

TECHNICAL REGULATIONS FOR ENVIRONMENTAL PROTECTION 2022

INTRODUCTION

The Organisers of the exhibition event shall be responsible for implementing all the necessary measures in order for Users (workers setting up and dismantling booths, installers – others, and exhibitors) to operate in full compliance with the environment protection, in particular ensuring a correct management of processing waste and residues produced during the set-up and dismantling stages of the events, in compliance with the existing regulations on safety and hygiene in workplaces (Italian Leg. Decree no.81 dated 9 April 2008 and subsequent amends) and on environment protection (Italian Leg. Decree no. 152 dated 3 April 2006 and subsequent amends).

Firenze Fiera is the concessionaire of the exhibition centre and shall carry out any possible action in order for the exhibition centre to be used in compliance with the existing regulations, requiring the adoption of the appropriate rules and behaviours to respect the facility given and the staff operation. In order to respect what is written, Firenze Fiera has also adopted these technical regulations to protect the environment.

It is therefore imperative that the Organisers fully respect the rules and bans set out in these regulations, in addition to taking care and paying attention to avoid any actions leading to a violation of environmental protection, a fire, and more generally to risks for the people and for the environment and performing actions to ensure that their own Users also respect these regulations.

During the inspections, Organisers shall be responsible for carrying out all the necessary operations to verify the compliance of activities/actions with these technical regulations to protect the environment.

Organisers are entitled to remove any unattended material, or any material that might be regarded as potentially dangerous for the environment, or that can affect the original condition of the environment on which it impacts, reserving the right to charge any management cost to the User.

Furthermore, companies supplying technical and building installation and maintenance services operate for Firenze Fiera. These undertakings produce the waste generated during their own services within the perimeter of the Fortezza da Basso, Villa Vittoria, Palazzo Affari and the Perfetti Ricasoli Warehouse.

End-users, companies, service cooperatives and self-employed workers shall scrupulously follow the current standards on the environment, as well as all the directions provided in writing and orally by the Organisers by means of these regulations, of any other document used for this purpose, or verbally through their own representatives.

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ART.1 – SUBJECT OF THE REGULATIONS

1. This document sets out the standards binding the use of congress and exhibiting spaces at the disposal of the Organisers to protect the environment and the installation and maintenance work carried out within the perimeter of the Fortezza da Basso, Villa Vittoria, Palazzo Affari, and the Perfetti Ricasoli Warehouse.
2. Within the meaning and for the purposes of art.19 of the “General Conditions”, both the Organisers and the End-users are responsible for ensuring compliance with what is set out in these regulations, along with companies directly or indirectly supplying installation and maintenance work of building parts and/or equipment for Firenze Fiera.

ART. 2 – DEFINITIONS

The following definitions shall be used for the purposes of these regulations:

3. Organisers: the term refers to those who temporarily benefit from the use of congress and exhibiting areas through a specific contract concluded with Firenze Fiera. As such, Organisers shall be responsible for any lack of environmental protection happening during the time of the event – from the early set-up stage up to the final dismantling stage.
4. Users: the term refers to those who temporarily benefit from the use of congress and/or exhibiting areas through a specific contract concluded with the Organisers (Exhibitors, workers setting up and dismantling booths, installers - etc.)
5. SdC Control Service: the term refers to the staff responsible for monitoring and controlling to protect the environment
6. **SGRR (Servizio Gestione Residui e Rifiuti - Waste & Residue Management Service)**: this term refers to the staff managing waste and residues ordinarily, deposited by the Users/Organisers as required under the regulations. Production and deposit of residues in a manner that does not comply with the regulations will be subject to specific emergency interventions.
7. Suppliers: companies supplying building installation and maintenance work and services and equipment through a specific service or procurement contract, and their own subcontractors.

ART. 3 - RESPONSIBILITIES

1. Anyone carrying out occupational activities within the above-mentioned congress and exhibiting areas, shall do so in full respect of what is set out by Italian Leg. Decree no. 152 dated 3 April 2006 as amended, and by these regulations.
2. End-users produce their own waste during the set-up and dismantling operations and shall follow the directions given to this extent, both written and oral, and be answerable to Organisers and Firenze Fiera for:
 - a. The management of processing residues and solid, liquid, and gaseous materials, produced by them inside the congress and exhibition centre;
 - b. The allocation of solid and liquid waste in containers or in the areas designed for this purpose and specific for each type of waste.
3. Should Users be unable to manage processing residues and remove them from the congress and exhibition centre by their own means, Organisers shall take care of it, or carry out any possible practical measures to manage waste respecting the rules to protect the environment.
4. Suppliers of technical and building installation and maintenance services and equipment produce the waste generated by their services and performances within the perimeter of the Fortezza da Basso, Villa Vittoria and Palazzo Affari and the Perfetti Ricasoli Warehouse. Suppliers shall remove waste produced by the above-mentioned sites, taking it to recovery and disposal facilities, or to the company's warehouse, as allowed by art. 230 of Italian Leg. Decree 152/2006. This shall be done at the end of work, or periodically, depending on circumstances.

