

I hereby give consent for my personal data to be processed in matters pertaining to the Jagiellonian University for the purposes of organization of the V4 Symposium “Flow Analysis & Capillary Electrophoresis” in accordance with the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 with regard to the processing of personal data and in accordance with the information clause attached to my consent (Regulations of the V4 Symposium “Flow Analysis & Capillary Electrophoresis”).

**REGULATIONS**  
**of the V4 Symposium “Flow Analysis & Capillary Electrophoresis”**  
**("Regulations")**

**§ 1**

**Date and duration**

1. V4 Symposium „Flow Analysis and Capillary Electrophoresis” (V4-FACE 2020) takes place on June 28, 2021 – July 01, 2021 (hereinafter referred to as the "Event").
2. The Event is held in a hybrid mode. The sessions take place at the Faculty of Chemistry of the Jagiellonian University and are broadcast to the participants of the Event online, however, with the possibility of their active participation in the sessions on-site.
3. The organizing committee reserves the right to change the type of the Event from hybrid to solely on-line mode, if the Polish or European pandemic regulations will make the on-site participation not allowed.
4. Participant acknowledges that taking part in the Event and access to the buildings and the area where the Event takes place (paragraph 6 below) is tantamount to accepting the Regulations.
5. Detailed information about the Event and the program can be found on the Event's website: [https://v4face.project.uj.edu.pl/en\\_GB/v4-symposium-face](https://v4face.project.uj.edu.pl/en_GB/v4-symposium-face).
6. The Event takes place in designated parts of the following organizational units of the Jagiellonian University (hereinafter referred to as "JU"):
  - a. Faculty of Chemistry.
7. JU reserves the right to exclude units indicated in paragraph 6 above from visiting or changing them upon prior notification made via the Event's website referred to in paragraph 5 above.
8. During the Event, guests will be presented with activities prepared for them, which will be defined in separate programs. The programs referred to the previous sentence will be posted on the Event's website ([https://v4face.project.uj.edu.pl/en\\_GB/v4-symposium-face](https://v4face.project.uj.edu.pl/en_GB/v4-symposium-face)) and in the Event’s registration system.

**§ 2**

**Registration of participation in the Event**

1. Anyone who participates in the Event in any form is a formal participant of the Event.
2. Participation in the Event requires prior registration via the electronic form available at [https://v4face.project.uj.edu.pl/en\\_GB/v4-symposium-face/registration](https://v4face.project.uj.edu.pl/en_GB/v4-symposium-face/registration). The terms given on the website: [https://v4face.project.uj.edu.pl/en\\_GB/v4-symposium-face/payment\\_information](https://v4face.project.uj.edu.pl/en_GB/v4-symposium-face/payment_information) determine the acceptance of the application.

The above does not apply to activities which have been marked with the annotation 'no registration' in the program, and which may also be attended by persons who have not registered.

3. Participation in activities requiring prior registration without making it is not possible except for the situation of resignation from participation by a registered Participant.

4. Registration takes place by entering gender, scientific title, name, surname, institution and e-mail address and is carried out through the registration form available on the website: [https://v4face.project.uj.edu.pl/en\\_GB/v4-symposium-face](https://v4face.project.uj.edu.pl/en_GB/v4-symposium-face).

5. Registration will start on February 17, 2021 at 1 p.m. and will last until March 31, 2021.

### **§ 3**

#### **Rules for participation in the Event on-site**

1. Participants accept the established rules of the Event and its program, and undertake not to influence its change and not to interrupt the course of the Event.

2. In the case of activities for which registration is not required, the order of entry into the room decides about admission. In case of the lack of free places, JU has the right to refuse participation in the activity.

3. Before entering the Event, the participant is required to take part in activities related to the confirmation of prior registration.

4. The activities referred to in paragraph 3 above, will be held separately in each of the organizational units of JU participating in the Event indicated in §1 paragraph 4 of the Regulations.

5. The obligation to perform the actions confirming the registration referred to in paragraph 3 above does not apply to activities that have been marked with the words "no registration" in the program.

6. Organized groups with supervisor as well as individuals may participate in the Event.

7. Minors may participate in the Event only in the presence of adult guardians or parents who are responsible for caring for minors while participating in the Event.

