



HEALTH AND SAFETY MANUAL

Annex III - HEALTH & SAFETY INSTRUCTIONS

These instructions set out the minimum health and safety conditions for accessing and working within the venue. They do not replace the legal obligations, internal procedures or risk assessments of each contractor, supplier or employer, which remain fully responsible for their personnel and activities.

1. General instructions

- All workers must be duly registered in order to access the venue through the access control point, and must have completed the established preventive coordination procedure.
- Respect the established timetables and authorised venue access points.
- Comply with the obligations, prohibitions and recommendations established by the safety signage placed around the perimeter and within the event area.
- Vehicles must be driven with caution at all times. Pedestrians must also move carefully through assembly and disassembly areas and remain aware of nearby vehicle and machinery movements.
- Vehicle speed limit within the venue: 20 km/h.
- The use of mobile phones while driving vehicles or operating machinery is strictly prohibited.
- Inside the venue, pedestrians have priority on circulation routes unless otherwise indicated.
- Vehicles entering or leaving the venue must do so with caution and, if necessary, with the assistance of a banksperson. The driver may step out of the cab but may not carry out loading or unloading operations, and must always wear a high-visibility vest.
- Any doubts regarding the safest working method or operating technique must be raised with the relevant team leader, MADRING staff or production staff before the task is carried out.
- The spaces designated for evacuation routes and exits, main electrical panels, fire hydrants and fire extinguishers must be kept clear at all times. No elements that could block access to these or pose a potential risk shall be placed in these areas.
- Cable ramps must be used for cable routing in order to keep pedestrian and equipment pathways clear.
- The consumption of alcoholic beverages and/or narcotic or psychotropic substances before or during work is strictly prohibited.
- Follow the work procedures and instructions provided by your company for the proper performance of your role.
- When assembling temporary structures and installations, the use of shorts is not permitted (to avoid cuts and scratches), nor is going shirtless, as this accelerates dehydration.



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- Work equipment such as forklifts or elevated platforms may only be operated by trained and qualified personnel.
- Company managers shall keep the keys to work machinery (forklifts, MEWPs, etc.) and shall only hand them over to persons previously authorised for their use.
- Work at height may only be carried out by trained and qualified personnel with a valid medical fitness certificate, and using the appropriate Personal Protective Equipment (PPE) authorised for working under adequate safety conditions.
- Check that the areas where work is to be carried out are equipped with handrails and intermediate protection to prevent falls to a different level; if not, inform production staff immediately.
- Do not remove handrails or perimeter protection from modular structures. If temporary removal is necessary, replace them immediately upon completion of the task.
- Do not pass through or remain in areas where work at height is being carried out or where machinery is in motion. Pay close attention to ongoing operations and always wear a safety helmet. During the hoisting of structures, equipment or materials, it is forbidden to remain directly below them.
- During hoisting operations or work at height, movements must be coordinated to avoid interference with other tasks.
- Use the appropriate PPE for your role. Remember to wear a safety helmet when near work areas where there is a risk of falling objects, materials, or impacts with structures or equipment.
- The use of the following PPE is MANDATORY at all times during assembly and disassembly work: safety footwear and a reflective vest.
- Wear hearing protection during tests and throughout the Event.
- Keep work areas free of obstacles and floors clean. Use the waste bins distributed throughout the venue and keep your work area clean and tidy.
- Use ladders or other equipment designed for the purpose when carrying out tasks beyond arm's reach. Whenever a portable ladder is used, another worker must hold it in place and keep watch on the surrounding area.
- Use tool belts, boxes or other appropriate systems to carry tools; avoid carrying them in pockets. Do not leave tools or materials in walkways or on elements that are to be lifted or moved.
- Any repairs or maintenance of electrical installations must be carried out by qualified personnel.
- Electrical installation: Areas where generator sets and electrical panels are located shall be fenced off and demarcated so that only authorised personnel can access them, and shall be clearly marked with electrical hazard signage.
- All metal structures shall be properly earthed.
- When communicating with colleagues, speak at an appropriate volume and avoid shouting.
- Any unplanned work must be reported in advance to MADRING staff and the MADRING Health and Safety team.



