall'alto <i>Do not drop objects</i>	Vietato usare scale non a norma o danneggiate <i>Do not use damaged or not according to law stepladders</i>
			
Non depositare materiale davanti alle uscite di sicurezza <i>Do not stock materials in front of the emergency exits</i>	Vietato sversare liquidi <i>Do not pour any kind of liquid</i>	Vietato rimuovere i presidi antincendio <i>Do not remove fire equipment</i>	Vietato spostarsi sulle forche dei transpallet <i>Do not shift over transpallets' forks</i>

4 DANGERS



Carrelli in movimento
Operating forklift trucks



Caduta materiali
Watch for falling materials



Carichi sospesi
Overhead loads



Caduta persone dall'alto
Risk of falling



**Mezzi di trasporto in movimento
all'esterno dei padiglioni**
*Operating trucks outside
the pavilions*



Pericolo d'incendio
Fire risk

5 OBLIGATIONS. PERSONAL PROTECTION EQUIPMENT

The following PPE must always be used when at work:



**E' obbligatorio l'uso dei guanti
protettivi**
Safety gloves required



**E' obbligatorio l'uso delle
calzature di sicurezza**
Safety footwear required

When particular procedures are required, the following must also be used:



**Utilizzare il casco
protettivo**
Use safety helmet



**Utilizzare gli
otoprotettori**
Use ear protection



**Usare gli occhiali
protettivi**
Use eye protection



Usare la cintura

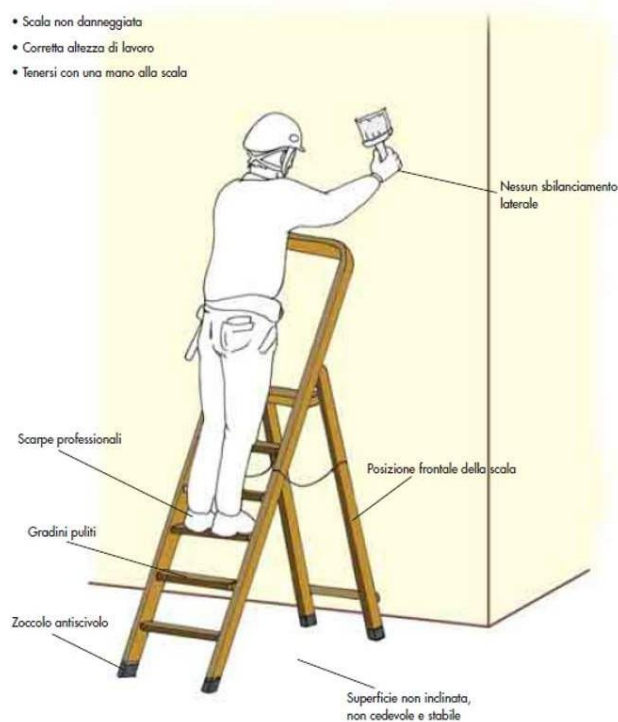
**Use a
safety
harness**

6 OBLIGATIONS REGARDING THE USE OF WORK EQUIPMENT

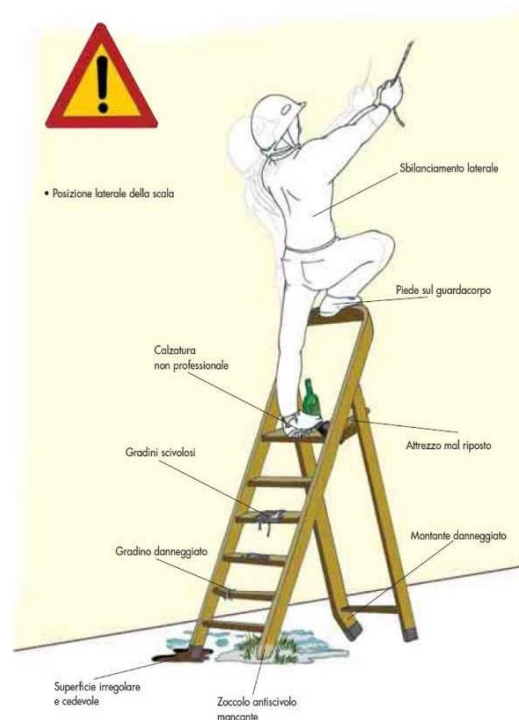
6.1 Hand ladders

For the use of ladders, refer to art. 113 of Leg. Dec. 81/08 and the EN 131 regulation.