8. JU plans to conduct a photo-report of the Event for documentational, informational and promotional purposes. The recorded materials will be available on the Event's website and other websites of the JU with information about the Event and its course, profiles of JU in social media, or in articles published in journals for archiving purposes in the form of recordings and photorelation.

9. Participant by participating in the Event agrees to the consolidation and use of his image for the purposes indicated in paragraph 8 above, without the right to remuneration for the above. The consent covers the dissemination by JU of the image recorded in connection with participation in the Event by: recording, reproduction using all techniques, dissemination, use, marketing, lending, public performance, insertion, displaying, reproduction, broadcasting, public sharing, archiving, particular on the websites of JU, on the profiles of JU in social media, at promotional events of JU.

### **§ 4**

#### **Rules for participation in the Event on-line**

1. Participants accept the established rules of the Event and its program, and undertake not to influence its change and not to interrupt the course of the Event.

2. Participation in the Event takes place on the streaming platform designated by the Organizer, access to which will be sent to the Participant to the e-mail address provided by him during registration.

3. Participation in the Event requires the Participant to have an ICT system that meets the following minimum technical requirements:

a) Internet access,

b) end device (e.g. computer, smartphone),

c) software that allows reading files in various formats (including text, sound, graphics, multimedia, video, etc.) and the current Chrome, Edge or Safari web browser.

4. The transmission includes the image of the speaker, his presentation, the image of the person asking the question and the panorama of the lecture room with the participants. The Participant's image will be available to other Participants. On-line Participants will have the opportunity to actively participate in the Event. On-line

Participants actively participating in the Event agree to the consolidation and use of their image for the purposes indicated in this paragraph, without the right to remuneration for the above.

## **§ 5 Change of Regulations**

1. The Regulations are made available to participants on the website [https://v4face.project.uj.edu.pl/en\\_GB/v4-symposium-face](https://v4face.project.uj.edu.pl/en_GB/v4-symposium-face) in a version enabling its downloading, as well as before entering the individual buildings of JU participating in the Event, referred to in §1 paragraph 6.
2. JU reserves the right to amend the Regulations, in particular due to a change in generally applicable law and the need to adapt the Regulations to this change, change the Program of the Event, and increase of the security measures accompanying the Event.
3. The amendment to the regulations will come into force upon its publication on the Event's website.

## **§ 6 Safety rules**

1. Participants are required to comply with the health and safety rules and fire regulations in force at the units where the Event is organized, and to comply with the instructions given by the Event's staff or services responsible for safety and order.
2. Participation in the Event may take place only in designated rooms and areas in accordance with the applicable program and order of the Event. It is forbidden to stay outside the designated area of the Event.
3. JU is not responsible for items left and lost during the Event and for items left in clothing or backpacks given to the cloakroom, as well as in other public places.
4. The provisions of paragraph 3 above shall also apply accordingly to bicycles, cars and other vehicles left at JU.
5. JU is entitled to screen luggage and use a metal detector to limit the possibility of bringing dangerous tools into the Event area. The above permission serves to ensure the safety of the Participants, and the lack of consent to exercise the above-mentioned person entitlement by JU is tantamount to resignation from participation in the Event.
6. Participants participating in the event may not own or bring into the area of the Event and JU:
  - a. any weapons, ammunition, items considered dangerous (e.g. a knife),
  - b. explosive, flammable and toxic materials,
  - c. long umbrellas,
  - d. animals, except for guide dogs accompanying disabled persons.
7. During the Event, it is prohibited to manifest worldviews, including in particular political views. JU prohibits conducting commercial, promotional and advertising activities on the premises of the Event, except where a given entity has obtained a separate consent of JU.
8. Persons intoxicated or under the influence of alcohol, behaving in a way that could threaten the safety of other participants and JU, disrupt the order of the Event, as well as violate generally accepted norms of behavior in public places are prohibited from entering the Event. The Event's staff is entitled to oblige the person referred to in the previous sentence to leave the Event area.
9. The Event's staff in the case of disruption of public order by participant is entitled to:
  - a. identify participant in order to establish his identity,
  - b. checking the contents of participant's luggage and clothing, especially in the case of a suspicion that the person has the items referred to in §5 paragraph 6
  - c. summoning participant to appropriate behavior,
  - d. demand that participant leaves the Event area and use all available means, including detention until the arrival of the Police, if the Participant despite his previous warning still behaves in a way that violates the safety and order of the Event.
10. JU shall not be liable for events resulting from failure by the participants to comply with the Regulations, non-compliance by the Participants with the recommendations of JU and the instructions of the Event's staff and services responsible for security and order.

