

**FESTSPIEL
HAUS
BREGENZ**

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Fire protection in the Festspielhaus Bregenz

Guidelines and procedures for decorations and materials for events

These guidelines for event organisers form the **basis** for the **minimum requirements relating to decorations** and for the combustion characteristics of **materials brought into** the event spaces in the Festspielhaus Bregenz. The specifications and requirements described serve to ensure the safety of people at events and to meet legal provisions.

These **guidelines** apply to **all events within** the premises of the **Festspielhaus Bregenz, regardless of size** or the **number of people** attending. This also includes open areas outside if these are adjacent to escape routes or assembly points.

The basis for these guidelines comprises the house rules of the Festspielhaus Bregenz as well as the fire safety regulations in their valid version, the implementation regulations of the fire safety guard and the following standards (state of the art):

- _ ÖNORM EN 13501-1 issue date: 2020 01 15 (Classification of construction products and types of construction with regard to their fire behaviour)
- _ ÖNORM EN 13773 issue date: 2003 05 01 (Classification scheme for textiles – Curtains and drapes – Burning behaviour)
- _ ÖNORM A 3800-1 issue date: 2005 11 01 (Fire behaviour of materials, excluding construction products)
- _ ÖNORM B 3822 issue date: 2010 06 15 (Fire behaviour of furnishing materials – Decorative articles)

ÖNORM A 3800-1 – Fire behaviour of materials, excluding construction products – Part 1: Requirements, tests and assessments – is to be withdrawn. Until further notice, ÖNORM B3800 certifications can be accepted and used

It should be noted that all certificates forming the basis for testing and assessment must correspond to the state of the art / state of the regulations. If the standards listed here are superseded or replaced by a more up-to-date set of regulations, organisers must themselves consult the currently valid standard, irrespective of this table!



Decorations in the Festspielhaus Bregenz

The term “decorations” covers event furniture such as **seating, exhibition stands, lecterns and desks, fabric coverings, curtains, carpets, roll-ups, displays and air columns, pin boards and screens, table linen and plants**, etc.

All decorations are subject to **strict fire protection regulations**. They must fulfil the following minimum requirements:

- _ **Fire behaviour:** non-combusible or fire resistant (no fire, or does not contribute to a fire)

- _ **Smoke behaviour:** low smoke emission (produces no smoke)

- _ **Dripping behaviour:** non-drip (does not drip)

Decorations that do not meet these criteria may not be used unless they have been treated with a special flame retardant. Where necessary, please submit the relevant test certificates for materials and construction materials in compliance with the applicable standard to your contact person at the Festspielhaus in good time before the event.

We would also like to point out that, depending on the requirements, increased personnel costs are to be expected. In the event of fire, the instructions of the staff must be followed!

The following points must be observed:

- _ Let your Festspielhaus contact person know what decorations you are planning and coordinate the time of delivery and collection.
- _ If you are planning your own table decorations, please inform eventTZ by foodaffairs.
- _ Covering the walls and floor with stickers is not permitted.
- _ Only after assessment and approval by the fire safety officer may the authorised decorative items be set up or materials used.
- _ Decorations must be set up in such a way that they are stable and secured against falling over.
- _ No decorations may be set up or fixed in escape routes.
- _ Fire protection equipment (e.g. portable fire extinguishers, push-button alarms) must be identifiable and freely accessible at all times.
- _ Signs and safety lights relating to fire protection or escape routes must not be removed, damaged or obscured from view.
- _ The use of open light and fire is generally not permitted. The use of naked lights (e.g. candles) may be authorised by the fire safety officer. The necessary distance from flammable materials and a non-flammable base (e.g. candle in a glass container) must be ensured.
- _ Escape and rescue routes as well as areas for the fire brigade must not be obstructed by parked vehicles.

Bringing motor vehicles inside

Bringing any motor vehicles (combustion engines and electric / hybrid vehicles) into the Festspielhaus Bregenz **MUST be authorised by the contact person.**

The following applies to **motor vehicles with combustion engines:**

- The tank capacity of the vehicles must be reduced to the level necessary for entry and exit (the reserve light on the fuel gauge must be active). Please note: The ÖAMTC can pump out the tank contents of a vehicle for a fee.
- If possible, the petrol cap must be closed.
- Non-absorbent surfaces must be present or created under the vehicle.
- The vehicle keys must be handed to the porter after parking the vehicle(s) and labelled properly.
- After an event or presentation, vehicles must be transported back outside or collected as quickly as possible.

For **motor vehicles with electric or electric hybrid drive**, the following also applies:

- Charging vehicle batteries via EN 62196 Type 2 connections is not permitted in the building; outside the building (outdoors) this is possible. Please note: Type 2 charging stations are available in the car park.
- Point tank capacity above relating to vehicles with internal combustion engines also applies to hybrid vehicles with internal combustion engines.



Heating and cooking appliances

The use of **individual heating and cooking appliances and radiant heaters is prohibited**. Exceptions are only permitted with the approval of a fire safety officer and in compliance with the necessary

safety regulations. Please inform your contact person at the Festspielhaus of your plans as early as possible.

Pyroeffekte

The use of **pyrotechnic effects requires official registration** with the **BH-Bregenz**. Inform your contact person at the Festspielhaus as early as possible about the planned use; this may result in increased personnel costs.

Contact person:
BH-Bregenz
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