

RULES AND REGULATIONS

of the HES-GEO Partnership Workshop

26 September 2023

(„Regulations”)

§ 1

Dates and Duration

1. These Regulations define the rights and obligations of the Participants of the HES-GEO Partnership Workshop (hereinafter referred to as the "Workshops"), which will be held on September 26, 2023, stationary in Krakow, at the Faculty of Geography and Geology of the Jagiellonian University on Campus 600-anniversary of the Renewal of the Jagiellonian University, at ul. Gronostajowa 7.
2. The Organizer of the Workshops is the Jagiellonian University - Centre for Research of Human-Environment Systems at the Faculty of Geography and Geology of the Jagiellonian University, ul. Gołębia 24, 31-007 Kraków (hereinafter referred to as the "Organizer"). The workshops are organized as part of the HES-GEO project "Building Excellence in Research of Human-Environmental Systems with Geospatial and Earth Observation Technologies" financed by the European Union's Horizon 2020 program for research and innovation under contract No. 952327. The workshops are addressed to project stakeholders, referred to in the previous sentence.
3. A participant in the Workshop is any adult natural person with legal capacity who, by August 30, 2023 at the latest, declared its willingness to participate in the Workshops in the manner referred to in § 2 of the Regulations and accepted the rules of participation in the Workshops referred to in the Regulations (hereinafter referred to as the "Participant").
4. The Regulations are made available to the Participants on the Workshop website hes.geo.uj.edu.pl (hereinafter referred to as the "Workshop Website"), in the English version, in a way that allows them to be downloaded.
5. The Organizer reserves the right to change the Regulations due to changes in generally applicable law and the need to adapt the Regulations to this change, in particular in order to adjust the formula of the Workshop to the restrictions, orders, and prohibitions in force during it related to the introduction of the state of pandemic, increase the security measures accompanying workshops. The amendment to the Regulations will come into force within 7 days of its publication on the Workshop Website. With regard to Participants who accepted the Regulations before making the change, the change will enter into force within 7 days of informing them about the change in the Regulations by e-mail and not expressing objections to this change in the above-mentioned document deadline.
6. The Organizer reserves the right to change the Regulations also in the event of a change in the Regulations that does not adversely affect the rights of the



Participants or a change consisting of correcting obvious typographical errors and editorial errors. In this case, the amendment to the Regulations may enter into force within a period shorter than 7 days, but not shorter than 3 days from informing the Participants about the change to the Regulations by e-mail and not expressing objections to this change in the above-mentioned document deadline.

7. The Organizer reserves the right to change the date and formula of the Workshop in a situation where its conduct within the time limit and in the form referred to in sec. 1 above will be impossible or excessively difficult for reasons beyond the Organizer's control, in particular, due to restrictions, orders, and bans related to the introduction of a state of pandemic. Changes to the date and/or formula of the Workshops will be immediately announced on the Workshops Website.
8. The Organizer reserves the right to make changes to the Workshop program, including the right to change the timetable and order of performances. In the event of changes, the Organizer will immediately inform about it on the Workshop Website. Changing the Workshop program does not constitute a change to the Regulations.

§ 2

Registration of Participation in Workshops

1. Participation in the Workshops is free of charge and requires prior registration via the registration form (hereinafter referred to as the "Form") available on the website hes.geo.uj.edu.pl (hereinafter referred to as the "Registration Website"), in which a person wishing to participate in the Workshops will be obliged indicate the following data: name and surname, e-mail address, affiliation, telephone contact number.
2. A detailed method of registering participation in the Workshops, registration dates are provided at hes.geo.uj.edu.pl.
3. In the event of resignation from participation in the Workshops, the Participant is obliged to immediately inform the Organizer about it by sending relevant information to the following e-mail address: agnieszka.wypych@uj.edu.pl.
4. The Organizer is not responsible for providing incorrect or untrue data by the Participant during the registration of participation in the Workshops.
5. A maximum of 50 Participants may participate in the Workshops.
6. The order of applications decides about the acceptance of the application for participation in the Workshops / The Participant will receive an e-mail from the Organizer with information about qualifying or not qualifying for participation in the Workshops.
7. Indicated in sec. 5 above, the limits of Workshop participants may change due to the epidemiological situation prevailing during the Workshops and the related restrictions, orders, and bans. The Organizer will immediately notify about the change of limits on the Workshop Website hes.geo.uj.edu.pl. If it is necessary to limit the number of Workshop Participants, the Organizer will re-qualify Participants within the available limits, taking into account the order of their applications. The



Organizer will inform by e-mail the Participants who will not be able to participate in the Workshop due to the change of limits.

