

GENERAL OCCUPATIONAL HEALTH AND SAFETY RULES TO BE FOLLOWED IN ICC EXHIBITION CENTERS

Organizer / Lessee shall submit the layout plan of the exhibition to ICC management for approval at least 10 days before commencement of assembly works. Installations that fail to comply with the approved plan shall be halted to be reviewed by ICC management. (Blocking Emergency Exit and Escape Routes, fire cabinets or power distribution boards etc.)

When working in the exhibition halls;

- 1) Prioritize your health and safety; operate in compliance with the written/verbal instructions.
- 2) Read carefully and implement the OHS rules and warnings specified in the Manual (which is published on ICC Web Site).
- 3) Uninsured workers or workers under 18 years of age will not be allowed.
- 4) Avoid interfering in operations for which you are not informed, trained or authorized. Follow exhibition hall rules completely.
 - a. Entry of heavy tonnage vehicles to the exhibition area is subject to ICC Technical Office's approval. Vehicles that are allowed to enter the area with ICC's approval may not park. In any case, they shall adhere to 10 km/hour rule.
 - b. Do not damage the floor, columns or walls of the exhibition hall. (Web Manual, Article 2.12/6) Immediately clean any spillage of oil or similar substances to prevent any accidents, damage to floor or contamination.
 - c. Do not use solvent based paint / thinner or make plastering / sanding works.
 - d. Woodworking is not allowed inside the halls. (Web Manual, Article 2.17)
 - e. Bolted assembly is preferred for metalworking in the halls. If it is required to use a welding machine, rules specified in the article 2.5/6 on ICC Web Site shall be followed.
 - f. Only experienced and certified personnel is allowed to work at heights. (Web Manual, Article 2.16)
 - g. Stand heights must not exceed 3 meters for floor B5, Block A and 4,5 meters for Blocks B-C.
- 5) Avoid interrupting the work of equipment, do not remove equipment protection unless required.
- 6) Do not operate malfunctioning equipment and inform the authorities.
- 7) Always wear protective equipment while working such as hard hats, masks, safety belts and gloves and use dust collectors.
- 8) Immediately report important hazards, fires or occupational accidents to the Technical Office or ICC Security.
- 9) Smoking indoors is subject to penalty. (Article 2 of the Law No. 4207). Do not enter places where you are unauthorized.
- 10) Avoid using alcohol, drugs, etc. that may jeopardize your operation.
- 11) Leave space before fire extinguishers and emergency exits, and do not block such areas and stairways.
- 12) Do not relocate equipment like fire extinguishers and first aid kits.
- 13) Utility covers can be serviced by ICC's authorized personnel only.

Those who fail to follow the rules specified above shall be removed from the exhibition hall by ICC Management and the Organizer.