

# Health and safety rules

## For working in confined spaces.

Below are the **MANDATORY RULES** that must be followed by the organisation and all others performing work in confined spaces inside the exhibition centre.

### DESCRIPTION

A confined enclosure is any space with restricted openings for entrance and exit and poor natural ventilation, in which toxic or inflammable contaminants might gather, or that might have an oxygen-deficient atmosphere, and that are not designed for prolonged work by personnel. This definition includes: wells, open tanks, vats, storage tanks, sedimentation tanks, etc., tunnels, sewers, underground manholes, etc. and particularly the wastewater wells located at the IFEMA MADRID facilities.

The materials for which the IFEMA MADRID wells are used come from the in-house healthcare network and therefore do not include industrial wastes. The only chemical products that may exist are products used for hygiene and cleaning, as well as gases and other derivatives from the decomposition of organic waste.

The wastewater wells are equipped with absorption pumps that transfer water and waste to the sewage network once the wells reach a certain level. These pumps are subject to maintenance that is comprised of visual checks from the well opening to make sure they are working properly. Should the equipment need to be repaired, they are equipped with hoisting systems, meaning no personnel should be required to descend to the level where the equipment is located.

Only in the event of a malfunction affecting the hoisting system or other contingencies would it be necessary for personnel to go inside the well, and in these cases the safety measures stipulated in these rules must be adopted to prevent all safety hazards associated with working inside the wells.

### SAFETY HAZARDS INHERENT TO THE FACILITIES

- Risk of suffocation due to oxygen shortage.
- Risks of intoxication due to accumulation of toxic substances.
- Risk of fire and explosion due to accumulation of inflammable substances.
- Risk of falling from height.
- Obstructed evacuation.
- Risks linked to extreme temperatures.
- Risk due to difficulties communicating with the outside.
- Risk for persons with claustrophobic conditions.
- Risk of injury due to narrowness, uncomfortable work postures, falling objects and restricted lighting.
- Risk of injuries due to loud noise in enclosed spaces.



**24 hour emergency  
Telephone line:  
(+34) 91 722 54 00**

## SAFETY MEASURES

**IFEMA MADRID workers are generally prohibited from entering or performing work inside the Recinto Ferial wastewater wells.** Such work will be entrusted to specialist firms.

Only if it is absolutely necessary, in order to perform urgent tasks that cannot wait until specialist companies arrive, may IFEMA staff enter the wells, provided that they comply with the following requirements:

- They have express authorisation to enter the wells from their immediate superior and the departmental manager is informed. This authorisation may not be generic. Specific authorisation must be given for each person and each time the well is entered.
- Before entering the well:
  - All persons involved in the work must understand and comply with these safety rules.
  - Work must be carried out in groups of at least two people<sup>(1)</sup>, with one person remaining permanently outside to monitor the entire process.
  - Have access and rescue safety equipment (helmet and fall arrest system connected to a rescue tripod), understand how they are used and follow the manufacturer's instructions.

- Open all access doors fully and secure them.
- Keep all access doors open for at least 20 minutes prior to entering the well, in order to ventilate the wells and avoid the possibility of low oxygen levels.
- Perform a visual inspection from outside the well looking for any visible deterioration of the integrity and strength of steps, equipment hoisting devices and elements, the state of electrical cable insulation, any metalwork that might become detached, etc. or any other item that might be a safety hazard.
- Ensure that all personnel have working communications equipment communicating from the inside the well to outside the well, as well as maintaining constant visual contact.
- Lock all start systems on moving parts to prevent them from starting unexpectedly.
- Do not place objects by the edge of the well to prevent them from accidentally falling onto the person working inside the well.



(1) In case of **manholes that section climate control water**, manholes that section climate control water, **work groups shall be made up of at least three people**, one of whom will remain outside to monitor the entire process.

Your own safety and that of everyone working at the Exhibition Centre depends on your proper behaviour. Thank you for your cooperation.

**"Help us prevent accidents" Health and Safety Committee IFEMA MADRID**