8. The Participant confirms that he has read the Regulations and accepts the provisions of the Regulations, which is tantamount to granting by the Participant the permits, licenses and authorizations referred to in the Regulations. Registration of participation in the Workshop is made when the Participant's data is completed in the Form and sent by the Participant along with the consents referred to in § 5-8 of the Regulations, using the registration system on the Workshop Website hes.geo.uj.edu.pl
9. The Participant acquires a place to participate in the Workshops upon receiving the registration confirmation.

§ 3

General rules of participation in the Workshops

1. A scientific seminar will be held during the Workshop. The workshops will be conducted in English. Detailed information and the exact program of the Workshops are available on the Workshops Website hes.geo.uj.edu.pl
2. The course of the Workshops will be recorded in the form of a photo report (hereinafter referred to as: "Photo report") and an audio-video recording (hereinafter referred to as "Recording"). The recording will be used for the preparation of the promotional film of the HES-GEO project "Building Excellence in Research of Human-Environmental Systems with Geospatial and Earth Observation Technologies" - 1st meeting for stakeholders. The promotional video created with the use of Recordings will be available:
 - a) on the project website www.hes.geo.uj.edu.pl (Polish and Polish versions) and the website of the Human-Environment Systems Research Centre: <https://cbscs.wgig.uj.edu.pl/start> (in Polish and English version)
 - b) in the project blog: hesgeo.blog.com.pl
 - c) in social media of the project and the Centre: Twitter, LinkedIn
 - d) in the interim and final project report, discussing and confirming the implementation of the meeting for stakeholders of the HES-GEO project.
3. The Organizer of the Workshop, making the conference materials available to the Participants (hereinafter referred to as the "Workshop Materials"), pays special attention to the need for Participants to respect intellectual property rights. Participants agree to use the Conference Materials made available to them by the Organizer only for their own personal use. Modification, copying, sending, public performance and any use of these Conference Materials for commercial purposes requires prior written consent by the Organizer or by another authorized entity. Participants are fully responsible for any damages caused as a result of their behaviour contrary to the above reservation.
4. Participants accept the established rules of the Workshops and their program and undertake not to influence their change and not to interfere with the Workshops.



The Organizer is entitled to exclude from participation in the Workshops Participants who violate the provisions of the Regulations, in particular:

- a) disrupt the course of the Workshop;
- b) undertake actions that are against the law, decency, or detrimental to the legitimate interests of third parties;
- c) take actions aimed at circumventing or indicating an attempt to circumvent the Regulations or the rules of the Workshops;
- d) take actions that violate the legitimate interests of the Organizer or harm its image.

§ 4

Rights and Obligations of Participants

1. After arriving at the Workshop, the Participant is obliged to confirm his/her personal participation in the Workshop at the reception desk at the Institute of Geography and Spatial Management, 1st floor.
2. Participants are obliged to comply with the safety rules, health and safety and fire regulations in force in the premises where the Workshops are organized and the rules of the sanitary regime in force at that time.
3. The Organizer is not responsible for items left and lost during the Workshops and for items left in clothing or backpacks/handbags/suitcases, as well as in other generally accessible places at the Workshops and the Jagiellonian University.
4. In the event of the Participant disturbing law and order and failing to comply with the rules of the sanitary regime in force on the day of the Workshop, the Workshop staff is entitled to:
 - a. request the Participant to behave appropriately;
 - b. demand that the Participant leave the Workshop area,
 - c. call the relevant services in a situation where the Participant's behaviour qualifies for such intervention, in particular when it poses a threat to other Participants or Workshop staff or Organizer's property.
5. The Organizer is not responsible for events resulting from the Participants' failure to comply with the Regulations, the Participants' failure to comply with the Organizer's recommendations and the instructions of the Workshop staff and services responsible for security and order.
6. In order to ensure safety in the Workshop area, the Organizer may use monitoring covering the entire Workshop area as well as its individual parts. The rules for the use of video surveillance by the Organizer are set out in [Ordinance No. 34 of the Rector of the Jagiellonian University of May 16, 2019 on: Rules of video surveillance at the Jagiellonian University](#), as amended. d., available in the Public Information Bulletin of the Jagiellonian University.
7. In the event of noticing a threat to the life and health of the Participants, the Participant is obliged to immediately inform the Workshop staff.



