



GUIDELINES FOR DESIGNING, CREATING AND MANAGING SUSTAINABLE TRADE FAIR INSTALLATIONS

Dear Exhibitor,

The Guidelines for Sustainable Installations are a technical and operational tool put together by the Salone del Mobile.Milano to help with the design, creation and management of responsible and innovative exhibition spaces. Designed to facilitate planning and support the companies' commitment, the Guidelines set out concrete principles in line with current regulations and key international standards.

The Salone recognises the exhibitors as the protagonists of a genuine evolution towards a more sustainable and competitive trade fair model. Applying these principles means not only cutting environmental impact but also responding to an audience of professionals and a market that is increasingly sensitive to ESG issues.

The Guidelines are therefore a service designed to accompany exhibitors effectively and clearly on this path of shared growth.



GUIDELINES FOR DESIGNING "SUSTAINABLE" STANDS

- Identifying recyclable and reusable architectural solutions for the exhibition spaces and materials, from the planning stage onwards;
- Prioritising suppliers having implemented sustainable management service systems conforming to international environmental, health and workplace safety, social responsibility, and event sustainability standards (ISO 20121, ISO 14001, etc.);
- Adopting installation solutions (such as those listed below) that guarantee accessibility and fruition by people with disabilities:
 - a) where platforms or flooring with differences in height exceeding 2.5 cm exist, as already required by Ministerial Decree 236/1989 and UNI CEI EN 17210 legislation, providing at least one access ramp with a slope not exceeding 8% (preferably between 4% and 6% so as to allow for independent use) within each exhibition space without encroaching on the common gangways, which must be well signposted and preferably in an easily identifiable and usable position;
 - b) creating at least one reception/information desk with a maximum height of no more than 90 cm from the ground in order to make it easier for visitors in wheelchairs or of shorter stature to request information;
 - c) leaving sufficient free space inside the stand for visitors with reduced mobility or in wheelchairs to manoeuvre independently;
 - d) using contrasting tape or appropriate signage to highlight any differences in surface level, obstacles or potentially dangerous situations, such as for example: stair risers and treads, steps, the edges of sloping ramps, transparent glass doors or walls, etc.

GUIDELINES FOR BUILDING "SUSTAINABLE" STANDS



- Opting for reused and reusable installation elements or alternatively opting for high quality, reusable semi-finished and finished products, thus cutting down on the need for new acquisitions;
- Cutting down on the use of non-reusable and often single-use materials;
- Opting for recycled wood or cardboard products or products from sustainably managed forests with FSC or PEFC chain of custody certification;
- Opting for chemical materials, paints, cleaning products, printing ink etc., with low environmental and safety impact (e.g. water-based paint, ecolabel products, ecological detergents free from toxic components etc.);
- Opting for low energy, high efficiency lighting and Class A electric and electronic equipment, for example, in order to limit energy consumption during the stand management phase;
- Prioritising materials and suppliers on the basis of distance from the supply source, that take account of logistical sustainability, both in terms of distance and vehicles;
- Opting for the use of low environmental impact methods of transporting materials, or using low emissions vehicles;
- For the protective packaging of installation and furnishing elements, adopting reused/reusable solutions (pallets, crates etc.) or sourced from exchange circuits and certified from the point of view of phytosanitary measures aimed at preventing the introduction of harmful organisms (e.g. ISPM-15 standard – International Standard for Phytosanitary Measures No. 15);



- Should any fittings be unsuitable for reuse, their disassembly into the individual component materials directly at the take-down stage must be planned, before these are sent to the specific authorised collection and recovery centres.

Useful stand building reminders (from the Fiera Milano Regulations):

- In version “3-2025” of the Fiera Milano Technical Regulations (also available at this [link](#) on the Salone del Mobile.Milano website), Fiera Milano has updated the guidelines pertaining to the ban on the use of plasterboard or similar materials for the construction of walls, external infill panels, and false ceilings in general. (See Art. 2.9.1 on page 17 and Art. 9.18 on page 41); please contact Fiera Milano (at the email address gestionerifiuti@fieramilano.it) for further clarification on this matter;
- As stipulated in the Fiera Milano Technical Regulations, special waste - cardboard packaging or mixed materials, wood waste, panels, cellophane, paint or stucco containers and pieces of carpet - must be removed on a daily basis during the set-up and take-down stages. Exhibitors must arrange for this to be removed from the exhibition according to the indications summarised in Art. 2.9.4; for further information: gestionerifiuti@fieramilano.it;
- With regard to the safety obligations that exhibiting companies are required to comply with in relation to their stand builders/fitters, one of the most important is the completion of the DUVRI (single document for the assessment of interference risks) or, where necessary, the PSC (safety and coordination plan) where the provisions of Article 26 of Legislative Decree 81/08 or those contained in Title IV of the same decree apply, in accordance with the provisions of the Ministerial Decree of 22/07/14; for further information: sicurezza.mostra@fieramilano.it;
- As of 1st October 2024, “credit licences” have become mandatory for companies – including those not strictly defined as construction companies – and self-employed personnel working on temporary or mobile construction sites. With regard to trade fairs, all areas that require the application of Title IV of Legislative Decree 81/08 fall under the definition of “construction sites.” For further information, please see the “Mandatory Documents” section of the Reserved Area of the Salone del Mobile.Milano website.
- Fiera Milano would like to remind all exhibiting companies that, once set-up operations are complete, the certification documentation relating to the type of structure built on their stands must be handed into the Stand Control Office or to the Fiera Milano Customer Services. This documentation is summarised in Art. 2.9.3. of the Fiera Milano Technical Regulations.

GUIDELINES FOR TAKING A “SUSTAINABLE” PART IN THE TRADE FAIR



- Encouraging both staff employed during the trade fair period and guests to use public transport (metro, train, airport shuttle buses) or other types of shared mobility for travel to/from the event;
- Demonstrating the company's commitment to sustainability with regard to installations, describing the environmental performance and characteristics of the products and their lifecycles;
- Training on-stand staff to relay information relating to the sustainability and circularity of the company and of the products;
- Prioritising communication in digital mode, cutting down on the amount of printed material; where the latter is strictly necessary, opting for recycled or recyclable material or material sourced from sustainably managed forests (FSC-PEFC);
- The Salone del Mobile.Milano would be grateful if you could allow visitors in possession of Priority Passes – reserved for people with disabilities – to skip the queues for access to your stands. The Salone del Mobile.Milano has introduced Priority Passes allowing disabled visitors to skip the queues at the tills of some of the catering facilities at Fiera Milano and be given priority entrance to the Arenas to listen to the Salone Talks;
- With regard to crockery and cutlery used for on-stand catering, preference should be given to the use of plastic-free or recycled plastic or even compostable/biodegradable consumables;
- Taking part in the initiative to recover and donate surplus food from on-stand catering for social solidarity purposes, thanks to our partnership with the Food Bank Association of Lombardy. For further information, please consult the “Other Services/Solidarity Actions” section of the Reserved Area of the Salone del Mobile.Milano website.