YES



NO



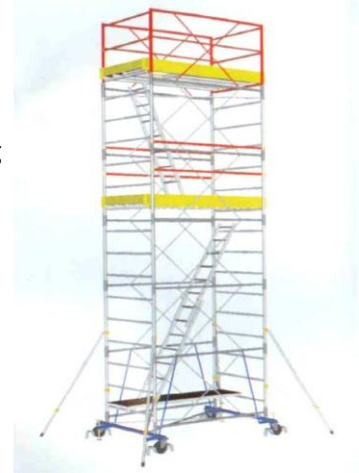
- **all types of ladders must be fitted with non-slip feet at the lower ends of the uprights;**
- wooden ladder uprights must be fitted with iron rods applied under the two end rungs; an intermediate rod must be applied to ladders of more than 4 metres in length;
- make sure that the positioning of the ladder is stable;
- when using hand ladders, always climb up and down with your face to the ladder;
- when ascending or descending the ladder, always have three limbs resting on the ladder at the same time (three-point rule);
- the ladder must only be used by one person at a time;
- always descend the ladder before making any lateral movements;
- **do not climb higher than the fourth-to-last step on the ladder;**
- **never work astride the ladder;**
- only climb onto the platform, if present, and onto the step below it when the uprights are extended at least 60 cm above the platform.

6.2 Rolling scaffolding or towers

Access to the deck is **from inside** the tower by means of ladders connecting the different decks. The stability and flatness of the support surface must be checked and, if necessary, levelling must be carried out using planks if the deck does not have its own height-adjustable uprights.

Adequate guardrails must be provided around the deck. The heights must not exceed those permitted in the instruction booklet or on the sign fixed to the tower itself. Adequate anchorage to stable parts must be provided at least every two storeys of the tower. When this is not possible, appropriate bracing must be provided as stipulated in the instruction manual.

Assembly, dismantling and conversion operations must be carried out by appropriately trained personnel (Circ. 30/2006 Ministry of Labour and Social Security).



6.3 Forklift truck and pallet truck operating

In view of the large number of forklift and pallet trucks in use, special care and caution must be exercised when operating them, respecting speed limits and manoeuvring carefully, especially when driving around blind corners.

Inside the halls, forklifts must proceed at walking pace and may only be used by suitably trained personnel.

Lifting and carrying people on the forks of the forklift or pallet truck is strictly forbidden.

NO



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6.4 Verification and coordination

During the work, Expo Centre staff may carry out compliance checks in regard to this document and to current safety regulations in general, and may draw up coordination reports, indicating any non-conformities found and handing out informative material.

Violations by workers of the aforementioned rules will result in the following course of action:

- formal report of non-compliance with rules and regulations;
- communication of the report to the Employer of the company engaged;
- removal of non-compliant workers.

7 FIRE PREVENTION

The materials used to set up the stands must comply with the following:

- a) floors and walls must be reaction to fire class 2 or less.
- b) materials susceptible to catch fire on both sides, platforms, raised floors, stand partition wall panels, curtains and false ceilings, must be of reaction to fire class no higher than 1.
- c) upholstered furniture must be of class no higher than 1IM.
- d) materials must be classified in accordance with Ministerial Decree 26 June 1984 (or similarly in accordance with UNI EN 13501-1:2009).
- e) all outfitting materials must be installed in strict compliance with the requirements of their approval certificate.

Certificates regarding materials must be delivered, under penalty of withdrawal from the contract, to the Vicenza Expo Centre Safety Office at least two days before the start of the event.

8 PROCEDURES IN CASE OF EMERGENCY

At Vicenza Expo Centre, IEG has its own fire-fighting team, a fire brigade during events and fire-fighting equipment (fire extinguishers, hydrants, etc.). Therefore, should a dangerous situation arise, the persons in charge and indicated in the emergency plan. In the event of a fire, in addition to alerting the staff as described above, each company shall ensure that each of its workers remains calm and follows the instructions of those in charge.

If an evacuation order is given, workers must not run or use the lifts and must head for the nearest marked emergency exit.

