

**Technical Specifications for Construction of Pavilions  
and Outdoor Venues at the  
SPIEF 2019 Main Venue (EXPOFORUM Convention and Exhibition Centre)**

St. Petersburg  
2018

## **Technical Requirements for Contracting Companies Carrying Out Design and Construction and Installation Work at the SPIEF 2019 Central Venue (EXPOFORUM Convention and Exhibition Centre)**

1. Contracting companies certified for compliance with ISO 9000 (GOST R ISO 9001-2015) series of international standards may be permitted to perform work at the SPIEF 2019 Central Venue (hereinafter, SPIEF 2019 CV).

When performing work regulated by Russian Ministry of Regional Development Order No. 624 dated December 30, 2009, the organization must present the original of the Excerpt from the Register of Members of the Self-Regulatory Organization (SRO) in the form approved by Order No. 58 of the Federal Environmental, Industrial, and Nuclear Supervision Service dated February 16, 2017, which confirms the right to perform the types of work that impact the safety of capital construction projects.

2. SPIEF 2019 Technical Management will oversee compliance with the following requirements by contracting companies carrying out assembly, maintenance, and dismantling of temporary rooms and facilities being constructed in pavilions and outdoor venues of the SPIEF 2019 CV:

- the working design;
- Safety Regulations (PTB);
- Regulations for the Operation of Consumer Electrical Installations (PTEEP);
- Regulations for the Design of Electrical Installations (PUE);
- Russian Federation Fire Safety Regulations;
- Building Codes, Federal Law No. 123-FZ dated July 22, 2008 ‘Technical Regulation on Fire Safety Requirements’, Summary of Regulations (SP);
- Technical Requirements for Contracting Companies Carrying Out Design and Construction and Installation Work at the SPIEF 2019 CV.

3. Pursuant to the Regulations on Work Permits for Contracting Companies Carrying Out Assembly, Dismantling, and Maintenance of Temporary Facilities in Pavilions and at Outdoor Venues of the SPIEF 2019 CV, in order to obtain a work permit for assembly, dismantling, and maintenance of SPIEF 2019 temporary facilities, including electrical power supply and utility lines, in pavilions and at outdoor venues of the SPIEF 2019 CV, contracting companies shall submit the following documentation to SPIEF 2019 Technical Management:

3.1. A working design approved by the client and the SPIEF 2019 Organizing Committee, including:

1. Title page;
2. Statement of Work;
3. Summary;

4. Technical specifications for all types of work to be carried out; specifications should be developed on the basis of the Technical Specifications for Construction of Pavilions and Outdoor Venues at the SPIEF 2019 CV (EXPOFORUM Convention and Exhibition Centre);
5. Design project;
6. Working designs and electrical diagrams (including datasheets indicating maximum heat dissipation for each type of electrical equipment);
7. Calculations of electrical equipment's heat emissions and their offsetting;
8. Sections: HV (heating and ventilation), WSS (water supply and sewerage);
9. Specifications for materials and equipment;
10. Certificates of conformity for materials and equipment used in construction as well as copies of fire certificates (or certificates of conformity containing fire safety information) and hygienic certificates;
11. Fire safety assurance measures (including technical and organizational).

The working design, including the design project, shall be approved by the Client and submitted to the Roscongress Foundation by the deadlines indicated in the Regulations on Work Permits for Contractors Carrying Out Assembly, Dismantling, and Maintenance of Temporary Facilities in Pavilions and at Outdoor Venues of the SPIEF 2019 CV.

3.2. Package of documents required to obtain Work Permit.

**All technical documentation shall be approved by the Client and executed in accordance with the Unified System of Engineering Documentation.**

4. When developing working designs and carrying out work, contracting companies shall follow the Technical Requirements for Contracting Companies Performing Design and Construction and Installation Work at the SPIEF 2019 Central Venue, the Technical Specifications for Construction of Pavilions and Outdoor Venues at the SPIEF 2019 CV and the following requirements in pavilions F (1), G (2), H (3) and in the Congress Centre of the EXPOFORUM Conference and Exhibition Centre:

- **A limit of 0.16 kWt per 1 sq. m. of structure has been set on the electrical power output for temporary facilities in pavilions F (1), G (2), H (3) and the outdoor venues at the EXPOFORUM Conference and Exhibition Centre.**
- **When installing electrical equipment, electrical wiring and cables, it is essential to ensure that there is unimpeded access to the equipment, wiring, and cables in order to permit monitoring of any hidden abnormal heating;**
- **The maximum permissible height of temporary facilities shall not exceed 4.5 m measured from the finished floor of the pavilions at the highest point;**

- **The maximum allowable height of suspended temporary structures (excluding hoists and cables/chains) from the highest point of the suspended construction to the finished floor level of the pavilions must not exceed 8 metres.**
- **Only energy-saving cold lighting fixtures shall be used for lighting (LED lighting, fluorescent lamps). The use of halogen lights and incandescent lights is prohibited.**
- **All facilities constructed shall be equipped with air conditioning systems based on portable air conditioners or floor or high-wall or cassette type split systems.**

Changes in the size and layout that might degrade occupant evacuation conditions, limit access to fire extinguishers, fire hydrants, and other firefighting equipment, or reduce the operational zone of automatic fire protection systems (automatic fire alarms, fixed automatic fire extinguishers, smoke control systems, and emergency management and warning systems for evacuation in case of fire) shall not be permitted during the construction and installation of temporary facilities and the suspension of temporary structures.

For the quick determination of the position of the internal fire-fighting water supply system hydrants and/or emergency exits in existing (permanent) buildings and structures whose direct visibility may be blocked by temporary structures, temporary signs must be installed (at a height of at least 2 m above the floor) indicating the directions to the fire hydrants and/or emergency exits (flat photoluminescent signs or fire safety signs as part of a temporary fire warning and evacuation control system that are mounted taking into account the existence of a temporary structure).

Evacuation routes, taking into account the construction of temporary evacuation routes (corridors, passageways etc.), shall be equipped with a luminescent evacuation system in accordance with the provisions of GOST R 12.2.143-2009 'A System of Standards for Workplace Safety. Luminescent Evacuation Systems. Requirements and monitoring'.

Temporary structures that block the visibility of stationary illuminated signs of the warning and evacuation control system must be equipped with the appropriate additional temporary signs.

Where any temporary ceilings or other constructions which result in the creation of separate new, temporary spaces (rooms, halls, areas, exhibits, etc.) inside the pavilions and venues of the EXPOFORUM Convention and Exhibition Centre are installed, or cover equipment situated above them, the spaces shall be protected with automatic fire protection systems according to the requirements of relevant regulations (including: automatic fire alarms and (or) fire extinguishers (including autonomous ones)). Non-installation of additional automatic fire protection systems is permitted if the ceiling and other constructions have a regularly perforated

structure with perforations over an area of not less than 40% of the area of the ceiling and other constructions, while the minimum size of each perforation must be no less than 10mm in any direction, and the thickness of the ceiling or other construction must not be more than three times the minimum mesh width of the perforations.

If the distance from the ceiling to the top of temporary walls inside pavilions and premises of EXPOFORUM Convention and Exhibition Centre is 0.6 m or less, additional fire alarm notification equipment for the automatic fire protection systems shall be fitted.

If the distance from the top of the temporarily erected structures to the ceiling inside the pavilions and premises of the EXPOFORUM Convention and Exhibition Centre is 1 m or less, additional equipment for automatic fire extinguishing units (including autonomous ones) must be made available.

The preparation and running of SPIEF 2019 requires the minimum possible use of combustible construction and finishing materials. Where warranted, when materials are used which are different to non-combustible materials, the following requirements should be met (while in any event the fire hazard class of materials for finishing rooms and escape routes must not exceed the ratings set in tables 28 and 29 of FZ-123 [dependent on the type of escape route and the purpose of the room]).

Where there is a need to use fabric finishings (drapes), the fabrics shall be subject to fire retardant treatment to ensure that they match the characteristics of flame-resistant fabrics (in accordance with GOST R 50810-95), fabrics with moderate smoke generating capacity D2 (in accordance with GOST 12.1.044-89), fabrics which generate moderate quantities of toxic substances T2 (in accordance with GOST 12.1.044-89), and fabrics which are not considered to be highly flammable (in accordance with GOST R 53294-2009), the use of Kendal fabrics or fabrics made from Trevira CS fibres (or their equivalent) is permitted.

