Event construction and safety at Helsinki Expo and Convention Center

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The information is based on the Ministry of the Environment's regulation on the operational safety of buildings and the legislation of the Rescue Services. Only the most important requirements of the regulations in the field have been compiled in this guide. The authorities can issue regulations deviating from these instructions.

These instructions must be forwarded to the planners and builders of the event.

The organiser of the event is responsible for the overall security of the event and supervises compliance with the instructions.

The exhibitor/operator is responsible for the security of his stand regarding the constructions, exhibits and activity on the stand.

The event builder is responsible for the safety of the construction in the section he has built, both in terms of damage to property and personal injury.

Contact persons at the Helsinki Expo and Convention Centre:

Hall managers +358 40 450 3253 tapahtumapalvelut@messukeskus.com

Customer Service +358 40 450 3250 asiakaspalvelu@messukeskus.com

Property Director Mika Vakkilainen

Service- and Production Director Saija Syväjärvi

Service Manager Laura Asmala

Security Manager Karri Horsma

Occupational Safety Manager Jari Hallamaa

firstname.lastname@messukeskus.com

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Notification of the below to the Hall Manager tapahtumapalvelut@messukeskus.com no later than 45 days before the event

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1. OCCUPATIONAL SAFETY

- note that during construction and dismantling there is a lot of goods traffic and moving machines in the halls
- safe working practices and methods must be followed at Helsinki Expo and Convention Centre
- continuous monitoring of the working environment and the working methods used is carried out at Helsinki Expo and Convention Centre
- observed deviations must be reported to the Event Services's office
- if a dangerous work method is detected or if insufficient equipment is used, the work is suspended until the deficiencies have been corrected
    - if necessary, the Hall Manager writes a written notice to the operator, this will also be brought to the attention of Helsinki Expo and Convention Centre's Occupational Safety Manager
- additional material on work safety is available from the Event Services's Office

1A CHILDREN IN THE HALL DURING CONSTRUCTION AND DISMANTLING

- Please note that we do not allow children to stay in the halls during construction and dismantling. The rule applies to everyone under the age of 12

1B PERSONAL PROTECTIVE EQUIPMENT

- it is recommended to use high-visibility clothing or a high-visibility vest
- we recommend the use of nail-proof and toe-protective safety shoes at Helsinki Expo and Convention Centre
- when using different tools, the equipment manufacturer's regulations regarding safety equipment (safety glasses, hearing protection, cleanliness) must be observed.

1C WORKING ON /WITH LADDERS AND RACKS

- ladders used at Helsinki Expo and Convention Centre must be intended for professional use and must meet the E131 standard (marking plate on ladders)
- stepladders are not suitable for exhibition construction
- A-ladders can be used as a work platform when it meets the standing stability requirements set for a work trestle
- A-ladders with a working level of more than 2 m can only be used for light measuring and electrical installation work, not for exhibition construction
- the work platform at a height of 2 m must have handrails (h=1100 mm) and skirting boards (h=100mm)
- the wheels must be locked during the installation work according to the user manual
- the working height of the rack must not be increased, for example by using a ladder on the upper level

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1D PERSON LIFTS AND FORKLIFTS

- fall protection equipment and a CE-approved helmet with a chin strap must always be used in the person basket of the telescopic and joint boom lift. If assisting persons participate in the hanging work, they are also required to wear a helmet
- the fall protection equipment must have CE-approval and a connecting rope with a shock absorber
- it is recommended to use a safety harness on the scissor lift
- the driver of a person lift and a forklift must have a written permission from the employer to use it

1E INSTRUCTIONS FOR MOVING IN THE HALLS DURING CONSTRUCTION AND DISMANTLING

- Carefully check the driveways when arriving and leaving. Ensure that your vehicle fits through the doors
- Exercise special caution and attentiveness regarding other movers, structures, and overhead obstacles

2. **BUILDING MATERIALS AND FURNISHINGS/DECORATIONS**

The event building material must meet the requirements for meeting spaces (fire load class 600-1200MJ/m2). The furnishings, decorations and other building materials of the fair stands must not be easily flammable, and they must not endanger people's safety in the event of an exit or make rescue operations more difficult. The materials must at least meet the example fire classifications below, or they must be fire protected.

