



## Regulations: Science Expo 2019

Read these rules carefully before you submit your project.

The main purpose of these regulations is to ensure the safety of the public and the participants. They are also intended to make the participants aware of the ethical code of conduct within scientific research. They aren't intended to restrain the participants' creativity nor the planned field of research but aim to assist in the creation of a good working method and aim to guarantee a safe manner of conduct, equal to that of professional researchers.

Scientific tests which may be hazardous for the public should be executed beforehand and only shown through diagrams, pictures, slides, videos, simulations, etc. during Science Expo.

In case of any doubt or questions, please contact us on [info@science-expo.be](mailto:info@science-expo.be)

Any additional information concerning the preparation of your Science Expo project can be found on our website [www.science-expo.be](http://www.science-expo.be).



## TABLE OF CONTENTS

1. Introduction .....	3
2. Commitments .....	3
3. Terms of admission .....	4
4. Languages .....	4
5. Information concerning the project .....	4
6. Experiments with animals .....	4
7. Specific rules for the layout of your booth .....	5
8. General safety regulations .....	5
9. Chemical safety .....	6
10. Electrical safety .....	7
11. Lasers, radiation, radioactive substances and ultraviolet light .....	7
12. Portrait right .....	8
13. Copyright .....	8
14. Intellectual property .....	8



## 1. Introduction

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The organisation consists of:

Les Jeunesses Scientifiques de Belgique asbl

Wtnschp, Science Outreach Office of the Vrije Universiteit Brussel

- 1.1 The organisation is responsible for the organisation of Science Expo 2019 in Belgium and for the application of these regulations. The organisation is the only body empowered to taking final decisions. No third party (schools, teachers, organisations, ...) has the right to handle material or methods which aren't in accordance with the regulations of Science Expo. Upon disagreement, only the organisation has the authority to take a final decision.
- 1.2 After having informed the participant(s) and/or her/his/their mentor of the rules by means of these written regulations, the organisation obtains the right to answer any possible questions regarding the application of these regulations. The organisation also has the right to refuse any experiment, substance or apparatus that creates any risk or obstructive consequence.
- 1.3 Failure to respect the conditions, mentioned in these regulations, or failure to comply with the organisation's guidelines may lead to project's removal off the event.

## 2. Commitments

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### **All participants commit to:**

- 2.1 appropriately completing the online subscription and to meeting the terms of admission (see §3) which have been drafted by the organisation.
- 2.2 respecting the regulations of Science Expo.
- 2.3 being present for each part of the event (build-up, presentation to the public, dismantling, etc.).
- 2.4 building up and dismantling the booth only during the therefore indicated hours.
- 2.5 being present at their booth during public opening hours. At the beginning of the event the participants will receive a daily planning, which will specify the moments during which they need to staff their booth. This planning will also contain breaks.
- 2.6 respecting all advice from their mentor(s) and of the organisation.

### **The organisation commits to:**

- 2.7 only using the personal data that you share with them for the organisation of Science Expo. Your data won't be passed on to third parties and won't be stored for more than three years.



### 3. Terms of admission

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#### To be granted admission

- 3.1 the Science Expo project must represent a scientific content or have recourse to a scientific use.
- 3.2 the project can not endanger the visitors' and participants' safety during the entire event.
- 3.3 the participants need to have completed their registration in the online registration tool.

### 4. Languages

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- 4.1 English, French and Dutch are the main working languages at Science Expo. Participants are expected to provide documentation and/or a presentation in at least one of these languages.

### 5. Information concerning the project

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- 5.1 Online registration will require the most important information concerning your project (title, summary, development, etc.).
- 5.2 This information will be used by the organisation to decide upon a correct thematical set up of the booths.
- 5.3 This information can also be used by the organisation to promote the event.
- 5.4 This information (without mentioning the names of the participants) will be downloadable from the website by teachers who want to prepare their visit to Science Expo.

N.B.: Consider the information you fill in on the registration form as the first billboard of your project. Make sure you complete this part of the registration form with care.

