

Safety Responsibility Agreement for Events Held at China World Hotel

To ensure the smooth and safe conduct of events held at China World Hotel, and in accordance with the Fire Protection Law of the People's Republic of China, the Beijing Regulations on Safety Management of Large-Scale Social Events, and the Beijing Standards for Electrical Installation Engineering, event organizers must strictly comply with the following requirements:

- Safety shall be the top priority. The principle of “who organizes, who is responsible” shall apply. Organizers must appoint a person responsible for fire prevention and overall safety, assign dedicated on-site supervisors, and file such information with the Hotel Security Department.
- During setup, dismantling, and event operations, unauthorized personnel are prohibited from entering the construction area. Flammable and explosive materials are strictly prohibited. Smoking is forbidden in installation areas and restrooms. Meals may not be consumed on site, and hotel guest facilities may not be used without authorization.
- Before entering the hotel for setup, personnel must obtain an exhibition/setup pass from the Security Department and wear it at all times. Passes must be returned immediately after dismantling.
- All wooden and fabric materials used must be fire retardant treated. Toxic or hazardous materials, including PVC foam boards, are prohibited. Flammable cleaning agents such as gasoline, thinner, or alcohol may not be used. Open flames and painting operations are prohibited on site.
- Electrical equipment and wiring must comply with fire safety requirements. Unauthorized wiring and overloading are prohibited. Hotel power connections must be performed by qualified personnel under supervision of the Engineering Department. Copper conductors must be used.
- Twisted wires are prohibited. Standard double-insulated flame-retardant copper cables must be used. Connections must use proper terminals and no exposed conductors are allowed. Floor cables must be protected by cable ramps and contain no joints.
- For equipment with a total power consumption exceeding 2 kW, wall outlets must not be used. Dedicated external power supplies are available. **Each switch box may not exceed 75 amps.** Electricians must carry valid certifications and wear insulated footwear.
- **Lighting trusses over 2 meters high must have diagonal support and secure anchoring.** Suspended rigging must incorporate safety protection. **Each main hook has a maximum load capacity of 200 kg.** All suspended fixtures and speakers must be secured with safety cables.

- When installing LED screens or backdrop walls, structural stability and anti-toppling measures must be confirmed. For work above 1.5 meters, proper fall protection equipment must be used. The contractor bears all responsibility for violations.
- Prior to the event, organizers must provide government approval documents and an electrical fire safety inspection report issued by a certified professional company.
- Fire lanes and access routes must be maintained. Firefighting facilities must not be blocked. A 1-meter safety passage shall be maintained behind backdrops and drapes.
- For vehicle displays, fuel tanks must be emptied outside the hotel before entry and refueled only after removal from the premises. Appropriate firefighting equipment must be available during fuel handling.
- Fireworks (including cold pyrotechnics), launch devices, indoor flying objects, and large lifting installations are prohibited unless specifically approved and supported by documented safety assurances.
- Curtains and enclosed drapes must receive fire-retardant treatment and corresponding test reports must be submitted to the Security Department. Fire exits and hydrants must remain clearly marked and unobstructed.
- After setup, all materials belonging to contractors must be stored neatly within designated areas. Waste must be removed from the event site.
- All hotel fire safety equipment must be protected from damage. Staff must know the location and operation of firefighting equipment. In case of fire, organizers must immediately assist with evacuation. The assembly point is the China World Trade Center Garden on the north side of the hotel.
- When renting the hotel lifting platform, users must present identification and rental documentation and comply with the Lift Usage Safety Regulations.
- Equipment and materials used by service personnel must be properly safeguarded. Any items removed from the hotel or China World Trade Center compound require approval from the Security Department.
- Upon completion of work or events, unnecessary power supplies must be switched off and safety inspections completed before departure.
- **If the organizing and/or hosting entity violates the Fire Control Law of the People's Republic of China, the Work Safety Law of the People's Republic of China, this responsibility agreement, or the hotel's relevant safety regulations, the hotel's security department has the right to stop such illegal and/or regulatory violations. If such actions result in property damage and/or personal injury (including death) to the hotel and/or any third party, the organizing and hosting entities shall be liable for all losses and damages incurred by the hotel and/or third parties.**

- The organizer and/or the event operator shall undertake not to cause any loss to the hotel arising from the organization or operation of events at the hotel, regardless of whether the hotel is at fault. If a third party suffers property damage and/or personal injury (including death) due to the organizer and/or event operator hosting an event at the hotel, and the hotel is held liable for all or part of such damages or compensation pursuant to a final court judgment, the hotel shall have the right to seek reimbursement from the organizer and/or event operator for the losses and/or damages it has incurred.
- This agreement must be signed and stamped by the organizer before event setup begins. One copy should be retained by the organizer and the original returned to the hotel.

Event Name and Date: 16th Georg RAJKA ISAD Beijing 2026, Oct. 17-19, 2026

Event Organizer (Seal): _____

Authorized Representative Signature: _____