



# Security

Experience and Competence  
against Theft and  
Unauthorised Access

# Service

# Environmental Management

Waste Disposal and  
Cleaning Services for a  
Well-Rounded Trade Fair Appearance



Messe  
Düsseldorf

## Security

### SECURITY / The best protection – your vigilance

We would like you to be kept busy by business, not by thieves. Therefore we would like to guarantee your success and protect you from loss as best as we can.

The best protection is your vigilance. We would like to heighten your sense of alertness.

#### We provide lots of security:

- Passes, overnight work permits, film and photography permits prevent non-authorized persons from entering the grounds outside of opening hours.
- Experienced security personnel protect the exhibition grounds.
- The police trade fair alarm is activated for the duration of the trade fair.
- Limited hall opening hours, after-hours entrances optimise security quality.

Unfortunately, total protection is not possible. Even we cannot offer such a thing. A good insurance will assuage any damages.

- Therefore, please insure all exhibits, not only for the duration of the trade fair, but also during transportation. Insurance companies will also provide advice on insuring your personal effects and stand equipment.

When planning your stand, please consider the following security aspects:

- We recommend a clearly arranged design with lockable and canopied cabins.
- We advise the use of technical security devices, e.g. motion sensors, video surveillance.
- Secure your stand coat check from access by third parties by using cloakroom tickets, technical aids or a security employee.

### Critical phases:

#### Set-up

- Protect your valuable electronic devices, e.g. PC, screens, etc.
- Arrange and safeguard tools, stand equipment, furniture
- The last set-up nights in particular, when stands are completely set up, attract thieves.

Security personnel and/or technical safeguards will protect you.

#### Duration

- You are busy at the stand. Do you know all colleagues, representatives? Watch out for unknown persons.
- Protect your stand coat check from strangers. Pickpockets often work during the first trade fair hours.
- Pay attention to our photography ban.
- After hours, have your stand protected by our security service or by technical devices.

#### Teardown

- Protect your exhibits and inventory from theft immediately after closing of the trade fair.
- Secure small items immediately.
- Confirm the name of the shipping company.

#### Summary

"Five Pieces of Advice"

1. In advance: Planning your stand
2. Set-up time: Protect your items
3. Duration: Secure coat check areas, lock down moveable objects, protect your stand after hours
4. Teardown: Secure small items as quickly as possible, commission shipping company
5. For motorists: Never leave bags, suitcases, cameras etc. in your car in plain view.

### Our Security Service Providers

For Halls 1 – 8, 13 – 17



#### SECURITAS Services GmbH

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For Halls 9 – 12



#### KLÜH-SECURITY GmbH

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For Halls 15 – 17



#### Kötter SE & Co. KG Security, Düsseldorf

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### The guarding is to conform with the following service instructions:

The security guard must ensure that no unauthorized persons enter the exhibition stand and must prevent thefts and damages. Exhibitors must attach a written list of valuable items (e.g. laptops, mobile telephones, PCs, monitors, DVD equipment, beamers, etc.) to the stand records to be provided to the security guards.

## Environmental concept

### General Information

The disposal concept of Messe Düsseldorf is based on 3 principles: Avoidance, Minimization and Re-use

Since it is not always possible to avoid waste we offer exhibitors an infrastructure which ensures optimal usage and disposal. Together with our service partners we offer the means of achieving the best possible re-usage and disposal of waste materials.

### Ordering waste containers –

Waste incurred can be registered in the Online Order System – OOS. The costs of the disposal operations will be charged to exhibitors. We will supply a waste bin for your stand area during the setup and dismantling periods upon request. Upon emptying of the container exhibitors will receive a so-called “disposal note” with quantities of materials and the disposal costs entered on it. This should be checked and the details confirmed through signature. Exhibitors will further be asked directly by trade fair personnel during the setting-up and dismantling periods about the removal of waste materials from the stand area. Exhibitors will also receive a disposal note here (which they should check and sign). These disposal notes form the basis for calculations. If you should not be present at your stand area, any litter left behind will be disposed of at your expense.

### Food and Drink waste

You can order different colour waste disposal bags (GREEN = Glass; YELLOW = plastics; BLUE = paper; GREY = other waste) for your catering waste on the stand in the Online Order System – OOS. These bags will be collected at the end of the day.

### Production waste

Waste must be registered via the Online Order System – OOS. Corresponding containers for waste collection will be supplied upon request and positioned outside the exhibition hall. Depending on the event, so-called collection points with large containers can be deposited here. In this case please separate carefully before depositing in the containers. Filling of the containers must be organized independently. Any technical aids required can also be ordered from our freight forwarders in the OOS. Upon emptying of the container exhibitors will be given a disposal note with details of materials and quantities and disposal costs. These must be checked and agreed through signature.

### Special waste

A number of collection points for special waste – paints, batteries, emulsions, fats and used oil – have been set up on site. Small quantities may be disposed of without charge at these points. Cooling media and other special waste (volume > 10 litres) must be registered via the Online Order System.

### Collection point for recycling materials

A total of 15 collection points will be set up on site for glass, paper, metals and plastics. The materials must be sorted before disposal.

### Visitors wastes

Visitors to the trade fair can also dispose of their waste separately according to the material (glass, metal, paper or plastics). Containers of different colours will be provided in the aisles of the halls.

We hope that the disposal options provided will enable the fair to be an environmentally-friendly one.

### Questions to this subject

#### Environment / Security

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Basis for  
Business