WHAT TO DO IN CASE OF CONTAINED FIRE:

- ANYONE WHO SPOTS THE START OF A FIRE MUST IMMEDIATELY MOVE AWAY FROM IT AND **PROTECT THEIR RESPIRATORY TRACT**
- **INFORM/ALERT** THE EMERGENCY SERVICE (EMERGENCY TEAM) ON ANY TELEPHONE BY DIALLING **0039/0444/969931** AND FOLLOWING THE INSTRUCTIONS OF THE AUTOMATIC OPERATOR ON HOW TO BEHAVE IN AN EMERGENCY
- **IF POSSIBLE, SECURE** YOUR WORK STATION BY SWITCHING OFF THE ELECTRICITY SUPPLY TO ALL DEVICES
- FOLLOW THE INSTRUCTIONS OF THE EMERGENCY SERVICE STAFF



WIDESPREAD FIRE

- ANYONE WHO SPOTS AN UNCONTROLLABLE FIRE MUST IMMEDIATELY MOVE AWAY FROM IT AND **PROTECT THEIR RESPIRATORY TRACT**
- **INFORM/ALERT** THE EMERGENCY SERVICE (EMERGENCY TEAM) ON ANY TELEPHONE BY DIALLING **0039/0444/969931** AND FOLLOWING THE INSTRUCTIONS OF THE AUTOMATIC OPERATOR ON HOW TO BEHAVE IN AN EMERGENCY
- **IF POSSIBLE, SECURE** YOUR WORK STATION BY SWITCHING OFF THE ELECTRICITY SUPPLY TO ALL DEVICES
- **IF THE OPTICAL-ACOUSTIC FIRE ALARM PANELS AND THE PRE-RECORDED AUTOMATIC PUBLIC ADDRESS MESSAGE FOR EVACUATION** ACTIVATE, YOU MUST **HEAD FOR THE NEAREST EMERGENCY EXIT** FOLLOWING THE SAFETY SIGNS
- **LOOK TO MAKE SURE** THAT YOUR NEARBY COLLEAGUES HAVE ALSO HEARD THE EVACUATION ALARM
- IF SMOKE HAS INVADDED THE WORKPLACE, **WALK LOW TO THE GROUND** AND PROTECT YOUR RESPIRATORY TRACT WITH A HANDKERCHIEF OR YOUR OWN CLOTHING
- **NEVER USE THE LIFT**, USE THE STAIRS TO EVACUATE THE BUILDING
- **DO NOT TAKE PERSONAL EFFECTS WITH YOU AS THIS MAY SLOW DOWN EVACUATION** OR CAUSE YOU TO BECOME TRAPPED
- ONCE OUTSIDE THE BUILDING **GO TO THE MEETING POINT** AND CARRY OUT A ROLL CALL FOLLOWING THE INSTRUCTIONS OF THE EMERGENCY SERVICE STAFF
- ALWAYS FOLLOW THE INSTRUCTIONS OF THE EMERGENCY SERVICE STAFF



EARTHQUAKE

- IN CASE OF EARTH TREMOR, **TAKE SHELTER** NEAR LOAD-BEARING WALLS, UNDER TABLES, DESKS, DOORWAYS
- IF THE **PRE-RECORDED AUTOMATIC PUBLIC ADDRESS MESSAGE FOR EVACUATION** ACTIVATES, YOU MUST **HEAD FOR THE NEAREST EMERGENCY EXIT** FOLLOWING THE SAFETY SIGNS 
- **DO NOT TAKE PERSONAL EFFECTS WITH YOU AS THIS MAY SLOW DOWN EVACUATION** OR CAUSE YOU TO BECOME TRAPPED
- **NEVER USE THE LIFT**, USE THE STAIRS TO EVACUATE THE BUILDING
- ONCE OUTSIDE THE BUILDING, **GO TO THE MEETING POINT** AND CARRY OUT A ROLL CALL FOLLOWING THE INSTRUCTIONS OF THE EMERGENCY SERVICE STAFF
- ALWAYS FOLLOW THE INSTRUCTIONS OF THE EMERGENCY STAFF