Building materials with a fire hazard class higher than G1, V1, D2, T2, RP1 (or materials that have not undergone fire-retardant treatment to this class) may not be used for the construction of: walls, ceilings, suspended ceiling panels, or the manufacturing of other structures in temporary facilities. If it is impossible to carry out flame retardant treatment for the face surfaces of temporary structures, materials not exposed to flame retardant treatment from the face side may be used in cases that do not contradict tables 28 and 29 of FZ-123, provided that additional fire protection equipment is installed to compensate for the lack of fire retardant treatment of the face side of these materials.

For construction of flooring in temporary facilities, sites and exhibits it is not permitted to use materials with a fire hazard class greater than: G1, V1, D2, T2, RP1, or materials which have not undergone fire retardant treatment to ensure the required fire hazard class; if it is necessary to use carpet materials for flooring in rooms and evacuation routes, they should be flame retarded with materials certified in

accordance with the provisions of FZ-123 up to fire hazard indices no lower than V2, D2, T2, RP1.

Only non-combustible materials (from group NG) not insulated with combustible materials may be used for soundproofing and heat insulation.

As confirmation of fire retardant treatment, the contractors must provide to the SPIEF 2019 Technical Management certificates for the completed fire retardant treatment, while the use of materials subjected to fire retardant treatment earlier and previously used at other events is not permitted (since during storage there are many factors may affect fire retardant qualities, including damp, temperature, the effect of mechanical or other actions and other storage conditions).

Irrespective of the need for treatment, contracting companies shall be obliged to provide SPIEF 2019 Technical Management with the following:

— fire safety certificates for the construction and finishing materials and equipment (including conductors and cables) used;

— records of measurement of the insulation resistance of electrical conductors and cables (carried out on site after the installation of the appropriate materials, including conductors and cables);

— certificates of work completed and concealed indicating compliance with the requirements of the standards and regulations in force.

5. The Roscongress Foundation has enlisted the following organization to carry out fire retardant treatment and other work to ensure fire safety:

Spas Invest LLC which holds the necessary licenses issued by the Ministry of Emergencies of the Russian Federation (22 Beloostrovskaya St., phone +7 (812) 323 2359, +7 (812) 328 7406, +7 (812) 946 3384, +7 (921) 929 7152, email: [spasinvest@bk.ru](mailto:spasinvest@bk.ru)).

6. Where mounting of equipment and constructions must be carried out at the pavilions and outdoor venues of the EXPOFORUM Conference and Exhibition Centre, these services may be ordered from EF-International OOO:

*196140, Russia, St. Petersburg, 64/1A Peterburgskoe Shosse*

*Phone +7 (812) 240-40-40 (ext. 2299)*

*+7 (921) 310-3534 Pavel A. Demyanchuk*

*podves@EXPOFORUM.ru; <http://www.EXPOFORUM.ru/>*

7. Where loading and unloading must be carried out at the pavilions and outdoor venues of the EXPOFORUM Convention and Exhibition Centre, these services may be ordered from PAN-BALTService LLC:

*196140, Russia, St. Petersburg, 62/4 Peterburgskoe Shosse, Lit. A*

*Phone +7 (812) 322 6038; fax +7 (812) 322 6098*

*+7 (921) 322 6034 Vladimir V. Belyaev*

*info@pbs.spb.ru; <http://www.pan-baltservice.ru>*

8. Wireless access networks (Wi-Fi) and radio transmitting equipment (hereinafter, RTE) shall be used at St. Petersburg International Economic Forum 2019 in accordance with the **Regulations on Using Wireless Access Networks (Wi-Fi) and Other Radio Transmitting Equipment at the Venues of the Forum and the Exhibition**.

Addenda 1, 2, 3 to the present Regulations contain the list of RTE which do not require obtaining a prior permit, the list of RTE which are prohibited at the Event without obtaining a prior permit for the use of radio frequencies, and the application form for using RTE.