2A REQUIREMENTS AND CLASSIFICATIONS OF MATERIALS

- Exhibition stand structures: walls, fixed floor (e.g. wooden floors) and screens. The minimum requirement for these is at least fire class E
- Furnishings: banners, curtains, fabrics, loose carpets (e.g. fair carpet and artificial grass) and equivalent items. The minimum requirement for these is normally flammable. Classifications of normally flammable materials include, for example, DIN 4102 B2, SL 2, M2 and EN 13501-1 D-s1, d1 (for floor materials Dfl-s1). Conventional material ignites, but not sensitively; can burn out; does not form much fire-spreading melt.
- Presented products. There are no class requirements for these, as long as the amount is reasonable.
- when using pyrotechnics or working with fire, the materials must meet class B-s1, d0 in the immediate vicinity. Proximity is always assessed on a case-by-case basis.
- The use of EPS insulation (e.g. styrofoam) is possible. The material must always be of S quality.
- if the material does not meet the requirements, it can be fireproofed on site if the material allows it. See 2b

If unusual materials or materials that largely increase the fire load are used in the stands, the Hall Manager must be notified separately.

2B PROTECTION OF MATERIALS ON SITE

- non-standard building materials and decorations (e.g. cardboard, hay bales, chips, silk flowers and moss) that do not meet the requirements must be fire protected on site. Fire protection is a one-off event and valid only for the duration of the event in accordance with the manufacturer's instructions for the substance.

- a reliable report on fire protections must be presented. We recommend checking in advance that the protection provides an adequate rating.

2C CERTIFICATES OF MATERIALS

- certificates must be submitted to the Event Services's office, no later than 45 days before the event begins
- the product description is sufficient proof of the classification of the material, if the classification is mentioned in it
- certificates according to the standards of other countries are valid for decoration materials
    - DIN4102 B2 (Germany) all materials
    - M2 (France) all materials
    - Class II (Sweden) all materials
    - Class I (UK and Wales)

3. **CANOPIES AND MULTI-STOREY STRUCTURES**

3A BASIC INSTRUCTIONS FOR THE COVERED STAND

- all canopies must be declared in advance to Helsinki Expo and Convention Centre, no later than 45 days before the event begins
- the material used for covering must meet the instructions regarding materials, see section 2.
- Helsinki Expo and Convention Centre has an automatic fire alarm and extinguishing system. These set restrictions and requirements for the canopies built for the stands.
- the covering structure cannot be built in contact with the construction's permanent structures. The distance from the structure must be at least 0.5 m. The distances regarding outdoor spaces can be found in section 6.
- the number of fire-fighting equipment and fire alarms required by the stand canopy is decided by the Hall Manager.
- The basic requirements are according to the covered area in section 3b. The smallest acceptable fire extinguisher is power class 34A183BC and it must be attached vertically.

3B ONE-STOREY COVERED STAND

Basic requirements when stand is covered:

- under 10 m² cover: does not require safety equipment, unless the activity under the cover poses a special risk
- over 10 m² and under 30 m² cover: 1 smoke detector/separate room space, 1 fire extinguisher required, if activity poses a special risk. The decision is made case-by case by the Hall Manager.
- over 30 m² and under 60 m² cover: 1 smoke detector/separate room space, 1 fire extinguisher required.
- over 60 m² and under 99 m² cover: 2 smoke detectors or 1 smoke detector/separate room space, 1 fire distinguisher required and it must be attached vertically.
- over 99 m² cover: requirement established by Hall Manager beforehand, the basic requirement is a wireless fire alarm system (installed by Helsinki Expo and Convention Centre's partner). More information can be obtained from the Event Services's office.

If a fire-rated gauze fabric (sprinkler stretch) or a grate that meets the requirements of section 2a is used, or if the gap structure is regular and 70% of the canopy area in the space is free, no safety equipment is required in the canopy unless the activity poses a special risk.