ART. 4 GENERAL ACTIVITIES

Through its own **SdC Control** Service, Firenze Fiera shall implement the monitoring and control of waste and residue management actions through its own staff, or through other representatives, pursuing the interest of the Organisers, in order for all activities to be carried out while fully respecting the environment.

The same service shall be implemented for Suppliers.

Among all actions to protect the environment, waste and residue management is predominant. Should Organisers fail to prove - at least 6 months in advance - their ability to adequately comply with practical control actions concerning the management of waste matter resulting from set-up and dismantling activities, Firenze Fiera shall act according to law through its own staff, consultants and contractors, acting as holder by effectively carrying out the activities to manage waste and residues, and identifying, whenever possible, the actual waste producers.

In this case, Firenze Fiera shall set up an organised service structure configured to handle the management of residues produced by Users during the Organisers' event. Such service shall not be active for Suppliers.

ART. 5 – WASTE COLLECTION

Waste management within the congress and exhibition centre is essential to keep its indoor and outdoor areas clean and comfortable, and to protect the environment also through a correct management of the same waste and of set-up processing residues.

Should Organisers fail to set up a residue and waste service autonomously, Firenze Fiera shall intervene directly to manage processing waste matter and urban and special waste produced during each specific event - in the set-up and dismantling phase, and while the event is being held - organising the staff, means, and equipment, available and well visible in the area through special signals: for any clarification, each User shall refer to the Waste & Residue Management Service (**SGRR**), instituted by Firenze Fiera, through the Organisers.

SGRR shall manage waste and residues ordinarily, deposited by Users/Organisers/Suppliers, as required by the regulations. Production and deposit of residues not complying with the regulations will be subject to specific emergency events.

Based on the above, to regularise the correct functioning of the cleaning tasks, please find below obligations and prohibitions to be respected by the exhibiting/set-up companies during their permanence inside the exhibition centre during set-up/dismantling operations.

1. Waste produced during set-up/dismantling operations of the booth shall be disposed of in accordance with the legislation relating to waste recovery and ecological waste disposal (Italian Leg. Decree no. 152 dated 3 April 2006 – Standards related to environment and subsequent amendments and supplements) and shall be the responsibility of the producer/User. Furthermore, the producers/Users shall take care of the collection and disposal of all the waste generated in a completely independent manner, in full compliance with applicable regulations and providing evidence upon a simple verbal request from a representative of the SdC or from Organisers.
2. In the absence of appropriate behaviour as explained in the previous paragraph, Users shall still follow the modalities indicated by the SGRR concerning the materials that they wish to discard. In doing so, said materials shall be recovered or disposed of according to the current rules and regulations concerning the environmental protection, with the modalities indicated in these regulations, and in the specific instructions that might be distributed during the event.

3. Organisers reserve the right to identify any violation of the standard relating to the environment, to apply the prohibitions and sanctions listed in art. 5, and to claim any damage. In the latter case, the company shall request its compensation as provided for in the current legislation.

ART.6 – SEPARATE COLLECTION

Organisers are committed to carefully following the current Community, national and local provisions relating to waste management, as redefined by Italian Leg. Decree 116/2020 Implementation of Directive (EU) 2018/851, amending Directive 2008/98/EC concerning waste, and Implementation of Directive (EU) 2018/852, amending directive 1994/62/EC concerning packaging and packaging waste, by carrying out a separate waste collection concerning the fractions which are considered acceptable for the service offered by the single managing body named "Alia", and for special waste in accordance with the applicable regulations.

URBAN WASTE

Concerning the activity carried out inside the exhibition centre, as an example, the following types of waste shall be considered urban in accordance with the national current regulations, set out in Italian Leg. Decree 152/2006 and subsequent amends, with reference to annexes L-quater and L-quinquies:

1. Cardboard deriving from packaging of materials used; paper and cardboard used for food packaging; paper and cardboard used as packaging and filling – **paper and cardboard packaging**
2. Coupled or non-coupled plastic, iron, glass containers, used for food and substances packaging – **mixed packaging – various materials**
3. Plastic containers, plastic film and plastic materials used to absorb shocks, plastic packaging used for food and materials packaging – **plastic packaging**
4. Glass bottles and containers – **glass packaging**
5. Cases, boxes, pallets, no longer usable – **wood packaging**
6. Food residues such as vegetables, fruits, residues of food preparations with no packaging – **bio-waste**
7. Any waste resulting from consumption, or which cannot be identified as special or separate waste, and which does not include any dangerous object, material, or substance – **unsorted waste**

DANGEROUS AND NON-DANGEROUS SPECIAL WASTE

By way of exclusion, special waste shall be considered anything that cannot be urban waste.

