

Online conference regulations

"Economic Outlook 2021",

§ 1 General information and definitions

1. The organizer of the conference is the **Polish-Swiss Chamber of Commerce**, with headquarters at Al. Niepodległości 18, 02-653 Warsaw, NIP: 526-23-22-109 together with **Advantage Austria Warsaw**, Austrian Embassy - Commercial Department, ul. Królewska 16, 00-103 Warsaw.
2. The partners of the Conference are:
 - a) **Boyden Polska**, Twarda 18, 00-105 Warsaw, Poland, 5213625956
 - b) **Grant Thornton Frąckowiak Sp. z o.o. Sp. k.**, ul. Abpa Antoni Baraniaka 88 E, 61-131 Poznań, PL7781476013
 - c) **mBank S.A., ul. Senatorska 18 00-950 Warszawa**, Mazowieckie, NIP: 526-02-15-088
3. Organizer - an entity responsible for all organizational activities related to the Conference, collecting and processing personal data, image, voice and materials provided by Conference Participants and Speakers.
4. Partners - entities supporting the Organizer in organizational activities, especially in promoting the Conference and in preparing the content of the Conference, processing personal data of Participants and Speakers, as well as the image and voice of the above, recorded in the Conference recordings, to the extent described in these Regulations.
5. Online conference - An event organized by the Polish-Swiss Chamber of Commerce and Advantage Austria Warsaw with the member companies listed in point 1 a-c, using the application, to which the Participant or Speaker was invited, which will be held on December 3, 2020, at 11.00 in the online space.
6. Regulations - these online Conference regulations.
7. GDPR - Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46 / EC. Official Journal of the EU L. 2016 No. 119/1.
8. System (hereinafter referred to as the System) - Internet application through which the conference is organized.
9. Participant - Any person using the System to register for the Conference online. An invited guest, a natural person over 18 years of age and having full legal capacity, a legal person and organizational units without legal personality, but able to acquire rights and incur obligations on their own behalf, which have correctly registered for the Conference using the System.
10. Speaker - Participant actively participating in the Online Conference with the right to transmit sound and video through the microphone and share the image from the camera or computer image

§ 2 General provisions

1. Participation in the Online Conference will be possible only through electronic means of communication.
2. Participating in the Online Conference using electronic means of communication includes in particular:
 1. online real-time transmission of the Conference course;
 2. real-time two-way communication, where Participants can use the System to ask questions in the form of chat messages;
 3. sending materials related to the Conference online by the Organizer via e-mail to the participants;
3. Participation in the Conference will be possible only after registration by the Participant using the registration form available at the link:
<https://hopin.com/events/economic-outlook-2021>
4. The Participant's data related to the registration and participation in the Online Conference, such as: name, surname, organization name, e-mail address, voice and image and in relation to the Speaker, also data will be processed - collected and stored by the Organizer and the Partners via the Registration Form and the System, such as: academic title, position, voice, image and others made available by the Speaker.
5. Participants of the Online Conference agree that the Organizer and Conference Partners will use the collected data referred to above during the course of the Online Conference, in order to conduct the Conference, in particular to provide other Participants with their name and surname during the Conference.
6. The agenda of the Online Conference is available at swisschamber.pl
7. The technical requirements for using the System do not differ from the technical requirements for using the Internet. The participant must have a computer with access to the Internet with software enabling viewing its resources, and the Speaker must have an additional camera and microphone connected.
8. The provisions of the Regulations constitute an integral part of the application for participation in the Online Conference and apply to all Participants and Speakers. Registration for the event is tantamount to accepting the provisions of these Regulations.

§ 3 Conditions of participation

1. The condition for participation in the Conference online is registration of participation in the Conference online via the application form, the link to which will be sent to the Participant via e-mail and which will be available on the websites of the Organizer and Partners.
2. The condition for registration for the event is to set up a user account on the hopin.com platform and agree to the terms of use of the platform.

3. The Organizer reserves the right to change the Speakers or the program for reasons beyond his control.
4. Participation in the Conference is free of charge.
5. The Organizer, by providing Participants with information disseminated via the System and other means of electronic communication, points out that the Speakers and Participants must respect intellectual property rights.
6. Participants undertake to use all presented and provided materials solely for their own personal use. Modifying, copying, transmitting, public performance and any use of this content for commercial purposes requires prior written consent by the Organizer or by another authorized entity.
7. Participants shall ensure that any use by them of copyrighted materials for the benefit of third parties, including their copying, transmission and public disclosure on the Internet, takes place with the consent of authorized entities. Participants are fully liable for any damage caused as a result of their behavior contrary to the above reservation.
8. By making materials available via the System and by e-mail, the Speakers and Participants agree to their use by the Organizer and Partners for information and promotional purposes of the event, as well as by other Speakers and Participants for their personal use. The organizer reserves the right to edit, copy and distribute these materials.