### 6. Experiments with animals

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- 6.1 Projects which include experiments on living animals are forbidden, except if the animals are insects.
- 6.2 It is allowed to observe wild animals in their natural habitat or to observe animals at the zoo and to observe farm animals or pets, as long as these animals are undisturbed by the observer.
- 6.3 The participants commit themselves to not working with pathogenic micro-organisms.



## 7. Specific rules for the layout of your booth

All booths of the projects which participate in the event have the same dimensions:

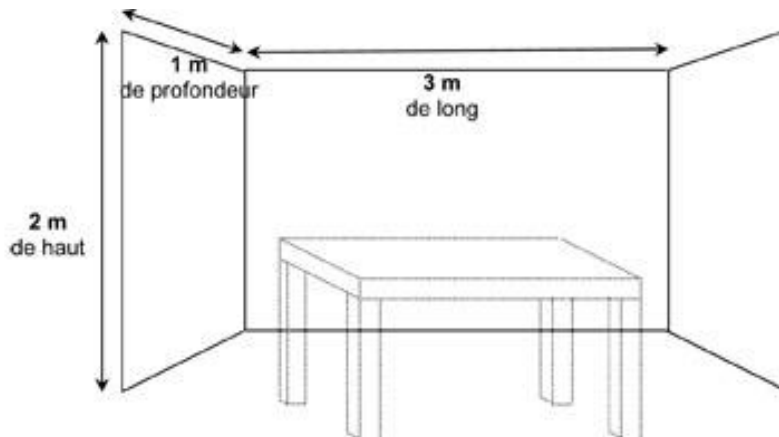


Table: 1.75m X 0.75m

- 7.1. The organisation will supply a table, two chairs and a table cloth.
- 7.2. A roof, a cupola or any other structure that covers the top of the booth is prohibited. Panels which cover the booth walls are equally prohibited
- 7.3. Extra furniture or equipment can be placed inside the booth as long as they don't exceed the outer limits of the booth.
- 7.4. Access to wireless internet will be available upon request. The organisation points out that the network might be slow and unstable when there are too many users at once. It is therefore recommended to rely as little as possible on an internet connection for your project.
- 7.5. The organisation will supply one sole power point per booth. The participants need to bring their own extension cords and distributing-plugs.

## 8. General safety regulations

- 8.1 It is forbidden to smoke in the buildings of Tour & Taxis.
- 8.2 All noises, produced by the projects, may not disturb the other participants and visitors. The maximum allowed noise level per booth is 80dB.
- 8.3 Any sharp object or component (nails, screws, etc.) that may be hazardous, has to be secluded and kept outside of anyone's reach.
- 8.4 All cable ducts and electrical wires need to be of good quality, as short as possible and properly attached, so that nobody can unfix or unwire them by accident.
- 8.5 The passageways, the surrounding areas and the space under the booth always need to be kept free, according to fire prevention regulations.
- 8.6 Products producing a strong odour need to be stored in an airtight and unbreakable wrapping.
- 8.7 Plant or animal products prone to decay need to be sealed airtight and need to be kept in an unbreakable packaging. They are not allowed to decompose



during the expo.

- 8.8 The participants need to act with the necessary precautions in order to protect themselves during experiments (glasses, gloves, etc.).
- 8.9 The use of compressed gas or aerosols tanks is forbidden.
- 8.10 No flames are permitted (e.g. burner, candle, etc.). Other sources of heat (e.g. electric element, boiler, hot plate, etc.) can only be used if the necessary precautionary measurements have been taken.
- 8.11 Any type of weapon is forbidden – including mock or toy weapons. Consequently, you can not bring any weapon nor display it, even if it has been obtained legally and comes with a license.
- 8.12 The participants need to insure their own material. The organisation can not be held responsible for theft or damage of the participants' material (throughout day and night time).