Please, find below an *indicative and non-exhaustive list of types of waste classified as special*:

1. Lead batteries for forklifts, lead batteries for the power supply of lighting systems or equipment - **batteries**.
2. Plastic containers, metal cans, or other containers with residues of painting and varnish waste, containing organic solvents or other dangerous substances, painting brushes/rollers – **dangerous packaging**
3. Lighting systems to be identified - **lamps**
4. Felt, cloth, used for corridors or set-up operations – **felt**
5. Carpet used for corridors and set-up operations - **carpet**
6. Neon, fluorescent tubes, and other waste containing mercury - **neon**
7. Plasterboard panels, plasterboard residues - **plasterboard**
8. Personal computers, monitors, TV sets, accessory tools, - **Electric/electronic appliances**
9. Pruning residues and garden maintenance – **vegetation/greenery**
10. Furniture and wood equipment waste, such as panels, beams, other (excluding pallets and waste not related to pruning) - **wood**
11. Parts of metal structures, junctions, equipment – **metals**
12. Mixed waste deriving from construction and demolition – **mixed waste**

ART.7 – CONTAINERS

In the absence of what set out by article 2, point 1, each User shall set up instructions for their representatives, and assess that their work is in line with applicable environment standards. Users shall also ensure that waste materials and substances are deposited according to the indications of Firenze Fiera, directly, through their own employees, or through their own SGRR.

Should indications not be clear, Users shall refer to the SGRR or SdC to enquire about and understand how to manage waste and residues.

Waste dumping on the ground with no specific indications shall be subject to what provided for in article 7.

ART. 8 – REFLUENT, LIQUID WASTE

Users carrying out activities implying the production of refluents, or liquid waste shall ensure that the latter are managed and treated in accordance with the existing norms.

Particularly, cleaning and washing tools and equipment covered in potentially dangerous substances shall be prohibited inside the bathrooms of the exhibition centre or using the rainwater harvesting available in the exhibition centre premises.

Users requiring carrying out this kind of treatments shall use the appropriate services recommended by Firenze Fiera during the event, or, alternatively, adopt the suitable perfect seal containers, in order to protect the people and the environment while carrying out such activities.

Should the correct modality not be immediately identifiable, Users shall contact the operators of **SGRR** or the **SdC** to enquire and understand how to manage this aspect.

Liquid waste dumping or their contamination into soil, into surface water, or into the water collection system available inside the congress and exhibition centre shall be subject to what established by article 7.

ART. 9 – EMISSIONS TO AIR

Users carrying out activities implying the production of emissions to air - settled in accordance with Italian Leg. Decree 152/2006 as amended - shall ensure that they are managed in accordance with the existing norms.

Users requiring carrying out this kind of activities shall inform Firenze Fiera during the event and prove their conformity with the existing norms upon request.

ART. 10 – PROHIBITIONS AND SANCTIONS

Users are required to read and understand the preamble of these regulations, motivating the indications and the provisions to be followed and read, to understand and carefully follow the indications provided in the previous articles concerning environment protection and correct waste management. Operators refusing to follow such indications shall cause damages to the environment, as well as a financial damage to Firenze Fiera, which shall retaliate against the operators to the extent permitted by law.

Please, find below a short summary of the main prohibitions.

- a) It is absolutely forbidden to introduce materials not strictly related to booth set-up/dismantling operations inside the fair and congress area for the scheduled event, and to dump materials of any kind on the ground of the congress and exhibition centre after the end of each event.
- b) It is absolutely forbidden to dump solid/liquid waste and to discharge any substance or waste into the sewers.

In each of these cases, to cover the expenses generated by the removal of materials dumped on the ground of the congress and exhibition centre, a compensation of expenses consisting of the following costs will be charged against the users responsible, starting from a minimum of 500 euros:

- Collection and packing of the identified waste by our operators, or, if necessary, by third-party operators
- Restoration activities of the affected area
- Classification and characterisation of each identified waste, with product and/or chemical-physical /biological analysis and homologation expenses
- Internal management at the temporary deposit
- Assistance in loading operations
- Transport and disposal operations

Obviously, this is without prejudice to any options of protective actions in civil and/or criminal matters, with a claim for compensation of any material and immaterial damage.

- c) Failure to observe what is provided for in these regulations, or to behave properly towards the people who will invite the staff of the Users to respect these regulations, may result in carefully considering and adopting independent or accessory measures, such as bans on working inside the exhibition centre of Firenze Fiera during one or more subsequent events.
