



# PODLASKIE ECONOMIC FORUM 2022

## REGULATIONS OF THE PODLASKIE ECONOMIC FORUM

### 1. General provisions. Definitions

1. These regulations („Regulations“) lay down the conditions for the organization and participation in the Podlaskie Economic Forum („Forum“) , which shall be carried out in a stationary form.
2. The Forum is organized by Podlaskie Voivodeship, Podlaskie Voivodeship Marshal’s Office (“Organizer“), based in Białystok at ul. Kardynała Stefana Wyszyńskiego 1, 15-888 Białystok.
3. The Forum is co-organized by the Regional Development Agency “ARES” S.A. based in Suwałki, at ul. Noniewiczza 42A, 16-400 Suwałki, NIP (tax ID) 8440005767, REGON (statistical ID) 00541188300000 (“Co-organizer“).
4. The aim of the Podlaskie Economic Forum is to promote the values and development opportunities of the Podlaskie Voivodeship, in particular its economic and investment potential.
5. Access to the Forum is free of charge and is only possible if you have an ID badge issued by the Forum’s Organizer.
6. The Forum will take place on October 11-12, 2022, in the building of the Podlasie Opera and Philharmonic, the Stanisław Moniuszko European Center for Art, at Odeska 5, 15-406 Białystok.
7. The Organizer reserves the right to organize the Forum exclusively Online if a force majeure event prevents the organization of the Forum on a stationary basis. Force majeure includes in particular any future and uncertain events which are beyond the Organizer’s control such as, specifically: state of war, state of emergency, natural disasters, epidemic, pandemic (or any other unusual state of events announced by competent national authorities), restrictions and lockdowns on the organization of and participation in conferences, congresses and meetings by the competent national authorities ( “Force majeure“).
8. The Forum’s official website is [forum.investinpodlaskie.pl](http://forum.investinpodlaskie.pl)



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9. The terms used in the Regulations have the following meanings:
  1. Website means the website: [forum.investinpodlaskie.pl](http://forum.investinpodlaskie.pl), which contains information about the Forum.
  2. Registration Form means the form used to register for the Forum. The Registration Form is available on the Forum's Website at [forum.investinpodlaskie.pl](http://forum.investinpodlaskie.pl).
  3. Location means the venue for the Forum, i.e. the Podlasie Opera and Philharmonic, the Stanisław Moniuszko European Center for Art, at Odeska 5, 15-406 Białystok.
  4. Participant means any natural person who registered to the Forum and has received electronic confirmation of participation from the Organizer. Participant also means a person who, with the Organizer's consent, may participate the Forum without completing the Registration Form, in particular: media, exhibitors, speakers and other special guests.
  5. GDPR: Regulation (EU) 2016/679 of the European Parliament and of the Council of 27.04.2016 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).

### 2. Registration and participation terms and conditions

1. Applications to participate in the Forum are made by completing and submitting the Registration Form available on the website.
2. Submission of the Form implies giving all the necessary consents and acceptance of the terms and conditions of the Regulations, as well as compliance with the law and order and any other arrangements made between the Participant and the Organizer.
3. In response to the submitted Form, the Organizer shall send an electronic confirmation of acceptance or refusal of participation.



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4. Registration to Forum closes on 10 October 2022 at 23:59 or when the maximum number of Participants determined by the Organizer is reached. The Organizer reserves the right to change the date of registration.
5. Receipt of confirmation of participation in the Forum authorises Participants to receive an ID badge.
6. Participants must have the ID badge provided to them at all times during their stay in the Location and must present it at any time at the request of the Organizer's representative or event safety personnel.
7. The hours at which the Forum will take place will be indicated in the Forum's agenda. Staying in the Location outside the timeframe outlined in the agenda is only permitted with the prior consent of the Organizer. The Agenda will be made available on the Forum's Website.
8. As the invited guests enter the Location, the Organizer has the right to request a document proving the identity of the Participant, in particular in case of doubt as to their identity or the data provided by them.
9. In the event of false or incomplete information or in other justified cases, the Organizer may refuse the Participant's access to the Forum.
10. If the Participant decides not to participate in the Forum, they are required to immediately report this to the Organizer.
11. The Organizer will notify each Participant in the event the Forum is cancelled.

