

RULES OF PROCEDUR

Young Explorers Seminar YES! 2nd Edition

I GENERAL TERMS

1. The organiser of the **Young Explorers Seminar YES! 2nd Edition** (hereinafter the 'Conference') is the **University of Łódź** (Department of Labour Law).
2. The conference will take place on **29 June 2023** and will be available online. The conference will be held in English.
3. By submitting the registration of participation in the Conference the Participant signifies acceptance of the Rules of Procedure in their entirety.
4. The Organiser reserve the right to cancel the Conference or to alter the programme and the Rules of Procedure.

II CONDITIONS OF PARTICIPATION

1. Any natural person who has attained the age of majority can register as a Conference Participant, in particular, students, PhD students/candidates, or academic researchers and any representatives of public institutions, local government, NGOs, employers, employees, or of the legal professions.
2. There are two forms of participation in the Conference:
passive participation – any Participant who will log in into the Conference. Passive participation entitles the Participant to participate in the Conference and to receive, on request, a certificate of participation in the Conference;
active participation – any Participant who has submitted an abstract for a presentation that has subsequently been accepted. Active participation entitles the Participant to participate in the Conference, to deliver an oral presentation and, if requested, to receive a certificate of participation in the Conference.

III RULES OF THE CONFERENCE

1. The Organiser will establish the Conference programme and is entitled to implement changes thereto at any time, including during the day of the Conference. Such changes may include the scheduled timings and the order of presentations.
2. The Organiser bears no responsibility for technical or organisational problems encountered by Participants in connection with their participation in the Conference and which arise from external factors beyond the Organisers control.
3. The Participant bears sole responsibility for all the materials and information that he or she presents during the Conference. The Participant is obliged to ensure that all statements and presentations given by him/her during the conference comply with applicable statutory provisions and infringe neither third party rights nor personal rights.
4. The Participant must respect and follow the Rules of Procedure, social rules, instructions and organisational and technical directions given by the Organiser.
5. The Organiser will provide technical support to Participants during the Conference.
6. Participants are not permitted to capture or record other Participants or their statements during presentations or any other form of registration.

IV PAYMENT

The Conference is free of charge.

V WITHDRAWAL FROM PARTICIPATION IN THE CONFERENCE

Cancellations of active participation must be received in writing to: yes@uni.lodz.pl.

VI IMAGE

1. By joining the Conference, the Participant thereby consents to the unpaid recording and dissemination of his/her image and voice by the Organisers for purposes connected with the ongoing Conference and for the furtherance of promotional, educational and research popularisation aims utilising websites and social media, in particular the Facebook and YouTube accounts of the University of Łódź.
2. The Conference Participant issues a non-exclusive licence free of charge to the University of Łódź for the use of statements recorded during the Conference, including statements signified by name and surname in the following fields of use:
 - a. In the case of recordings – any recording, in particular magnetic, photosensitive, audio-visual, digital, optical, regardless of format, drive, size and technique, as well as saving in computer memory or in other storage mediums;
 - b. In the case of dissemination – public viewings, playing of recordings, as well as communication of recordings to the public by means that would enable access at the time and place of each recipient's choosing, including through the Internet and other information systems, multimedia networks and computer networks, in particular on websites and social media, including the Facebook and YouTube accounts of the University of Łódź.
3. In relation to the licence issued, the Participant confirms that the use of any of his/her statements in the aforementioned fields of use will not infringe the rights of any person, in particular intellectual property rights, and does not require third party authorisation.

VII PERSONAL DATA PROTECTION

Pursuant to Article 13.1 and 13.2 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) (hereinafter the 'GDPR Regulation'), we hereby declare that:

1. The University of Łódź having its seat in Łódź, ul. Narutowicza 68, 90-136 Łódź, Poland, is the controller of your personal data collected for the purpose of registration related to the YES! –Young Explorers Seminar.
2. In any case an interested person can contact the Data Protection Officer (DPO) of the University of Lodz at the address indicated under point 1 above, adding: Inspektor Ochrony Danych UŁ or by e-mail: iod@uni.lodz.pl.
3. Personal data will be processed only for the purposes of:
 - a. registration of active and passive participation in international academic conference;
 - b. handling of the registered participants of academic conference, including communication with participants.
4. Personal data will be processed:

- a. under the Article 6.1 e) of the GDPR Regulation i.e. based on the performance of a task carried out in public interest, which is laid down by the Act of 20 July 2018 The Law on Higher Education and Science and is related to the mission of higher education system and science in the field of education, academic activity, citizenship creation, as well as participation in the social development and in building the innovation-based economy;
 - b. under the Article 6.1 b) of the GDPR Regulation based on the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract;
 - c. under the Article 6.1 c) of the GDPR Regulation i.e. based on the performance of legal obligations of the controller;
 - d. under the Article 6.1 a) of the GDPR Regulation i.e. based on the data subject's consent to the processing (in case of consent to the processing of the data subject's image).
5. The provision of personal data is freely but necessary to achieve the purposes defined under point 3 above.
 6. Your personal data will not be shared with other entities, except for the entities entitled to by the law.
 7. In case of sending the electronic invitations, Your personal data (name, surname, contact information) derive from publicly available sources of information. In case of registration via online registration form Your personal data derive from the content of filled registration form and in case of registration via email, Your personal data derive from email correspondence.
 8. Your personal data will not be subjected to profiling, neither will any automatized decisions be taken based on those data.
 9. In case of:
 - a. sending the electronic invitation for a conference, Your personal data will be processed throughout the period of time necessary to provide information about academic events organised by UŁ;
 - b. participation registration, data will be processed throughout the time necessary for organisation of the conference, communication with You related to the organisation of the event;
 - c. data of active conference participants (included i.a. in the academic articles) will be processed perpetually;
 - d. Your data processed based on the consent will be processed until the moment of consent withdrawal.
 10. The data subject has the right to:
 - a. request from controller defined under point 1 above access to his/her personal data;
 - b. request from controller defined under point 1 above rectification of his/her personal data, to have them removed or limit their processing;
 - c. object to his/her personal dataprocessing;
 - d. transfer the data in the cases provided for by the law;
 - e. withdraw her or his consent at any time (in case of processing his or her personal data based on her or his consent to the processing);
 - f. lodge a complaint to the supervisory authority in Poland i.e. the President of the Personal Data Protection Office having its seat in Warsaw, ul. Stawki 2, 00-193 Warszawa, tel. 22 531-03-00.11.

VIII COMPLAINT PROCEEDINGS

1. Complaints may be filed in the form of an electronic message sent to the address yes@uni.lodz.pl; the message shall indicate the reasons underlying the complaint.
2. The processing of complaints submitted in accordance with point 1 will commence without undue delay, and in any case not later than within 15 working days. The time of processing might be extended in cases where the processing of the complaint requires additional information, but in any case the extension will not be beyond 35 working days since the day of receipt of the complaint. The outcome of the processing of the complaint will be sent in the form of an electronic message to the email address of the Participant.
3. The message mentioned in point 2 shall include information on the way in which complaints are handled.
4. The law applicable to processing of complaint is Polish law.

IX FINAL PROVISIONS

1. Any disputes which may arise due to participation in the Conference will be decided by a competent court with jurisdiction over the seat of the University of Lodz.
2. In matters not provided for by these Rules of Procedure, the relevant Polish laws shall apply.
3. These Rules of Procedure shall enter into force on 20.01.2023.