3C TWO-STOREY STAND

- for a two-storey stand, both dimension images and strength calculations must always be sent no later than 45 days before the event begins. Undelivered images and/or calculations may result in the stand being closed to the public. The builder is responsible for the safety of both the structure and the construction, but Helsinki Expo and Convention Centre speaks out regarding the structures.
- the structures of the two-storey stand must be dimensioned for crowded loads 5kN/m2 and they must be type-approved for use as a structure (to be considered, e.g. for trusses)
- the free height of the ground floor of a two-storey stand is a maximum of 2500 mm and a minimum of 2200 mm
- if the covering is more than 99m2: the basic requirement is a wireless fire alarm system installed by Helsinki Expo and Convention Centre's partner. In addition, depending on the surface area, fire guarding may be required. The need and amount of fire guarding is determined by the Rescue services. More information can be obtained from the Hall Manager.
- the fire extinguishing equipment of the two-storey stand is at least one 34A183BC power class hand fire extinguisher on both the upper and lower floors, and they must be attached vertically. In addition, space-specific fire alarms/fire alarm systems must be installed. The number of fire-fighting equipment and fire alarms required by the two-storey stand is decided by the Hall Manager.

- More information can be found in the Ministry of the Environment's regulation on the operational safety of buildings.
- For more information see also section 4.

4. EXIT SAFETY

4A BASIC INSTRUCTIONS FOR EXIT SAFETY

- the exit doors in the hall must have clear and wide enough corridors
- when using only a part of the hall space, it must be ensured in the planning that exit routes can be guided through the empty areas.
- corridors in halls must be at least 2000mm wide (corridors separating stands)
- all exit routes must be marked with official exit route markings by the builder. Battery-checked light exit signs must be used in spaces larger than 300 m2
- if the property's safety signs are covered by temporary structures, replacing exit markings must be placed according to same requirement

4B ONE-STOREY STAND

The number of exits is determined by the area of the stand:

- maximum 20 m²: one 900mm exit route
- over 20 m², but under 50 m²: two from each other independent 900mm exit routes
- 50 m², but under 100 m²: from each other independent one 900mm and one 1200mm exit routes
- 100 m², but under 200 m²: two from each other independent 1200mm exit routes for stands
- 200m2 and larger are defined on a case-by-case basis. The plan must be submitted to the Hall Manager 45 days before the event.

4C TWO-STOREY STAND

- the number of exits is determined by the area of the second floor:
  - maximum 20 m²: one exit at least 900mm
  - over 20 m², but under 50 m²: one 1200mm or two from each other independent 900mm exit routes
  - 50 m², but under 100 m²: one 1200mm and one 900mm exit route independent from each other
  - exits for stands 100 m² and larger are defined on a case-by-case basis
  - the distance to the nearest exit staircase on the second floor can be a maximum of 20 m.
- the distance to the nearest exit staircase on the second floor can be a maximum of 20 m.
- a spiral staircase is possible when the stand has several exits, at least one of which is a direct exit. (Ministry of the Environment's regulation on the operational safety of buildings).
- the number of persons on the second floor may be a maximum of 60 persons, at least 1m2 per person. A larger number of persons is possible if the free area is sufficient and the width of the exits is at least 1200mm
- the height of the railings of the second floor or stairs must be at least 1m from the edge of the straight level to the top of the handrail. There can be a maximum gap of 100mm between the railing structures on the upper floor, both vertically and horizontally. It must not have horizontal structures that make climbing possible. Cross-sections must be placed on the handrails of the passageway so that the distance between the cross-sections or the distance from the stairs does not exceed 500mm.
  The guardrails must be designed to withstand a horizontal load of at least 1kN/m2.

See more information on two-storey structures in section 3c.

5. SPECIAL STRUCTURES AND PROGRAMME AREAS

5A SPECIAL STRUCTURES AND HEAVY EXHIBITION ITEMS

- special structures include, for example;
  - platform areas
  - grandstand areas
  - raised floors and performance stages (1200mm or more)
- note the necessary and structural safety regarding passages and necessary railings (e.g. risk of misstep and tripping) and necessary measures must be taken, such as restricting access to ensure safety.
- the rows of chairs placed in the grandstands must be installed in compliance with the Ministry of Environment's regulation on the operational safety of buildings (1007/2017). In particular, the following should be taken into account:
  - fastening the rows of chairs to the platform in the rising grandstand
  - connecting the chairs together on the parquet level, if there are more than 60 chairs
- load caused by heavy exhibition items or structures: (q=uniform load, p=point load). Placement to be agreed with Helsinki Expo and Convention Centre's facility unit.
  - Hall 1: q= 1.000 kg/ m2, P= 5.000 kg