### 3. Rules for the media

1. Accreditations in the form of ID badges will be issued by the Organizer only on the basis of a valid press card or note confirming cooperation with a media agency.
2. The ID badge entitles you to stay within the Forum's Location, to record the event on all types of media in accordance with the copyright and related rights, as well as the Press Law Act, to conduct and record interviews with Forum Participants.



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3. The use of photo, video, audio content collected in the Forum is only permitted for informational purposes.
4. It is strictly forbidden to take photos, videos or recordings secretly.
5. Accredited journalists are required to comply with the Forum's Regulations published on the Organizer's website, the Forum Organizer's and event safety personnel's recommendations regarding the location, timing, lighting, or other safety-related rules.
6. Accredited journalists are required to clearly display the ID badges provided by the Organizer throughout their presence in the event's Location.

### 4. Participant's responsibilities

1. Each Participant is obliged to familiarise themselves with these Regulations and comply with its provisions.
2. It is prohibited to promote illegal content which is incompatible with the rules of social conduct, good manners and culture, or the objectives of the Forum.
3. Marketing of own services or third parties is prohibited at the Location unless the Organizer has given its prior written consent.
4. Participants in the Forum shall remain orderly and respect the rights of third parties, including the representatives of the media, other Participants, speakers, and representatives of the Forum's Organizers.
5. Forum Participants are required to comply with the fire safety regulations, the health and safety rules at the Location of the Forum, as well as the organizational and technical guidelines and instructions provided by the Organizer.
6. The Organizer shall not be responsible for items belonging to Forum Participants.
7. Forum Participants are fully responsible for all the content, statements, presentations they present at the Forum as well as their behaviour.
8. Failure to comply with these Regulations or the Organizer's instructions, or the Participant's inappropriate behaviour, including conducting demonstrations that disrupt the Forum, bringing alcohol, psychoactive substances, smoking tobacco



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or using electronic cigarettes, any form of disruption to the Forum, causing danger, shall constitute the basis for disciplinary measures in the form:

1. warning,
  2. immediate removal of the Participant from the Location without the right to return and without the right to claim reimbursement of any expenses or costs incurred in participating in the Forum,
  3. notification to the competent law enforcement authorities.
9. Use of disciplinary measures and its nature is made at the discretion of the Organizer.
10. The Organizer shall not be liable for damages caused by the Participant at the Forum. In the event that third parties raise any claim related to the damage suffered by the Participant during the Forum, the Participant shall be liable to bear any costs related to repairing the damage.
11. The Participant shall legally and materially liable for any damage caused by them.

### 5. Organizer's responsibilities

1. Subject the provisions laid down herein or in separate agreements and to the extent permitted by law, the Organizer shall not be liable for any damages suffered by the Participant in connection with participation in the Forum or resignation from participation.  
In particular, the Organizer shall not be liable for any failure of a Participant to participate in the Forum in the cases referred to in Article 1 (7) or for any reason attributable to the Participant.
2. The Organizer reserves the right to cancel, shorten, reschedule, or change the time or place of the event, in the cases referred to in Article 1(7), or if there is a risk of regulation preventing the organization of the Forum, in the event of a risk to the life or health of the participants or in other cases without giving cause.



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3. In such cases, to the extent permitted by law and subject these Regulations or a separate agreement, the Organizer shall not be liable for any damages to Participants arising from cancellation or modification of the dates of the Forum, including costs related to transportation or hotel reservations.
4. The Organizer reserves the right at any time to make changes to the Forum's Programme, including the right to change the time, order of appearance, or to replace speakers, and undertakes to publish up-to-date information on the Forum's Website.
5. Any modifications to Programme made during the Forum will be announced to the Participants on the Website on an ongoing basis by the Organizer.