§ 4 Personal data and image

1. The Organizer is the administrator of the personal data of Participants and Speakers.
2. The Organizer reserves the right to transfer the personal data of Participants and Speakers, as well as recordings containing the image and voice of the Speakers, to the Conference Partners listed in §1 point a - c, for organizational and promotional purposes of the event, in particular for the purposes listed in § 4 point 3.
3. Personal data of the Participant and the Speaker, provided during registration for the Conference online and obtained during the conference, will be processed for the purpose of:
 - a) organize and conduct an online Conference in accordance with the provisions of the Regulations, including in particular: creating a list of Participants, sending information on the conference agenda and other organizational information, ensuring the possibility of asking questions during the conference (Article 6 (1) (f) of the GDPR)
 - b) recording the course of the conference in the form of a recording, which may be associated with the recording of the image and voice of the conference participant (Article 6 (1) (a) of the GDPR),
 - c) sending via electronic means of communication, i.e. e-mail, information (including commercial information) regarding the Organiser's products and services, in particular presented during the Online Conference, as well as information about subsequent editions of the conference (Article 6 (1) (a) of the GDPR)
 - d) investigation and defense against possible claims (Article 6 (1) (f) of the GDPR)

4. The speaker and moderator agree to the dissemination of recordings from the online conferences, containing their image and voice, for the purpose of promoting the event after its end, in particular for making the recordings available on the websites of the Organizer and Conference Partners and for sending the recordings to all Conference Participants.
5. By registering, the Participant and the Speaker consent to the processing of personal data and the use of the image recorded during the conference for the purposes specified in point 3 points a, b and c and in point 4.
6. Personal data of Participants and Speakers will be kept for the period in which we are obliged to keep the data for the purposes of control related to the organization of the event and for the period in which it will be possible to pursue possible claims and defend against them. In the case of data processed on the basis of consent, we will store them until you withdraw your consent to receive marketing information.
7. Providing personal data is voluntary, but it is a condition of participation in the Online Conference in accordance with the formula in which it is organized. Conference participants have the right to access their personal data and the right to rectify, delete, limit processing, the right to transfer data, the right to object, the right to withdraw consent at any time without affecting the lawfulness of the processing, which was made on the basis of consent before its withdrawal.
8. All the above rights can be exercised by sending a written request by e-mail to the address swisschamber@swisschamber.pl
9. The Participant and the Speaker have the right to lodge a complaint to the President of the Office for Personal Data Protection, if they consider that the processing of personal data concerning them violates the provisions of the GDPR.
10. The personal data of the Participant and the Speaker will not be processed in an automated manner, they will also not be profiled.
11. The organizer takes all appropriate security measures in accordance with the law and generally accepted principles to protect the confidentiality of information. Information, including personal data, is secured adequately to the level of risk they generate.

§ 5 Intellectual Property Rights

1. The speaker declares that:
 - a. Has intellectual property rights, including the right to make the content presented during the Online Conference available (hereinafter referred to as materials).
 - b. The materials do not infringe anyone's rights or are in conflict with the law and morality.
 - c. Allows the Organizer to record and further distribute the Materials according to recognition of the Organizer - in particular by free transfer of audio, video and photo files to conference participants.
 - d. undertakes not to disclose information about the Participants, unless the Organizer allows it.

2. Any different arrangements regarding the scope covered by the above paragraph must be agreed with the Organizer in writing.
3. The above provisions also apply to the recording and dissemination of the image.

§ 6 Final provisions

1. The organizer reserves the right to use the e-mail address provided during registration for the online conference in order to inform about changes to the online Conference program or its Regulations.
2. By registering for the Online Conference Participant confirms reviewing and accepting the Regulations.
3. During the Conference, the participant must follow possible guidelines of the Organizer.
4. The participant is aware that the violation of these Regulation during the event entitles the Organizer to refuse the participant the right to participate in the Online Conference and ask the Participant to leave the online place or block him / her to the conference system.
5. The organizer reserves the right to change the Regulations.
 1. After the Organizer announces changes to the Regulations, each participant who has registered for the Conference online should immediately receive a notification about the change ti the e-mail address provided during registration.
 2. In the event of non-acceptance of the changes to the Regulations, the participant should notify the Organizer of the decision in writing, communication via communication: swisschamber@swisschamber.pl
 3. Statement on the development of the Organizer within 5 days of the entry into force of the amended Regulations.
 4. If the Organizer does not receive the Participant's declaration of non-acceptance of the changes to the Regulations in the above-mentioned, it is assumed that the participant has accepted the Regulations.
6. The Organizer reserves the right - in the event of any independent occurrence - to change the agenda or change the date of the Online Conference.
7. These Regulations come into force on November 20, 2020