## 9. Chemical safety

- 9.1 The following groups of chemicals are prohibited at Science Expo:
  - Carcinogenic, mutagenic, or teratogenic products - such as benzene and its derivatives, PCBs, dioxins- or products representing a high risk of toxicity - such as arsenic or its derivatives, cyanides, or mercury (even in the form of a thermometer).
  - Explosion-hazardous or other chemical compounds belonging to a class of substances presenting a risk of spontaneous, exothermic, or gas-producing reaction.
  - Products with a high risk of flammability - such as volatile solvents, acetone, methanol, ethanol, ethers -, reactive metals or their derivatives - such as sodium or magnesium -, flammable gases - such as alkanes (e.g., propane) - and corrosive and highly reactive elements - such as chlorine or hydrogen.
  - Chemicals or mixtures producing strong odours, for example, volatile sulphur derivatives - such as hydrogen sulphide or thiols.
  - Illegal substances such as amphetamines, barbiturates, cocaine, morphine, etc.
- 9.2 In case the participant chooses to replace the original and forbidden product by a non-hazardous substance, he must clearly indicate the name of the replacing product: e.g. sodium chloride (kitchen salt) instead of sodium nitrate.
- 9.3 Each participant needs to be able to identify the substances that are exposed on his or her table and each substance needs to be labelled.
- 9.4 Cryogenics such as liquid nitrogen or dried ice are permitted only if the organisation has been notified beforehand and if the necessary precautionary measurements have been taken.
- 9.5 Allowed substances: acid solutions, bases, oxidizers, reducers and other reacting chemicals which don't exceed 0.5 mole/litre. The acid's name and its concentration – in moles per litre – need to be clearly indicated. The exact composition and its preparation method need to be visible at all times. The presence and use of these substances in the booth always require a preliminary



approval of the organisation.

## 10. Electrical safety

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- 10.1 Any open configuration - or part of it – can use a maximum power of 36V (AC or DC). The current can't exceed 5 Ampère.
- 10.2 The organisation has to authorize in advance any configuration that could create a large magnetic field.
- 10.3 Only undamaged and earthed extension cords can be used. Each electrical device must be equipped with a properly earthed power cable.
- 10.4 All electrical devices (computers included) and distribution boxes must be switched off at the end of the day.
- 10.5 Batteries containing an acid (e.g. car batteries) aren't allowed.

## 11. Lasers, radiation, radioactive substances and ultraviolet light

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During Science Expo it is forbidden to:

- use devices which produce any type of free-radiation (microwaves, X rays, infrared);
- use laser pens of category III or IV;
- conduct experiments that use radioactive substances or ionising radiation.

It is permitted to use a device that emits laser beams or ultraviolet radiation – as long as they don't belong to the categories described above.

The use of the following devices is permitted provided careful usage and respect for the following norms:

- The position of the laser's emitting source towards the target needs to be checked (and fixed) so that the eyes of the observers, passers-by or participants are protected against radiation.
- The power of each used laser may not exceed 1.0Mw.
- The UV radiation emitting power source may not exceed 25 Watt.
- It is obligatory to use commercial devices.



## 12. Portrait right

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Upon approval of these regulations, the participants agree to be filmed or photographed by members of Science Expo.

The participants also declare to have been informed of the fact that – according to privacy legislation– the photo and video material may be stored and used for promotional purposes; more precisely to promote the activities of Jeunesses Scientifiques and Wtnschp, the Science Outreach Centre of the Vrije Universiteit Brussel. The images will in no case be transmitted to third parties, used for other purposes than promoting the activities of the association or disseminated on social media.

Participants who don't want to be filmed or photographed should contact the organisation on [info@science-expo.be](mailto:info@science-expo.be) before the end of the registration deadline.

## 13. Copyright

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The use of any visual, aural and/or written media during the event, must comply with Belgian and European copyright laws. The organisation of Science Expo can not be held responsible for copyright or licensing claims regarding media used by participants at the event.

## 14. Intellectual property

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- 14.1 Any project which involves a form of plagiarism (e.g. borrowing from third parties without mentioning the original), even minimally, will be disqualified.
- 14.2 The participants authorize the organisation – JSB and Wtnschp– to use the title of the project and the name(s) of the author(s) in their publications, as well as any text provided by the author(s), photographs and video recordings of their project. This authorization is extended to partners and sponsors of Science Expo – the official sponsors and partners are mentioned on all communication material of Science Expo.
- 14.3 The project remains the intellectual property of its authors.