

# **Special Regulation No. 10**

## **Concerning General Services**

**Beijing International Horticultural Exhibition**

**Coordination Bureau**

## **CHAPTER I GENERAL PROVISIONS**

### **Article 1 Purpose**

Pursuant to Articles 15, 18, 31 and 37 of the *General Regulations* of the International Horticultural Exhibition 2019, Beijing, China (hereinafter referred to as the “Expo”), this *Special Regulation* specifies the rules on the provision of the following general services within the Expo site (hereinafter referred to as “Expo Site”):

- Sanitation and public health;
- Security and surveillance;
- Supply of water, electricity, gas (if available), air conditioning and heating;
- Telecommunications.

### **Article 2 Definitions**

1. **Exhibition Areas** refers to indoor exhibition spaces and outdoor exhibition sites assigned by the Organizer to the Official Participants free of charge.

2. **Outdoor Exhibition Sites** refers to the outdoor areas within the Expo Site assigned by the Organizer free of charge, where the Official Participant may build and display its garden, presenting the typical culture and landscape of each country, enabling the visitors to recognize and appreciate its unique horticultural art and development.

3. **Indoor Exhibition Spaces** refers to the indoor areas within the Expo Site assigned by the Organizer free of charge, where the Official Participant may design and set up stands and small-scale landscapes to hold the indoor exhibition of flowers and plants.

4. **Facilities** refer to buildings and structures constructed for use by Official Participants.

### **Article 3 Compliance with the Laws and Regulations**

1. All Official Participants shall comply with the *Paris Convention Relating to International Exhibitions* signed on November 22<sup>nd</sup>, 1928 as amended and supplemented, the *General Regulations* and the *Special Regulations* of the Expo, the relevant laws, regulations, rules, and the additional instructions and directives issued by the Organizer pursuant to the *General Regulations* and the *Special Regulations* of the Expo (hereinafter jointly referred to as “the Laws and Regulations”).

2. The additional instructions and directives are issued by the Organizer to provide more information on related subjects and further specify the rights and obligations of Official Participants and the Organizer.

### **Article 4 Right of the Organizer**

1. The Organizer has the authority to take necessary remedial

measures or ask the Official Participants to take corrective measures in case of violation of the Laws and Regulations by Official Participants. The Official Participants concerned shall bear the expenses arising therefrom and be held accountable for such violation.

2. The Organizer shall assume no responsibility whatsoever for any damage or loss relating to and resulting from the violation of the Laws and Regulations by Official Participants or their failure to comply with a corrective measure pursuant to the preceding paragraph.

#### **Article 5 On-site Inspection**

1. When necessary, the Organizer may send a designated representative to inspect the Exhibition Areas and other facilities used by Official Participants.

2. The Organizer's representative shall present relevant credentials when carrying out on-site inspection.

3. If an Official Participant is found to be in violation of the Laws and Regulations during the on-site inspection, the Organizer has the right to direct the Official Participant concerned to take remedial action. The Official Participant shall follow the directive given by the Organizer.

#### **Article 6 Environmental Protection**

Official Participants shall take necessary measures of environmental

protection with regard to the use of water, electricity, air conditioning and heating within their Exhibition Areas. The Organizer may recommend further environmental protection measures to Official Participants.

## **CHAPTER II SANITATION AND PUBLIC HEALTH**

### **Article 7 Duties for Sanitation**

1. The Organizer is responsible for sanitation in public areas and public facilities in the Expo Site. Official Participants are responsible for sanitation within their exhibition areas. Should the Official Participants fail to undertake the said work, the Organizer has the authority to provide the sanitation services accordingly. The Official Participants shall bear all costs of such services based on the size of their Exhibition Areas and the nature of their commercial activities.

2. Official Participants shall take measures to ensure adequate ventilation, natural illumination and lighting within their Exhibition Areas and take necessary anti-moisture, anti-noise, anti-quake and deodorization measures.

3. Official Participants shall ensure the normal and safe functioning of the facilities for water supply, drainage, sanitation, natural illumination and lighting, electricity supply as well as of the equipment for ventilation, air conditioning, heating, etc. within their Outdoor Exhibition Sites.

4. The Organizer shall provide general lighting and heating in the

Indoor Exhibition Spaces and ensure the maintenance of the public areas. The Organizer shall provide public services (water, electricity) and waste disposal in the Indoor Exhibition Spaces.

### **Article 8 Waste Disposal**

1. Official Participants shall keep their Exhibition Areas clean, place waste receptacles, separate waste for recycling and remove waste to the locations specified by the Organizer.

2. Official Participants shall comply with the Laws and Regulations with regard to waste disposal. Official Participants shall not dispose of waste within their Exhibition Areas without the approval of the Organizer.