- Hall 2: q= 1.000 kg/ m2, P= 10.000 kg
- Hall 3: q= 1.000 kg/ m2, P= 10.000 kg
- Hall 4: q= 700 kg/ m2, P= 7.000 kg
- Hall 5: q= 700 kg/ m2, P= 7.000 kg
- Hall 6: q= 1.000 kg/ m2, P= 5.000 kg
- Hall 7: q= 1.000 kg/ m2, P= 10.000 kg

5B PROGRAMME AREAS AND CONSUMER SAFETY

- testing and trial areas are areas reserved for customers, where testing takes place independently or under supervision
  - testing of various means of transportation
  - testing of various sports and other equipment
  - testing of work machines or equipment
- the following aspects must be taken into account in planning:
  - safety of participants and public (demarcation of the area, routes and staff)
  - production of safety documents; planned measures to ensure safety and preparation for emergency situations
  - vehicles used in performances, as well as vehicles that the public can try out, must have valid traffic insurance
  - the use of a smoke machines must be notified separately to the Hall Manager 45 days before the event. In addition, customers and attendees must be informed of their use either in advance and/or on site.
- according to the Consumer Safety Act (185/2025), the responsibility for the safety of the services lies with the service provider. The operator cannot disclaim his obligation with a liability release form or by announcing that the customer participates in the service at their own risk.
- the operator must inform the supervisory authority (Tukes) if the product used in the performance of the service causes a health hazard, an accident, a dangerous situation, or a serious close call situation.
  The form and instructions needed for the notification can be found on the Tukes consumer safety website (Tukes).

5C WORK DEMONSTRATIONS

- in demonstration activities and work demonstrations, risks must be taken into account in planning and implementation
- the area must be cordoned off carefully, with due consideration given to spectator safety. Any crushing, shearing, or projectile hazards must be adequately safeguarded to ensure that persons in the vicinity cannot reach the hazardous area and that no objects can be ejected from the area towards spectators.
- if work demonstrations include working with fire, see section 2a and 8d
- more information: https://www.tyosuojelu.fi/

6. STRUCTURES IN OTHER AREAS

6A LOBBIES AND GALLERIES

- lobbies and galleries are exit areas restricted by separate regulations. You cannot place:

  - exhibition canopies (tents or other structures that hinder the extinguishing system)
  - flammable liquids or gases
  - electric cars/motorcycles, hybrid vehicles, etc.
- battery shoes must be removed from combustion engine vehicles or the power must be turned off at the main power switch
- when planning an activity or stand location, you must contact the Event Services's office.

6B OUTDOOR AREAS

- structures cannot be placed closer than 8 m from the property to prevent a possible accident. This applies to tents, exhibition structures, cabins and similar structures.
- wind loads and weather conditions must be considered when securing structures
- regarding tents and structures, the manufacturer's instructions for their safe use must be followed
- more information about tent structures: Tukes tent instructions

7. ELECTRICAL SAFETY

Electrical installations at the exhibition must meet the requirements of standard SFS 6000-7-711 (EXHIBITIONS, PRESENTATIONS AND EXHIBITION STANDS).

Standard are sold by the Finnish Standards Association SFS (www.sfs.fi)

- if you use your own worksite centres etc., it should be noted that all sockets of 32A and smaller should be equipped with a 30mA fault current protection.
- equipment coming to the stands must have a connection cable with a plug
- only ready-made grounded extension cords with plugs and extension sockets may be used at the stands
- you are not allowed to carry out any connection procedures yourself at Helsinki Expo and Convention Centre, if necessary, you can order a connection service for a separate fee
- if the stand's electrical installations have to be checked by Helsinki Expo and Convention Centre, a separate compensation will be charged
- halogen lamps, heaters, etc. devices that produce high heat must not be installed in such a way that they can cause burns or cause a fire hazard when they heat up
- cables in corridors and passage routes must be secured/protected in such a way that they do not cause a tripping hazard. Cables can also be carried over the corridor with an overdraft chute, in which case the height of the passage route must be at least 2100 mm.
- in outdoor areas, only extension cords and site centres suitable for outdoor conditions should be used.