## **Regulations on Using Wireless Access Networks (Wi-Fi) and Other Radio Transmitting Equipment at the Venues of the Forum and the Exhibition.**

Using own equipment which provides Wi-Fi coverage is allowed only in compliance with the rules and pursuant to obtaining a permit to use radio transmitting equipment (hereinafter, RTE) as stipulated in the present Regulations.

The procedure for obtaining a permit to use RTE at the St. Petersburg International Economic Forum (hereinafter, the Event) applies to all the radio transmitting equipment, including that which requires licensed frequencies (two-way radios, Wi-Fi access points, etc.).

Those employees of contracting companies who, due to work requirements, will be present at the Event, as well as organizations and the employees participating in the Event (hereinafter, RTE users) appoint an authorized person to obtain a permit for the use of radio frequencies for the duration of the Event and notify the IT department of the Roscongress Foundation.

### **Procedure for obtaining a permit to use radio frequencies:**

**Step 1.** RTE user must fill out the application form (Addendum 3) to use RTE at the Event and submit it to: [rte@roscongress.org](mailto:rte@roscongress.org).

**Step 2.** After it has been verified that the application has been filled out correctly, the IT department creates an order for frequency assignment, which is sent to the Federal Security Service (the Regulator) to obtain a temporary permit to use the RTE during the Event at the Central Venue.

**Step 3.** Notification on the status of the radio frequency application is sent to the user's email indicated in the application.

**Step 4.** Having received the temporary permit and prior to arrival at the Event venue, the RTE user must familiarize themselves with the terms of using radio frequencies and re-program their RTE for the frequencies assigned.

Attention! The number of frequencies is limited, RTE users must submit applications to receive a permit to use requested frequencies and radio channels no later than 15 (fifteen) business days before the start of the Event. The decision on the radio frequency application is rendered in no fewer than 10 (ten) business days.

**If an RTE user has a permit to use radio frequency, they are not required to register the RTE! Using RTE without a permit at the Event's Central Venue is prohibited!** If a Contractor's employees use their own equipment which provides Wi-Fi coverage, the Client has the right to dismantle the unauthorized equipment and to demand punitive damages from the Contractor in the amount of RUB 100,000 (one hundred thousand) for each discovered breach.



**LIST  
of types of radio transmitting equipment that may be used at the Event  
venue without obtaining a prior permit to use radio frequencies**

1. Individual devices (USB modems) providing wireless access using GSM, IMT-MC, UMTS, Wi-Fi, WiMax, LTE radio technologies, either built-in or forming parts of other devices.  
**The use of USB modems is permitted only for personal purposes; creating a wireless network for ensuring the work of a cluster of devices or personnel groups is prohibited without obtaining a prior permit!**
2. Individual cell phones using GSM, IMT-MC, UMTS standards, including built-in or forming parts of other devices.
3. Individual ground stations providing mobile satellite connection: INMARSAT, Globalstar, Thuraya, Iridium.
4. Remote control devices for car alarm systems.
5. Bluetooth radio electronic devices, including built-in or forming parts of other devices.
6. Radio electronic equipment used to search for, and rescue victims of natural disasters.
7. User satellite navigation system receivers: GPS/GLONASS, including built-in or forming parts of other devices.
8. Medical implants and other medical equipment implanted in human body.
9. Hearing aids for the hearing impaired.
10. Remote controls for cameras and flash lights.

**LIST  
of types of radio-electronic equipment whose use is prohibited at the Event  
venues without obtaining a prior permit to use radio frequencies**

1. Wi-Fi access points
2. Portable and vehicle-mounted radio transmitters and walky-talkies

**Application form for the use of radio transmitting equipment**

<b>Organization's official name</b>	
<b>Contact person at the organization</b>	
<b>Contact person's email</b>	
<b>Contact phone</b>	
<b>Type of equipment for which a permit is requested</b>	
<b>Manufacturer and model</b>	
<b>Number of units</b>	
<b>Place of use</b>	
<b>Description of tasks which require radio transmitting equipment</b>	
<b>Comments</b>	

Signature of person authorized to submit the application \_\_\_\_\_ / \_\_\_\_\_ /

official seal