### **Article 9 Standards and Ways of Conducting Sanitation**

1. The Organizer and Official Participants shall ensure that the sanitation standards at the Expo Site comply with the Laws and Regulations.

2. Official Participants may, at their own expense, employ relevant service providers recommended by the Organizer or employ other service providers on their own to undertake the work of sanitation.

### **Article 10 Green Areas and Protective Fencing**

1. The Organizer is solely responsible for the sanitation and preservation of green areas in public places, and jointly responsible with Official Participants for the maintenance of protective fencing around green areas within and outside the Exhibition Areas.

2. In the course of preservation of green areas, the Organizer and the Official Participants shall carry out pest monitoring towards the exhibited plants and the green areas. The pest control shall be based on physical or biological measures which shall not cause hazard to the public.

#### **Article 11 Extermination of Harmful Rodents and Insects**

Official Participants shall take measures to make sure there are no mosquitoes, flies, mice, cockroaches and other harmful rodents and insects and eliminate their breeding places within their Exhibition Areas and facilities.

#### **Article 12 Food Hygiene**

1. Official Participants who sell food or operate restaurants shall comply with the *Food Safety Law of the People's Republic of China* and other Laws and Regulations on food safety and accept the supervision of relevant Chinese authorities. They shall ensure that the installation and operation of their catering facilities, their food supply and process of business operation meet the food safety standards of the Chinese

Government.

2. In case of a food safety emergency, Official Participants shall immediately report it to the Organizer and cooperate with the Organizer in the investigation and management of the accident.

3. Official Participants shall assume responsibility if the food they supply results in personal injury.

### **Article 13 Health Requirement**

1. Official Participants shall pay due attention to the hygiene and health conditions in their Exhibition Areas.

2. Restaurant staff must undergo physical checkup at a healthcare institution designated by the Organizer and must have health certificates.

3. Official Participants shall comply with *Regulations on Tobacco Control in Beijing* and implement comprehensive tobacco control plans in public places.

### **Article 14 Preventive Measures against Infectious Diseases**

If an infectious disease prescribed in the *Law of the People's Republic of China Concerning the Prevention of Infectious Diseases* is found at the Expo Site, Official Participants shall immediately report it to the Organizer and assist the Organizer in disease prevention, monitoring, quarantine and treatment.



## **Article 15 Medical Emergency System**

The Organizer shall provide necessary first-aid medical facilities and ambulances at the Expo Site.

## **CHAPTER III SECURITY MANAGEMENT**

### **Article 16 Responsibilities of the Organizer**

1. The Organizer is responsible for security and order at the Expo Site in the course of the Expo. The Organizer shall set up a comprehensive security system and take necessary measures to ensure public safety and order within the Expo Site. These measures include the following:

- (1) Take measures to ensure safety and security and prevent crimes;
- (2) Raise public awareness of safety and make preventive arrangements against fire, traffic, stampede and other safety accidents;
- (3) Assist the radio administrative authorities in taking measures to ensure the normal and safety operation of radios;
- (4) Protect the personal and property safety of all people including Official Participants and visitors;
- (5) Maintain public order at the Expo Site;
- (6) Keep in touch with and give support to Official Participants and their security officers;
- (7) Prepare security plans and implement special security measures

for visiting VIPs.

2. The Organizer's security staff shall put on uniforms and present credentials when performing the above-mentioned duties.

3. The Organizer shall check the safety measures adopted at the Expo Site on a regular or non-regular basis to ensure personal safety and public order at the Expo Site.

### **Article 17 Responsibilities of Official Participants**

1. Official Participants shall maintain security and order within their Exhibition Areas at their own expense and responsibility, and shall take necessary measures to ensure public safety and order, in particular, the safety of the visitors within the Exhibition Areas.

2. Each Official Participant shall appoint a security officer responsible for security within its Exhibition Area, and report the name, the identification card and contact information of the security officer to the Organizer for the record. The security officer shall undertake the security duties at the cost of the Official Participant.

3. The security officers shall be responsible for the following:

(1) Prepare and implement security plans for their Exhibition Areas;

(2) Cooperate with the Organizer in maintaining security;

(3) Ensure the safe flow of visitors within their Exhibition Areas;

and

(4) Participate in safety drills conducted by the Organizer.

4. The Organizer has the right to enter the Exhibition Areas of Official Participants in case of an emergency.

### **Article 18 Emergency Measures**

Official Participants shall, in case a crime, fire, stampede or other accident occurs in their Exhibition Areas, take necessary measures immediately, report it to the Organizer and follow its directives.