8. SUBSTANCES WHICH MAY CAUSE ACCIDENTS

- the chemical legislation sets requirements for the use of LPG in public spaces and public events. The devices must be suitable for indoor use
- in public spaces and public events these substances can only be used to a limited extent
- the above-mentioned substances or activities mentioned below must be reported to the Hall Manager 45 days before the event. It may be necessary to limit the amounts of substances and modify the activity to suit the operating environment.

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8A FLAMMABLE GASES (LIQUEFIED GASES, ACETYLENE, OTHER FLAMMABLE GASES)

- liquid gas and liquid gas equipment:
  - composite bottles are recommended for liquid gas
  - the liquid gas bottle must be in a ventilated space
  - spare bottles or empty bottles cannot be kept in the event premises
  - the place of use has a minimum protective equipment of one 34A183BC class hand fire extinguisher and an extinguishing blanket
  - liquid gas devices and hoses must comply with the regulations issued for them and their condition must be checked in advance
- acetylene and other flammable gases:
  - the container must be secured in such a way that it cannot fall over. Care must be taken when moving the container.
  - the gas-using equipment and hoses must comply with the regulations issued for them and their condition must be checked in advance
  - the minimum protective equipment at the place of use is one 43A183BC class hand fire extinguisher and an extinguishing blanket
- empty gas cylinders for presentation purposes must be clearly marked with the sign “empty”, only so-called factory-empty gas cylinders can be marked like this

8B FLAMMABLE LIQUIDS, BIOETHANOL

- notification to the Hall Manager must be made 45 days before the event
- flammable liquids:
  - e.g. heating device using kerosine, gasoline, diesel oil or gas must be suitable for indoor use. The quality of the fuel used must be clearly visible
  - there must be a drainage basin under the device that uses fuel. In addition, you must be prepared with absorbents and collection equipment in case of possible damage
  - the minimum protective equipment at the place of use is one 34A183BC class hand fire extinguisher
  - spare fuel cannot be stored in the event premises
  - The storage and sale of products containing flammable liquids (e.g. spray paint) is permitted, but the maximum quantity allowed within the meeting area is limited to the amount necessary for the operation.
  - a responsible person must be appointed at the place of use, who is responsible for the use on site
- bioethanol-powered fireplaces:
  - the device must be intended for indoor use
  - the place of use has a minimum protective equipment of one 34A183BC class fire extinguisher
  - spare fuel cannot be stored in event spaces
  - a responsible person must be appointed at the place of use, who is responsible for the use on site
  - The fire pit/heating appliance shall be enclosed or guarded in such a way that visitors cannot come into contact with hot surfaces.

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8C CHEMICALS AND NON-COMBUSTIBLE GASES

- notification to the Hall Master must be made 45 days before the event
- chemicals
  - chemicals can be handled and stored in the facilities only with the permission of the event organiser
  - of the agreed chemicals, the safety data sheets and quantities of the chemicals in question must be easily found at the place of use.
  - when considering the use of chemicals, take into account
    - safe storage
    - operating environment
    - ventilation requirements (target exhausts, filtration, etc.)
    - Absorbent materials for spill containment and cleanup.
- non-combustible gases and pressure containers
  - non-combustible gases e.g. helium, nitrogen, carbon dioxide
  - an operating and storage permit must also be obtained for pressure containers containing non-combustible gases
  - the pressure container must be secured in such a way that it cannot fall over. Care must be taken when moving the pressure container.
  - empty gas cylinders for demonstration purposes must be clearly marked with the sign “empty”, only so-called factory-empty gas cylinders can be marked like this