BLACK OUT

- **INFORM/ALERT** THE EMERGENCY SERVICE (EMERGENCY TEAM) ON ANY TELEPHONE BY DIALLING **0039/0444/969931** AND FOLLOWING THE INSTRUCTIONS OF THE AUTOMATIC OPERATOR ON HOW TO BEHAVE IN AN EMERGENCY 
- LOOK FOR THE EMERGENCY EXITS BY FOLLOWING THE **EMERGENCY LIGHTS**
- WAIT A FEW MINUTES TO SEE IF THE ELECTRICAL SUPPLY COMES BACK ON
- EVACUATE THE BUILDING TAKING CARE NOT TO BUMP INTO ANY OBSTACLES

HEALTH EMERGENCY

- **INFORM/ALERT** THE EMERGENCY SERVICE (EMERGENCY TEAM) ON ANY TELEPHONE BY DIALLING **0039/0444/969931** AND FOLLOWING THE INSTRUCTIONS OF THE AUTOMATIC OPERATOR ON HOW TO BEHAVE IN AN EMERGENCY 
- **STAY WITH THE PERSON CONCERNED**, OFFERING COMFORT UNTIL THE EMERGENCY SERVICES ARRIVE

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9 INTERFERENCE RISK INDICATIONS AND THE RELATIVE PREVENTIVE AND PROTECTIVE MEASURES TO ADOPT

Risks	Prevention / protection measures
Risk arising from the presence of personnel from other companies working in adjacent areas and passing through common areas	• Cordon off your work area; • If working at height and the work area cannot be cordoned off, put personnel on the ground to control the area; • Momentarily stop work if a worker or other unauthorised third party is in the area or the immediate vicinity; • Implement coordination procedures with personnel from other companies;
Simultaneous movement (considerable during set-up and dismantling) of forklifts and medium and large vehicles in the parking areas and external roads adjacent to the halls (known as “goods loading-unloading slots”). Handling and parking of various vehicles. Risk of accidents or being run down.	• The entrance to the area in front of the halls and in the car parks, and the relative vehicle circulation, must be at walking pace and following the signs; • The maximum speed in the loading, unloading and forklift transit areas (adjacent to the halls) shall not exceed 15 km/hour and shall be suitably reduced at pedestrian crossings, turns with poor visibility, entry and exit from the halls, reversing manoeuvres, etc; • When stopped or parked, the engine must be switched off with vehicle brakes applied; • A specific person will be in charge of coordination, recognisable by a fluorescent bib; it is mandatory to follow his/her instructions scrupulously; • When moving around on foot in outdoor and indoor areas: ▪ wear the prescribed PPE and high-visibility clothing; ▪ always pay the utmost attention to moving vehicles, both in the forecourts and inside the halls; • Access to these areas to persons not involved in loading and unloading operations and to anyone who has not been authorised to is prohibited;
Traffic routes, state of floors and passageways. Risk of: • slipping • falling • tripping • cuts, puncture wounds (due to materials and waste on floors)	• Depositing materials or waste outside the assigned areas, along escape corridors or in front of emergency exits is prohibited; • Properly mark work areas or any kind of obstacle that may constitute a hazard; • Adequately mark temporarily open floor hatches; • In the event of accidental oil or other substance spills that could make floors slippery, promptly remove and clean them or report them to the relevant personnel; • When cleaning floors, transit areas and spaces used by other staff, always ensure that floors are as non-slippery as possible; • If necessary, cordon off and mark work areas to prevent third parties and outsiders from slipping or falling; • Wear suitable PPE (safety shoes);