### **Article 19 Fire Prevention**

1. Official Participants shall cooperate with the Organizer to ensure that there are emergency exits and evacuation routes in their Exhibition Areas that meet the Laws and Regulations regarding fire prevention requirements.

2. Official Participants shall take fire prevention measures in conformity with *Special Regulation No. 4 concerning Construction, Installation, Workplace Safety, Fire Prevention, and Environmental Protection*.

3. Noncombustible materials shall be used for ceilings of buildings and structures within the Exhibition Areas. Under special circumstances where other materials have to be used, Official Participants shall report to the Organizer for approval.

4. Official Participants shall install fire prevention facilities and equipment in their Exhibition Areas as required at their own expense. Fire prevention facilities and systems of Official Participants shall be linked to the central fire prevention early-warning system of the Organizer.

5. Official Participants shall take necessary measures to prevent any fire hazard due to man-induced factors such as the use of electrical appliances, storage of combustible and explosive materials and smoking.

## **Article 20 Lost Person Service and Lost and Found Service**

The Organizer shall provide lost person service and lost and found service. Official Participants shall cooperate with the Organizer to take care of persons who get lost and properly handle lost and found items within the Expo Site.

## **Article 21 On-site Management**

1. The Organizer has the authority to formulate rules for maintaining security and order within the Expo Site. Official Participants shall ensure that their personnel involved in exhibition and commercial activities shall comply with the above-mentioned rules.

2. The Organizer shall be entitled to ask a person to leave the Expo Site if the said person violates the Laws and Regulations.

## **CHAPTER IV SUPPLY OF WATER, ELECTRICITY, GAS (IF AVAILABLE), AIR CONDITIONING AND HEATING**

### **Article 22 Installation of Facilities**

1. The Organizer shall install necessary distribution networks for water supply and drainage, power distribution lines, pipes for chilled water for air conditioning and pipes for heating (hereinafter referred to as “supply and disposal facilities”), up to the boundary of Exhibition Areas of Official Participants, to provide irrigation and domestic water, drainage, electricity, gas (if available), air conditioning, heating and other general services to Official Participants. Such pipelines for Outdoor Exhibition Sites shall be connected to the boundary of the allocated parcel. Those for Indoor Exhibition Spaces shall be connected to the boundary of areas allocated for indoor exhibitions.

2. The expenses for those meters for supply and disposal facilities used by Official Participants shall be borne by relevant service provider. Official Participants shall install supply and disposal facilities within their Exhibition Areas at their own expense and responsibility.

### **Article 23 Service Contract and Service Charges**

1. Official Participants shall sign service contracts with the providers of supply and disposal facilities (hereinafter referred to as “service providers”).

2. The charges shall be set in accordance with the local market prices in Beijing.

#### **Article 24 Determination of Service Demand**

Before signing service contracts, Official Participants shall provide service providers with written estimates of the maximum demand of each service calculated on the basis of the equipment to be used.

#### **Article 25 Measurement of Provided Service and Payment**

1. Service providers shall install uniform meters for supply and disposal facilities used by Official Participants and send designated personnel to read the meters regularly and issue bills accordingly to Official Participants.

2. Official Participants shall pay bills to service providers.

#### **Article 26 Maintenance of Service Facilities**

1. Official Participants are responsible for routine maintenance and examination of the supply and disposal facilities within their Outdoor Exhibition Sites at their own expense.

2. Official Participants shall be responsible for routine maintenance and examination of the supply and disposal facilities within their Indoor Exhibition Spaces.

3. If they detect any potential problem in the service facilities, Official Participants shall immediately report it to the Organizer and the Organizer shall direct the service providers to promptly solve the problem.

4. Official Participants are not allowed to install alternative service facilities or modify existing facilities on their own without the approval of the Organizer.

#### **Article 27 Expenses for Special Installations**

To meet their special needs, Official Participants may request the Organizer to install special facilities for water, electricity, chilled water for air conditioning and heating at their own expense.

#### **Article 28 Suspension, Discontinuation and Limitation of Services**

1. The Organizer may suspend the supply of water, electricity, chilled water for air conditioning and heating to Official Participants in the following circumstances:

(1) If an Official Participant does not pay its bills on the due date and fails to meet the deadline of payment after receiving a prompt-note from the Organizer;

(2) If an Official Participant rejects without legitimate justification or obstructs due on-site inspection by the Organizer;

(3) If an Official Participant violates the Laws and Regulations or breaches the service contract.

2. The Organizer has the authority to discontinue or limit the supply of water, electricity, chilled water for air conditioning and heating to Official Participants in the following circumstances:

- (1) Natural disasters or other force majeure;
- (2) Actual or potential failure in the supply and disposal facilities;
- (3) The supply and disposal facilities need repair, or work on other relevant facilities needs to be done;
- (4) Security reasons.