8D HOT WORK OPERATIONS AND PERFORMANCES WITH FIRE

- a written explanation of the hot workplace, initial extinguishing equipment and safety measures must be submitted to the Hall Manager no later than 45 days before the event
- gas welding equipment and liquid gas equipment must be equipped with the safety equipment required by the regulations
- hot work is work that involves sparks, uses flame or other heat and creates a fire hazard. These include e.g.
  - gas and arc welding
  - blade, torch and arc cutting, metal grinding
  - use of a gas burner or hot air blower
- during construction and dismantling, those doing hot work are required to have a hot work card and a written permit for hot work issued by the Event Services’s office.
- during the exhibition, those doing hot work or performing hot work are not required to have a hot work card, but the performance site or working place must meet the requirements set for a permanent place of hot work. Spreading flames, fire splashes and sparks to other exhibition spaces and corridors must be prevented
  - permission to have performances with fire always requires the written permission of the property owner. In order to receive this, the plans for the arrangements as well as the initial extinguishing equipment and safety measures must be submitted to the Hall Manager 45 days before the event.
- more information on hot work requirements: IF/Security instructions for work with fire

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8E PYROTECHNICS AND SMOKE MACHINES

- Pyrotechnics
  - pyrotechnic effects (both cold and warm) must be reported to the Rescue authority in accordance with the instructions on the website of Helsinki Rescue Department, no later than 14 days before the event
  - the use of pyrotechnic effects always requires written permission from the property owner. To get this, the plans must be submitted to the Hall Manager 45 days before the event
  - when using pyrotechnics, the safety distance to the roof and wall structures of the property is at least 3 metres. See also point 2a.
  - outdoor firework displays are reported to the police and a copy is delivered to the Hall Manager no later than 45 days before the event
- smoke machines
  - the use of smoke machines requires the permission of the event organiser and must be reported to the Hall Manager 45 days before the event. The use of smoke machines causes costs (fire guarding) and requires disconnection of the property's fire detectors
  - when the surrounding exhibition sections are covered, the use of smoke machines may have to be prohibited due to possible fire alarms
  - smoke from the smoke machines may not compromise exit route sign visibility or disturb other stands.
  - customers should be informed in advance about the use of smoke machines.

9. FOOD SAFETY AND FOOD PREPARATION

- food handling operators have their own separately marked sanitary facilities in the centre of the Gallery
- the guidelines of Helsinki Environmental Services must be taken into account when preparing food: Guidelines for food at fairs
- in cooking that causes smell of frying food, the frying surface should be equipped with a cooker hood with an active charcoal filter
- when preparing food, consideration should be given to protecting possible hot surfaces from the public
- extinguishing blanket is required at the food preparation station
- if the food is prepared with liquid gas, (see section 8a) notification of the use of liquid gas must be made to the Hall Manager 45 days before the event and the point of sale must have a hand fire extinguisher (power class at least 34A183BC)
- the use of deep fryers is possible taking into account the following:
  - extinguishing blanket and an F-class food grease fire extinguisher (minimum rating 34A183B 40F) are required at the food preparation station
  - oil from deep fryers must be disposed of appropriately. The service can be ordered from Helsinki Expo and Convention Centre's partner if necessary
  - the placement and protection plan must take into account the safe location of the fryer and the fire load of the area, and it must be submitted to the Hall Manager 45 days before the event
- the use of a charcoal grill is possible taking into account the following:
  - the use of a charcoal grill always requires the approval of the event organiser
  - extinguishing blanket and a handheld fire extinguisher (minimum rating 34A183BC) are required at the food preparation station

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- the placement and protection plan must take into account the safe location of the charcoal grill and the fire load of the area, and it must be submitted to the Hall Manager 45 days before the event

10. ENVIROMENTAL SAFETY

10A DESINFECTION OF WATER EQUIPMENT

- water fixtures and connecting hoses used in domestic water distribution must be disinfected before use
- instructions and the obligation to self-monitor applies to both event organisers and companies participating in events. Compliance with the instructions is monitored by Helsinki Food Safety Unit
- more information: eMessukeskus

10B OIL DISPOSAL

- oil or chemicals should not be placed together with other waste for recycling
- the exhibitor must take care of the disposal and recycling of the oil himself, if necessary, the service can be purchased from Helsinki Expo and Convention Centre's partner
- oil or fuel damage caused during the events must be reported immediately to the security staff or hallmaster

10C PROTECTION FROM NOISE

- equipment and work demonstrations that cause loud noises should be avoided
- the volume must not interfere with the operation. Any sound reproduction must be directed in the direction of your own stand
- if necessary, the organiser intervenes in the disturbing noise level