§ 5

Workshop presentations

1. By registering participation in the Workshops via the Form <https://forms.office.com/e/9kikWz1gZG>, the Participant may notify the Organizer of his willingness to deliver a workshop presentation (hereinafter referred to as the "Presentation"). Applications are accepted until September 1, 2023, 12.00
2. Further contact aimed at determining the details of the Speaker's speech will take place in the manner agreed by the Speaker with the Organizer.
3. Delivering the Presentation, as well as granting the Organizer permissions, authorizations and licenses referred to in § 5-7 of the Regulations for the Use of the Presentation, the Speaker's image, within the scope and in all fields of use indicated therein, is free of charge and takes place for the Organizer's statutory purposes, subject to separate agreements concluded with the Speaker.
4. Granting the Organizer the permits, licenses and authorizations referred to in § 5-7 of the Regulations is voluntary, but necessary to present the Presentation.

§ 6

Copyright

1. The Speaker bears full responsibility for the form and content of the Presentation.
2. The Speaker undertakes to develop and present an original Presentation and guarantees that the Presentation will not infringe the rights and personal rights of third parties, contain theses and views inciting hatred or discrimination of any people on gender, racial, cultural, ethnic, religious, ideological or other grounds.
3. In addition, it is unacceptable to promote ideology and symbolism related to totalitarian regimes in the content of the Presentation, as well as presenting other topics prohibited by generally applicable regulations or violating the good name of the Organizer.
4. If any part of the Presentation consists of legally protected elements, to which the Speaker is not entitled, the Speaker guarantees that he is entitled to use them to the extent necessary to deliver the Lecture and grant the Organizer a License with the right to sublicense referred to in this paragraph without the need for the Organizer to obtain additional consents and permits.
5. The Speaker agrees to record the Presentation by the Organizer or an entity acting on his behalf in the form of a Recording.
6. The Speaker grants the Organizer a non-exclusive, unlimited in time and territory, quantity and quality license with the right to sublicense in the same scope as the license, to use the Presentation, including recorded in the form of a Recording in whole or in part, independently, as well as part of a collective work in combination with works and elements freely selected by the Organizer (e.g. with Presentations of other Speakers, image and sound, including as part of the so-called Conference Materials), as well as with its studies, adaptations and all materials, graphics, fragments shots, documentation created both during and after the recording of



the Recording - for information, documentation, educational, didactic purposes, advertising and promotion of the Organizer and the Workshops themselves, including in particular its use, sharing on the Internet, Intranet, as well as part of any telecommunications services using any systems and devices, on any social networking sites of the Organizer, on the Organizer's Website and on other websites of the Organizer and on the Workshop Website.

7. The license referred to in par. 5 above (hereinafter referred to as the "Licence"), is granted to the Organizer at the moment of the Speaker's appearance and includes the use of the Presentation in the following fields of use:
 - a. recording and multiplying the Presentation - producing copies using all available techniques, including printing, reprographic, magnetic recording and digital technology (e.g. DVD, magneto-optical media);
 - b. permanent or temporary multiplication of the Presentation in whole or in part by any means and in any form;
 - c. in the scope of disseminating the Presentation - public performance, displaying, displaying, reproducing, broadcasting and re-broadcasting, as well as making the Presentation publicly available in such a way that everyone can access it at a place and time of their choice, using all available techniques, including on websites, on social networking sites;
 - d. in the scope of trading in the original or copies on which the Presentation was recorded - marketing, lending or rental of the original or copies;
 - e. creating and disseminating derivative works of the Presentation, including further projects/materials based on the Presentation or their individual elements, including the development of different graphic versions, colours or visual formats and the use of such derivative works within the scope and in all fields of exploitation specified in this paragraph;
 - f. modifying the Presentation in whole or in part and making studies in whole or in part, including e.g. the right to correct, alter and change the entire Presentation or its individual elements;
 - g. the right to freely use and use the Presentation and its individual elements, including the use of the Presentation and its individual elements for the purposes of advertising, promotion - including for the promotion of the HES-GEO project "Building Excellence in Research of Human-Environmental Systems with Geospatial and Earth Observation Technologies" - first meeting for stakeholders.
8. The license also includes the right to execute by the Organizer and persons acting on its behalf derivative rights to the Presentation, in all fields of use referred to in sections 5-6 above, including in particular the right to make changes to the Presentation and make its developments, use and dispose of derivative works and the right to allow third parties to execute derivative copyrights to the Presentation with a scope analogous to that used by the Organizer.