11. Participant bears full liability for damages to property or persons forming the staff of JU (employees and co-workers), caused by him or persons under his care. Responsibility to the same extent as above, participant also bears towards other participants.
12. In order to ensure security at the Event premises, JU may use monitoring covering the entire Event area as well as its individual fragments.
13. JU prohibits smoking, drinking alcohol and taking intoxicants on the premises of the Event.
14. In the event of noticing the threat to the life and health of other participants, participant is obliged to immediately inform the Event's staff about it.
15. The provisions of this § 6 shall apply to the Event on-site and the relevant provisions of this § 6 shall apply to the Event on-line.

## **§ 7**

### **Processing of personal data**

In accordance with article 13 of 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 (General Data Protection Regulation, hereinafter the "GDPR"), JU informs that:

1. The administrator of your personal data is JU, ul. Gołębia 24, 31-007 Kraków, represented by the Rector of JU.
2. JU has appointed a Data Protection Officer, ul. Czapskich 4, Kraków, room 27. Contact with the Inspector is possible by e-mail: [iod@uj.edu.pl](mailto:iod@uj.edu.pl) or by calling 12 663 12 25 - from Monday to Friday, from 8:00am to 3:00pm.
3. Your personal data will be processed in order to organize and realize the FACE conference.
4. Providing your personal data is voluntary, but in relation to the data referred to in paragraph 3 - necessary to conclude a contract and participate in the Event.
5. Your personal data provided in the registration form will not be disclosed to third parties. Your personal data in the form of an image may be recorded on photos or videos from the Event and processed on the websites of JU and profiles of JU on social networks in a way that allows access by third parties for purposes related to the promotion of JU, including for the purpose of coverage of the Event - in accordance with §3 paragraph 8-9 of the Regulations.
6. Your personal data will not be transferred to third countries (outside the European Economic Area) or to international organizations.
7. The recipients of your personal data are entities providing IT support in the organization of the Event - including the entity providing the software for registering for the Event.
8. Your personal data provided in the registration form will be processed until the end of the Event, and then for the period of limitation of claims that may result from participation in the Event.  
Your personal data in the form of an image will be processed as part of the coverage of the event on the websites of JU and profiles of JU in social networks until the consent for image processing is withdrawn.
9. You have the right to: obtain information about the processing of personal data and rights under the GDPR, access to your data and rectify it, as well as the right to delete personal data from the administrator's collections (unless further processing is necessary for execution legal obligation or to determine, assert or defend claims), and the right to limit processing, data transfer, object to processing - in cases and under the conditions set out in the GDPR.

To the extent that processing takes place on the basis of consent, you also have the right to withdraw consent at any time without affecting the lawfulness of the processing that was carried out on the basis of consent before its withdrawal.

Withdrawal of consent to the processing of personal data can be sent by e-mail to the following address: [face@uj.edu.pl](mailto:face@uj.edu.pl), by traditional mail to the address Jagiellonian University in Kraków, Secretariat, Faculty of Chemistry, Gronostajowa 2, 30-387 Kraków, Poland or withdrawn in person by appearing at the Faculty of Chemistry, Gronostajowa 2, Kraków, Poland.

10. Your personal data will not be subjected to automatic decision making or profiling.
11. You have the right to lodge a complaint to the President of the Office for Personal Data Protection if you find that the processing of your personal data violates the provisions of the GDPR.

**§ 8**  
**Final Provisions**

1. JU reserves the right to cancel the Event, change its program and formula. JU will announce the cancellation of the Event on the Event's website, referred to in §1 paragraph 5. JU will not be obliged to any compensation in this respect to participants, nor to reimburse the costs incurred to participate in the Event.
2. In matters not covered by the Regulations, generally applicable law shall apply.

**I hereby confirm that I have read and understood the Regulations of the Symposium "V4 Flow Analysis and Capillary Electrophoresis" organized at the Faculty of Chemistry of the Jagiellonian University in Kraków.**