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- As a general rule, access to the area where assembly/disassembly is taking place is restricted to personnel directly involved in the work. If visitors need to access areas near the worksite, they must always be accompanied by production staff, must keep to routes as far away from sources of hazard as possible (such as generators, work at height, stages, ramps, etc.), and must wear a safety helmet.
- The person designated as the Preventive Resource or Health and Safety manager must be present in the workplace when occupational risks may be aggravated or altered due to the concurrent performance of different operations simultaneously or successively, and it is necessary to monitor the correct application of working methods; and/or when the activities to be carried out are considered dangerous or involve special risks to workers' health and safety. In all cases, the Preventive Resource or Health and Safety manager must be clearly identified, visible and locatable by workers at all times.
- High temperatures are expected. Wear light clothing, protect yourself with a hat, cap or scarf when a safety helmet is not required, compensate for fluid loss by drinking plenty of water or mineral-rich liquids (cold water is available in the coolers), and protect your skin with a sunscreen appropriate to your skin type and the time of year. Apply several times throughout the day. Take regular breaks for food and drink in the designated cool, air-conditioned areas.
- Works shall be scheduled in accordance with weather forecasts.
- Follow the instructions of production staff if the adverse weather protocol is activated (high temperatures, maximum wind gusts or storms), which may result in work being halted and working hours being rescheduled.

2. Instructions in case of an accident or incident

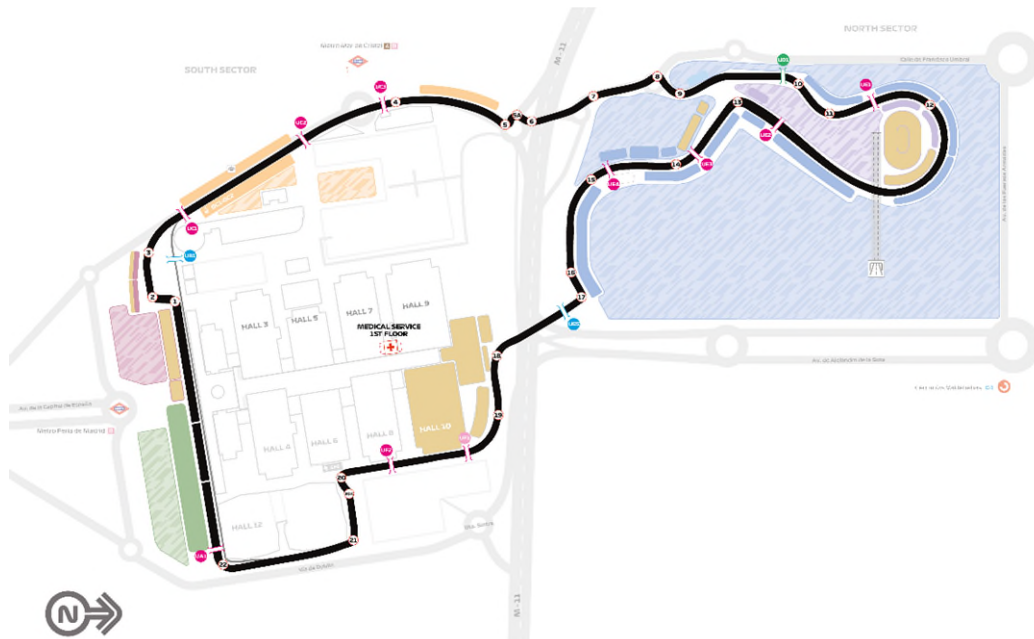
- In the event of a minor accident, use the first aid kit provided by your company.
- In the event of a serious accident, fire or evacuation, immediately contact any MADRING staff member by any available means, including mobile phone, radio, assistance from another person or by calling out. You must also call the MADRING / IFEMA MADRID Control Centre on **+34 91 722 54 00**. They will provide instructions and coordinate the arrival of external assistance if necessary.
- If MADRING staff or production staff cannot be reached and there is no response from the MADRING / IFEMA MADRID Control Centre, call **112** directly to coordinate emergency assistance.

3. Medical service and hospitals

- Any workers may go to the **IFEMA MADRID Medical Service** if necessary, located between Halls 7-9.



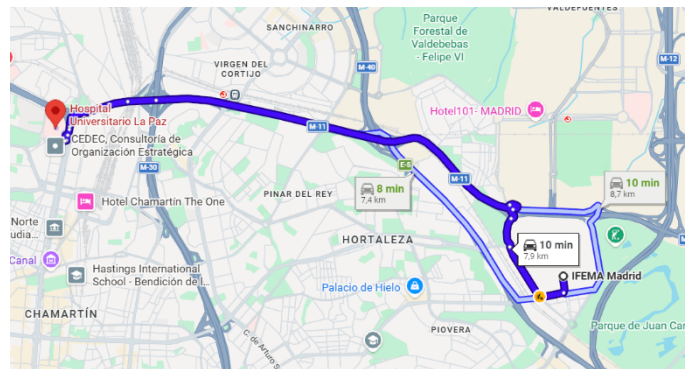
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- In case of an emergency, these are the **nearest hospitals**:

Hospital Universitario La Paz

Paseo de la Castellana, 261
28046 Madrid
(+34) 917 277 000



Hospital Ramón y Cajal

Carretera Colmenar Viejo (M-607), km. 9
28034 Madrid
(+34) 91 336 80 00