9. The Speaker undertakes not to execute his moral rights to the Presentation against the Organizer and the entities authorized by him, in particular the right to inviolability of the content and form of the Presentation and its fair use, deciding on the first presentation of the Presentation to the public, supervision over the use of the Presentation and decide on the method of marking the author of the Presentation and, with the proviso that the Organizer, at the request of the Speaker and as far as possible, is obliged to respect the Speaker's wish to be marked as the person presenting the Presentation.
10. In the event of claims by third parties against the Organizer and/or entities acting on its behalf and/or entities authorized by it to use the Presentation (hereinafter referred to as "Authorised Entities"), claims related to the Presentation or its individual elements, Speaker:
 - a. release the Organizer and/or the Authorized Entities from the claims in question, to the extent that it was obliged to acquire from third parties the rights to the legally protected elements of the Presentation, including proprietary copyrights and related rights to them and their individual elements, and to obtain permits from them and authorizations referred to in this paragraph and
 - b. will be fully liable for any damages suffered by the Organizer and/or Authorized Entities due to the claims referred to in point a) above, including primarily, but not exclusively, for damages related to the claim for damages for unlawful use of the Presentation or unlawful use of its individual elements.

§ 7

Image

1. The Organizer will record the course of the Workshops with the use of image and sound and image recording devices, respectively, in the form of a photo report (hereinafter referred to as "Photo report") and Recording - for educational, didactic, information, documentation, advertising, and promotion purposes of the Organizer and the Workshops themselves.
2. The Participant/Speaker, declaring in the Form his willingness to participate in the Workshops, expresses unlimited in time, territory, quantity, and quality, consent to the use of his image for the purposes indicated in sec. 1 above, without the right to remuneration for the above, in particular by recording the Participant's image in the Photo Report and/or in the Recording and using this fixation, processing, duplication and multiple dissemination of the Participant's image recorded in the above-mentioned manner without the need to approve them each time, in the scope and in a manner analogous to that referred to in § 6 section 5-7 of the Regulations, including in particular on the Workshop Website, on the Organizer's Websites, and on other websites, on the Organizer's social media websites and on websites, on the Organizer's promotional events.



3. The Participant/Speaker is aware that the Photo Report and film based on the Workshop Recording will be made available on the Internet and will be available:
 - a. on the project website <http://www.hes.geo.uj.edu.pl> (Polish and English versions) and the website of the Human-Environment Systems Research Center: <https://cbscs.wgig.uj.edu.pl/start> (in Polish and English version);
 - b. in the project blog: hesgeo.blog.com.pl;
 - c. in the social media of the project and the Centre: Twitter, LinkedIn;
 - d. in the interim and final project report, discussing and confirming the implementation of the meeting for stakeholders of the HES-GEO project for an unlimited number of people.
4. In connection with the use of the image, the Participant/Speaker will not execute the right to control and approve the use of the image each time, including the right to approve the final form of the Photo Report and/or Recording in which it was used and the right to indicate it as a person each time visible in the Photo Report and/or in the Recording, in particular, indicating his name and surname.
5. Workshops may be recorded in the form of audio-video for the needs of the Recording and photographed in the form of Photo relation only by the Organizer. It is forbidden to record and take photos by the Participants during the Workshops without the Organizer's prior consent.
6. The Organizer has the right to authorize other entities to use the image on the terms set out in this permission.