### 6. Recording and filming during the Forum

1. The Organizer may capture and record the course of the Forum for the purposes of documentation, reporting, advertising, and promotional activities by the Organizer also in the future.
2. The course of the Forum may be captured and recorded in any form by the Organizer or entities acting on its behalf, including by means image and sound recording devices, On-line transmissions and later distribution for documentation, reporting, advertising and promotion of the Forum and the Organizer also in the future.
3. The recording and other material documenting the Forum may be submitted by the Organizer entities acting on its behalf to electronic processing, framing and composition, and may be combined with other recordings and materials, supplemented with commentaries, cut, edited, modified, added to other materials created for the purposes of documentation, reporting, advertising, and promotion by the Organizer.
4. Participation in the Forum shall be equivalent to giving consent by the Participant to the Organizer, free of charge and without time and territorial restrictions, to the fixation, transmission and dissemination of the Participant's image for



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documentation, reporting, advertising and promotion of the Forum and the Organizer in the future, in all known fields of use, in the fields of use indicated in Article 50 of the Copyright and Related Rights Act of 4 February 1994 (Polish JOL 2021, item 1062, consolidated text).

4. Recordings and other material that capture the course of the Forum may be made subject to publication by the Organizer or entities acting on its behalf, in particular on-line distribution (including LinkedIn, Facebook, Twitter, YouTube, Instagram, etc., as part of the Organizer's and Co-organizer's profiles or websites) and broadcasted live over the Internet and be used in all known fields of use, including the fields of use indicated in Article 50 of the Copyright and Related Rights Act of 4 February 1994 (Polish JOL 2021, item 1062, consolidate text).
5. Forum Participants are prohibited to capture (record images and sound) the course of the Forum by use of any audio-visual means without the prior consent of the Organizer.

### 7 Protection of personal data

1. The Controller of Forum Participant's personal data is Podlaskie Voivodeship represented by the Marshal and the Board of Podlaskie Voivodeship, based in Białystok at ul. Kardynała Stefana Wyszyńskiego 1, 15-888 Białystok, telephone: +48 (85) 66 54 549, e-mail: kancelaria@wrotapodlasia.pl, <https://bip.wrotapodlasia.pl/>.
2. On matters relating to personal data protection, please contact the Data Protection Officer at: [iod@wrotapodlasia.pl](mailto:iod@wrotapodlasia.pl)
3. Personal data shall be processed only for the purposes of registration, organization, and participation in the Forum. The personal data collected will be stored on the server for three months after the end of the Forum.
4. The controller collects the following personal data: name, position, institution, e-mail address, telephone number. Data processed upon consent shall be the processing of the image of the Participant.





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5. The data shall be processed pursuant to Article 6(1)(a) and (c) of GDPR. The provision of personal data is voluntary but necessary to participate in the Forum.
6. Any person whose data shall be processed is entitled to the right to access, rectify, delete, or restrict the processing, to object, to appeal at any time of consent and to lodge a complaint with the President of the Data Protection Office against unlawful processing of personal data.
7. The Organizer reserves the right to make personal data available to legally authorized entities, to the extent and for the purpose required by those entities and by law, including law enforcement agencies, public authorities.
8. The Organizer shall also entrust the personal data to entities which cooperate with it for the purpose of preparing and conducting the Forum, such as the Co-organizer and other entities, in particular in the following fields: ICT solutions, data controller's legal support, accounting, legal and marketing services.
9. The controller shall not transfer personal data outside the European Economic Area (EEA).

### 8. Intellectual property rights

1. Rights to the Forum's title and agenda, websites, layout, logo, graphics, pictures, video audio files, and any other materials used to promote the Forum are the property of the Organizer or a third party (if so indicated) and are protected by law.
2. Such indications and materials may not be used without the written consent of the Organizer or third party holding the relevant rights.
3. It is prohibited to delete or modify copyright notices or other intellectual property rights notices contained in any material relating to the Forum.

### 9. Final provisions

1. These Regulations shall enter into force on the date of the adoption of relevant





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the Resolution.

2. The Organizer reserves the right to modify these Regulations and undertakes to inform the Participants immediately via the Website. Modification of these Regulations shall not affect the rights and obligations of persons who have become Participants of the Forum prior to the modification.
3. In the event that any provision of the Regulations is found to be contrary to applicable laws or to be invalid, the remaining provisions of the Regulations shall remain in effect. In place of the provisions of the Regulations which are found to be contrary to applicable legal regulations or invalid, the applicable law shall apply.
4. In matters not governed by these Regulations, the relevant provisions of the Polish Civil Code shall apply.
5. It is the Organizer's sole discretion to interpret these Regulations.
6. Any dispute that may arise in connection with the organization of and participation in the Forum shall be settled by the court competent for the seat of the Organizer.