Risks	Prevention / protection measures
Material handling (goods loading/unloading) using forklifts or other lifting and transport equipment. Risk of: - transported or lifted materials falling - contact with other operating machines - contact with overhead power lines - vehicle overturning - escape route obstruction	- Only suitably trained personnel should be assigned to manoeuvre the vehicles; - In case of critical manoeuvres or poor visibility, the assistance of ground personnel is required; - Check the efficiency of the lifting equipment's safety devices, the vehicles' braking, acoustic and luminous devices; - Check the suitability and integrity of load slings; - Cordon off and mark the area concerned; - If the work area cannot be cordoned off, provide personnel to monitor the area; - Only move the load in areas that are clear, free of obstacles and where no other operators are present; - Depositing materials or waste outside the assigned areas, along escape corridors or in front of emergency exits is prohibited; - Before unloading materials, make sure that the areas allocated to them are free and easily accessible; - Check that there are no overhead power lines in the working area that could interfere with the manoeuvre; - Do not exceed the maximum capacity; - Use helmets and suitable PPE;
Transit of forklifts and other means of transport. Risk of: - collision with fixed structures - collision with other forklifts or other vehicles - running people down	- Only suitably trained personnel should be assigned to manoeuvre the vehicles; - Check the efficiency of the vehicles' safety, braking, acoustic and light devices; - Follow the indications shown on traffic signs; - Proceed at moderate speed and in any case, appropriate to the conditions of the ground, traffic, visibility, possible presence of pedestrians, etc. - Proceed at a walking pace inside the halls; - Respect intersections and pedestrian crossings; - Wear high-visibility clothing;
Work at height (using ladders, mobile scaffolding, towers, aerial platforms, etc.). Risk of: - materials or tools falling from heights - people falling from heights - overturning	- It is forbidden to pass through areas close to work being carried out at height with ladders, scaffolding, aerial platforms, towers, etc; - Areas where work is being carried out at height must be marked and cordoned off with fixed barriers or two-colour tape; - If the work area cannot be cordoned off, provide personnel on the ground to monitor the area; - Use helmets and suitable PPE; - Make sure the equipment is stable and level; - Use portable ladders correctly; - Use scaffolding, towers, etc. correctly; - In the case of work at a height of more than two metres above the ground, the scaffolding must be equipped with railings and toe boards on all four sides.
Working on the roof. Risk of: - people falling from height - materials or tools falling from above	- If there is a risk of materials or tools falling from above, cordon off and mark the area concerned; - In the case of work without a guardrail, the use of fall protection PPE (safety harnesses) attached to hooks or lifelines on the roofs is mandatory; - For areas without hooks or lifelines, the contractor or service provider must assess and implement preventive/protection measures (temporary guardrails, scaffolding, elevating platforms, etc.);

Risks	Prevention / protection measures
Working in technical rooms, basement rooms, underground passages, empty halls, remote areas: risk of working alone	• Avoid working alone if possible: carry out work in teams or pairs; • Alternatively, check the possibility of using portable or remote control alarm devices;
Power tools and various equipment (portable and stationary). Risk of: blows, cuts, puncture wounds, abrasions due to flying splinters or materials	• Equipment must be properly maintained; • Always carry out maintenance and cleaning operations when the machine is switched off; • Before use, tools must be checked to ascertain their state of maintenance, and in particular check: positioning and tightening of fixed protective devices, positioning and functioning of mobile protective devices, condition of drills, blades or discs; • Do not use defective or worn tools; • Cordon off and mark the work area; • Position hazard signs; • Do not direct the flow of eroded material towards other persons; • Keep a safe distance from areas where other work is being carried out; • Use suitable PPE;
Risk of fire, explosion, emergency evacuation difficulties	• The use of open flames on the premises is prohibited; • Smoking on the premises is prohibited; • Keep the accumulation of combustible or flammable materials to a minimum; • Flammable materials must be stored in closed containers; • Keep floors and work areas clean by removing any waste produced during the work at the end of each day; • Bringing and using flammable gas cylinders into the work areas is prohibited <u>without authorisation from Italian Exhibition Group S.p.A.</u> (including gas cylinders for vehicles); • Gas cylinders must be kept in a vertical position on a stable and adequately anchored support; • Parking near the emergency exits is prohibited;

Risks	Prevention / protection measures
Risk of electrocution, explosion, fire due to accidental contact with live parts (caused by electrical equipment, electrical cables, sockets, panels and, on the roof, the photovoltaic system and its components)	• Before use, tools must be checked in order to ascertain their state of maintenance, and particularly to verify that: • power cables and plugs are not damaged; • the start and stop button is working properly; • the tool to be used has no defects; • the mains voltage is as stated on the tool's rating plate; • the power cables are arranged or protected so that they cannot be damaged (cuts, abrasions, contact with solvents, etc.) and that they do not obstruct the passage of other workers; • Working on Fiera di Vicenza's electrical components or systems is forbidden unless authorised; • Creating makeshift electrical connections, touching sockets or plugs or working with wet hands is prohibited; • Store tools in such a way that they cannot fall or obstruct passage or work; • Observe the safety distance from overhead power lines (5 m); • Before starting work, check the location of the fire-fighting devices provided by Italian Exhibition Group S.p.A.; • Extinguishing fires using water or water-based foams when live electrical systems or equipment are involved, is prohibited; • The use of multiple sockets from a single electrical wall socket can cause the electrical system to overload or overheat and lead to short circuits; • Whenever possible, equipment should be disconnected from the mains after use; • Always seek the assistance of qualified personnel in the event of a fault or malfunction; • In damp or wet conditions and where portable power tools are used, "specific system regulations must be applied"; • Keep all electrical equipment, plugs and sockets away from pools and any other area where water may be present. If work with electrically powered equipment needs to be carried out near water, it is mandatory that no one is in the pool. The equipment must be kept at least 2 metres away from the water; • Plugs and sockets must have a minimum protection rating of IP55; • Sockets must be fitted with a locking ring and gasket to prevent water from entering when the plug is not inserted; • Use suitable PPE