§ 8

Processing of personal data

Pursuant to Art. 13 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 – referred to as "GDPR", the Jagiellonian University informs that:

1. The administrator of your personal data is the Jagiellonian University in Krakow, ul. Gołębia 24, 31-007 Kraków, represented by the Rector of UJ.
2. Jagiellonian University has appointed a Data Protection Officer (hereinafter "DPO"), ul. Czapskich 4 pok. nr 27, 31-110 Kraków, who can be contacted by phone at 12 663 12 25 or by e-mail: iod@uj.edu.pl, from Monday to Friday, from 8:00 to 15:00.
3. Participant's personal data will be processed in order to:
 - a. performance of the contract, the subject of which is participation in the HES-GEO Partnership Workshop, as well as for the purpose of registering participation in the Workshop, accepting Participants' applications ready to deliver the Lecture, i.e., pursuant to art. 6 sec. 1it. b GDPR, on the basis of a contract concluded by accepting the Regulations. Workshops organized on September 26, 2023 will be held stationary;
 - b. in relation to personal data in the form of an image processed in the implementation of the legitimate interest of the Organizer - i.e. for



- promotional, information, documentation and archiving purposes pursuant to art. 6 sec. 1 lit. f GDPR and in accordance with § 7 of the Regulations;
- c. ensure the security of the Event in accordance with the Rules of video monitoring applicable at the Jagiellonian University available at <https://bip.uj.edu.pl/> and the information obligation regarding image processing in video monitoring available at <https://iod.uj.edu.pl/visual-monitoring> pursuant to art. 6 sec. 1 lit. e GDPR - in relation to video surveillance data.
4. Providing personal data by the Participant:
 - a. in relation to the data referred to in point 3 lit. a) above is necessary to conclude a contract and participate in the Workshops as well as to prepare the Presentation;
 - b. in relation to the data referred to in point 3 lit. b) above is voluntary;
 - c. in relation to the data referred to in point 3 lit. c) above is voluntary, but failure to provide them - due to the obligation to ensure the safety of Participants - results in the inability to participate in the Workshops.
 5. The Participant's personal data may be made available to entities authorized to receive them on the basis of generally applicable laws.
 6. The recipients of the Participant's personal data are entities providing IT and organizational support in the organization of the Workshops - including the entity providing software for registration at the Workshops and live streaming of the Workshops.
 7. The Participant's personal data will not be transferred to third countries (outside the European Economic Area) or to international organizations.
 8. Personal data referred to in point 3 lit. a. above will be stored for the period of organization of the Workshop and until the final settlement and closure of the Workshop, as well as until the statute of limitations for claims that may arise from the performance of the contract, and to the extent indicated in sec. 3 lit. b. above, the Participant's personal data in the form of an image will be processed as part of the coverage of the event on the Jagiellonian University websites and profiles of the Jagiellonian University on social networking sites until the Participant raises an objection. Video surveillance data will be processed for a maximum of 3 months.
 9. Personal data provided in the Registration Form will not be disclosed to third parties.
 10. The Participant's personal data in the form of an image may be recorded in photos from the Workshops used to create Photo Reports and Recordings of the Event and processed on the Workshop Website, on the hes.geo.uj.edu.pl website, on the Organizer's social networking sites and profiles and on university channels in social media (in particular Facebook, YouTube, Twitter, Instagram), in a way that allows access by third parties, for information, documentation, educational, didactic, advertising and promotion purposes of the Organizer and the Workshops themselves, as well as archiving, including for the purposes of relations with Workshops - in accordance with § 7 of the Regulations.



11. The Participant has the right to: obtain information about the processing of personal data and the rights granted in accordance with the GDPR, access to the content of their data and rectification, as well as the right to delete personal data from the administrator's files (unless further processing is necessary to comply with a legal obligation or in order to establish, pursue or defend claims), and the right to limit processing, transfer data, object to processing - in cases and under the conditions specified in the GDPR. 11. The participant has the right to lodge a complaint with the President of the Office for Personal Data Protection if it is considered that the processing of her/his personal data violates the provisions of the GDPR.

§ 9

Final Provisions

1. These Regulations are made available to Workshop Participants on the Workshop Website and come into force on the day of its posting on the above-mentioned website.
2. The Organizer will immediately inform about the cancellation of the Workshop on the Workshop Website. The Organizer will not be obliged to any compensation or damages to the Participants and Speakers in this respect, or to reimburse the costs incurred to participate in the Event.
3. In matters not covered by the Regulations, generally applicable provisions of Polish law shall apply.
4. Any disputes will be subject to the jurisdiction of Polish common courts of general jurisdiction.