11. OTHER MATTERS TO BE CONSIDERED

11A TEMPORARY ACCOMMODATION IN HELSINKI EXPO AND CONVENTION CENTRE

- read the document "Instructions for security arrangements for temporary accommodation in meeting spaces": Instructions
- notification and permit matters must be handled in advance with the Helsinki Rescue Department no later than 14 days before the start of the accommodation. Notification to the Hall Manager must be made no later than 45 days before the event
- the permission of the property owner must be attached to the notification

11B HANDLING OF FIREARMS, AMMUNITION, BLADED WEAPONS, AND BOWS

- there are separate instructions and requirements for this. Please contact the Hall Manager.

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11C SAUNAS AND SAUNA STOVES

- for demonstration purposes (electricity connected to sauna stove), the following is possible:
  - when the sauna stove is turned on, there must be continuous personal supervision. After the power has been cut off, personal supervision must be continued until the sauna stove is not hot any more.
  - there must be no brochures or other flammable material inside the sauna or near the sauna stove
  - the demonstration must take place under supervision and contact with hot surfaces must be prevented
  - observe the safety distances given by the manufacturer
- the Hall Manager must be notified of the presentation no later than 45 days before the event. The notice must also include a floor plan of the sauna and the location of the sauna stove.

11D DRONES

- flying drones is possible under certain conditions and restrictions, and requires permission from Helsinki Expo and Convention Centre as well as liability insurance
- there are separate instructions for drones, contact the Hall Manager no later than 45 days before the event.

11E MOTOR VEHICLES AND OTHER SIMILAR EQUIPMENT

- ignition keys should be stored so that the public cannot access them
- powder, foam or liquid fire extinguishers of at least power class 34A183BC are placed in the showroom as follows:
  - quantity of equipment 1-3 pcs, 1 fire extinguisher
  - quantity of equipment more than 3 pcs, the amount of fire extinguishers is specified separately by the Hall Manager
- electric vehicles may not be charged indoors, and the level of the charge should be as low as possible
- when placing electric vehicles in halls, take into account that the car can be towed out in the event of fire
- for equipment placed in lobbies or gallery spaces, see section 6A
- equipment for which the regulations have not been followed can be moved at the owner's expense

11F LASER EQUIPMENT

- Radiation and Nuclear Safety Authority (STUK) gives instructions and supervises the use of laser equipment at public events
- the use and presentation of high-power laser devices that belong to safety category 3B and have a radiation power of more than 5mW requires permission by the Radiation and Nuclear Safety Authority More information: www.stuk.fi

Event Services

7.9.2026

12. CHANGE LOG

date	section and page	changes	registrar
27.3.2025	1E, 6	Added instructions for personnel moving within the hall	Kha
27.3.2025	3A-C, 7 and 8	Added a requirement that fire extinguishers must be secured in an upright position	Kha
27.3.2025	5A, 10	Added a reference to the necessary measures required to ensure safety	Kha
27.3.2025	9, 15	Revised the wording regarding the required firefighting equipment	Kha
27.3.2025	9, 15	Added a reference to the waste oil disposal service	Kha
27.3.2025	9, 15	Clarified the placement and protection requirements for cooking appliances and charcoal grills	Kha
27.3.2025	10B, 16	Added a reference to chemicals	Kha
27.3.2025	11B, 16	Added a reference to a separate instruction and revised the heading	Kha
7.9.2026	8B, 13	Added a requirement to separate fireplaces/fire features from customer contact	Kha
7.9.2026	5B, 10	Updated references to the new Consumer Services Safety Act and added requirements regarding notification of smoke machine use	Kha
7.9.2026	8E, 15	Added requirements regarding notification of smoke machine use	Kha
7.9.2026	Front page	Added the name of the new Service Manager	Kha
7.9.2026	Front page	Updated the contact details of the Director of Services and Production	Kha
7.9.2026	6B, 11	Removed the references to the load restrictions of Messuaukio	Kha
7.9.2026	3C, 8	Updated the crowd load requirement for temporary structures on the 2nd floor	Kha
7.9.2026	4C, 9	Added the design value for the horizontal load on guardrails	Kha