Risks	Prevention / protection measures
Risk of exposure to hazardous chemicals during cleaning, painting, maintenance, etc. (inhalation, ingestion, contact with hazardous substances, irritation and sensitivity of eye and respiratory membranes)	• After cleaning and sanitising operations, the personnel in charge must store the products used in the appropriate storage areas, thus avoiding leaving unattended products in areas where third parties may come into contact with them; • Use the products according to the instructions given; • Chemical containers must be properly labelled and kept tightly closed; • Keep safety instructions handy; • Always leave the products in their original packaging; • Do not mix products; • Always handle products correctly, taking care not to produce splashes; • Only minor painting operations are allowed inside the halls (no spraying); • Operations such as mixing, preparation, painting, gluing, drying, cleaning, must be carried out in well-ventilated areas; • Avoid unnecessary spillage of material; • Waste disposal must be carried out in accordance with the established procedures and methods in areas provided by the client; avoid placing waste in transit areas, outside the designated area, etc;
Risk of inhaling fumes or dust due to: • welding machine usage • use of internal combustion engines on the premises • working with wood or metal	• On prior authorisation, only minor welding operations are permitted inside the halls and must be carried out ensuring the best possible ventilation of the area; • Vehicles with internal combustion engines may not be parked with the engine running; if necessary, they must be equipped with a special pipe to discharge exhaust fumes outside; • Only small jobs with wood (or metal) products are allowed in the halls and only if carried out with equipment that includes dust, scrap, shaving suction/collection devices;
Risk of exposure to (non-ionising) radiation from welding operations	• On prior authorisation, only minor welding operations are permitted inside the halls; • During welding operations, appropriate shielding must be put in place so that other passing workers do not suffer eye damage;
Risk of exposure to noise from the use of portable and stationary tools and equipment	• Favour the least noisy work processes and equipment; • Noise sources should be kept as separate and distant from other workers as possible; • Areas with high noise levels must be marked; • Use appropriate PPE (ear muffs/ear plugs) while working.

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10 SPECIFIC MEASURES

Should the type of structure erected fall under the provisions of Chapter II of Paragraph IV of Leg. Dec. 81/08, the Contractor (Exhibitor) shall apply the safety measures set out in Chapter II of the Stage Events and Trade Show Decree of 22/07/2014.

11 COSTS RELATED TO SAFETY

Safety costs concern all the organisational and operational measures that IEG puts in place during event set-up, dismantling and execution

These costs, which aim at ensuring compliance with health and safety at work regulations for the entire duration of the planned work, are foreseen in order to:

- ensure the safety of the contractor's staff and not through information, preparation of equipment (;
- ensure safety with respect to interference risks that could arise while carrying out the work on the premises;
- specific procedures contained in the Supplementary Safety Plan and provided for specific safety reasons.

Further safety costs may be added on the basis of the contracting company's construction choices and the interference risks that may arise with Vicenza Expo Centre's normal work activities, in which case this document will be updated.

12 REMAINING UNAVOIDABLE RISKS

Remaining unavoidable risks that are not assessed in this Combined Interference Risk Assessment Report (DUVRI) are due to the probability of the following occurrences:

- system/equipment/machinery failure
- human error.

Place and Date: Vicenza, li 14/02/2024

Italian Exhibition Group S.p.A.

"Vicenza Expo Centre"
Arch. Mario Vescovo

For acknowledgement and acceptance

The Employer