3. With the exception of emergencies, the Organizer shall give prior notice to the Official Participant of the date, time and scope of the aforementioned suspension, discontinuation or limitation of services.

4. The Organizer shall not be held liable for damage or loss caused to Official Participants due to the suspension, discontinuation, or limitation of services.

## **Article 29 Water Pressure and Quality**

1. The pressure of water to be supplied by the Organizer shall meet the normal use of the Expo Site.

2. The quality of water supplied for different needs to the Expo Site shall meet the relevant quality standards issued by the Chinese



Government.

### **Article 30 Installation of Water Facilities**

1. The Organizer shall install water supply pipes and section valves up to the boundary of the Exhibition Areas.

2. Official Participants may install and operate other water supply equipment and pipes within their Outdoor Exhibition Sites at their own expense. The Organizer shall provide water supply facilities in the Indoor Exhibition Spaces, and the operation expenses shall be borne by the Official Participants.

### **Article 31 Installation of Drainage Facilities**

1. Drainage facilities include the collection, transmission, treatment and disposal systems for sewage, waste water and rain.

2. The Organizer shall install drainage pipes from the drainage mains to the Exhibition Areas of Official Participants.

3. Official Participants may install and operate other sewerage pipes and other equipment in their Outdoor Exhibition Sites at their own expense. Official Participants shall be responsible for the operation expenses of the drainage facilities in their Indoor Exhibition Spaces.

### **Article 32 Voltage**

The Organizer shall provide a power distribution system with 380v three-phase AC, 220v single-phase AC and a frequency of 50 Hz.

### **Article 33 Installation of Power Facilities**

1. The Organizer shall install power distribution lines and section switches extending to the boundary of Outdoor Exhibition Sites and inside the Indoor Exhibition Spaces.

2. Official Participants shall install power distribution lines and section switches and other power facilities and safety devices within their Outdoor Exhibition Sites at their own expense. Official Participants shall bear the operation expenses of power facilities within their Indoor Exhibition Spaces.

### **Article 34 Air Conditioning and Heating System**

1. The Organizer shall provide air conditioning and heating system for the Indoor Exhibition Spaces.

2. The Organizer shall install chilled-water pipelines, section valves and heating pipelines extending up to the boundary of the Outdoor Exhibition Sites.

3. The Official Participants shall install chilled-water pipes, section valves, heating pipelines and other relevant facilities within their Outdoor Exhibition Sites at their own expense and responsibility.

## **CHAPTER V TELECOMMUNICATIONS SERVICES**

### **Article 35 Service Provider**

Pursuant to the *Telecom Regulation of the People's Republic of China*, fixed telephone, mobile communications, internet, satellite communications and other telecom services shall be provided by specialized service providers to Official Participants, and the Organizer shall provide relevant assistance.

### **Article 36 Telecom Service Contract and Service Charges**

1. Official Participants shall sign service contracts with telecom service providers regarding the supply of fixed telephone, mobile communications, internet, satellite telecom and other telecom services.

2. The charges of telecom services shall be set in accordance with the local market prices in Beijing.

### **Article 37 Installation**

1. The Organizer shall install telecom service connections to the Exhibition Areas of Official Participants.

2. Official Participants may install other telecom facilities in their Outdoor Exhibition Sites at their own expense, and shall bear the operation expenses of telecom facilities in their Indoor Exhibition Spaces.

### **Article 38 Responsibilities of Official Participants**

1. Official Participants shall make sure that their use of telecom and internet services does not violate the Laws and Regulations.

2. Official Participants shall install telecom conduits and other facilities at locations specified by the Organizer.

3. Official Participants shall, through consultation with the Organizer, provide free of charge necessary space in their Exhibition Areas for the installation of public telecom facilities.

### **Article 39 Approval and Operation of Radio Stations**

Official Participants and telecom service providers must obtain prior approval of the radio administrative authority and comply with the Laws and Regulations if they plan to set up and operate radio stations.

### **Article 40 Prevention and Elimination of Electromagnetic Interference**

1. Official Participants shall make sure that their radios and other equipment and facilities do not generate such electromagnetic interferences as radio waves and high-frequency currents that disrupt the normal functioning of the equipment or facilities of the Organizer or other participants. Should the electromagnetic interference occur, the Official Participants shall take eliminating measures upon the directives

of the Organizer and other competent Chinese authorities.

2. If they plan to install telecom facilities, Official Participants shall make sure the installation does not harm the outside and inside appearance of the Exhibition Areas and shall obtain the prior approval of the Organizer for such installation.

#### **Article 41 Special Installations and Expense**

Official Participants may apply to the Organizer for permission to install special telecom facilities to meet their own needs at their own expense.