

Information for a successful and safe event

www.conventions.wista.de

Dear guests,

Welcome to the WISTA event locations! We are pleased to welcome you to Adlershof, Germany's largest science and technology park.

To help ensure a safe and successful event, we have summarized the key safety instructions on this information sheet.

If you have any questions, please do not hesitate to contact us. In addition, our team will be available throughout your event to assist you and help ensure that everything runs as smoothly as possible.

Your WISTA Conventions Team

Emergency Escape and Rescue Plans

Please read the posted escape and rescue plans carefully. Emergency contact numbers are also listed on these plans. The plans are posted at the following locations:

WISTA Event Center

- Entrance Rudower Chaussee 17
- Entrance Volmerstraße 2
- Hallway between Curie-Kabinett and Pasteur-Kabinett
- Bunsen-Saal
- Zuse-Saal

Forum Adlershof

- Hallway Hans-Gra-de-Saal
- Hallway a:head area

ST3AM Adlershof

- Entrance Rudower Chaussee 28
- Entrance Rudower Chaussee 28A

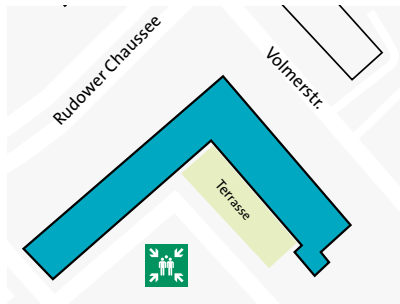
Additionally, please comply with the following instructions:

- Designated areas, such as fire department access zones, escape routes, and emergency exits, must be kept clear and unobstructed at all times.
- Escape routes between rows of chairs and tables must remain clear at all times.
- Throughout the event, all doors leading to escape routes and emergency exits must remain unlocked.
- If seating arrangements are modified during the event, emergency exits must remain fully accessible and unobstructed. The minimum required width of all escape routes (1.2 m) must be maintained.
- When chairs are arranged in rows, they must remain securely connected to one another at all times.

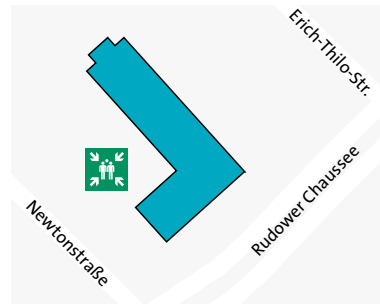
Evacuation Assembly Points

The assembly point serves as the designated meeting location in the event of an evacuation. In an emergency, all persons of the building must proceed to the assembly point and remain there until further instructions are given. The exact locations can be found here:

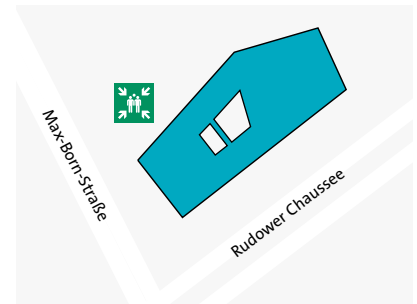
WISTA Event Center



Forum Adlershof



ST3AM Adlershof



Fire and Pyrotechnic Equipment

As the organizer, you must ensure that all materials, equipment, exhibits, and decorative items used during the event are classified as at least B1 (flame-retardant) in accordance with applicable fire safety regulations.

Smoking is prohibited throughout the entire buildings. This also applies to e-cigarettes. Please use the designated smoking areas outside the buildings.

The bringing, storage, or use of pyrotechnic devices, as well as the use of fire, open flames, or any other sources of ignition, is strictly prohibited throughout the buildings and on the entire premises.

Fire extinguishers are clearly marked and readily accessible. They must not be obstructed under any circumstances and must remain easily and quickly accessible at all times.

