
Terms and conditions of participant registration for the conference organised by the EUROSHNET Network under the leadership of the Central Institute for Labour Protection – National Research Institute (CIOP-PIB) on 13-14 June 2024

§ 1. General provisions

1.1. These Terms and Conditions form the basis of the organisation of the **8th European Conference on standardization, testing and certification in the field of occupational safety and health** organised by the EUROSHNET Network under the leadership of the Central Institute for Labour Protection - National Research Institute, Czerniakowska 16, 00-701 Warsaw, NIP: 5250008270, KRS: 0000033480, REGON: 000018046, which will be held on 13-14 June 2024 in Cracow, Poland. These Terms and Conditions are posted on <https://www.euroshnet.eu/conference-2024>, hereinafter referred to as the conference website, and define the rights and obligations of its Participants. Any changes to the Terms and Conditions will be made public by posting them on the conference website.

1.2. The provisions of these Terms and Conditions are an integral part of the Conference registration process and apply to all Participants.

§ 2. Participation in the Conference

2.1. The conditions for participation in the Conference are:

2.1.1. Registration for the Conference by filling in the registration form available on the conference website.

2.1.2. Payment of the fee in the amount and by the date specified by the Organiser on the conference website: <https://www.euroshnet.eu/conference-2024>

2.1.3. The Participant is responsible for covering the cost of participation in the Conference.

2.1.4. The Organiser will issue an invoice for participation in the Conference (details for the invoice should be provided in the registration form).

2.1.5. The deadline for registration for the Conference via the website <https://www.euroshnet.eu/conference-2024> is 29 May 2024. Registration after this date will not be possible.

2.1.6. The number of participants in the Conference is limited. The Organizer may decide to close the Registration earlier than indicated in sec. 2.1.5. in case the pool of places is exhausted.

2.1.7. Each Participant will receive on request a Certificate of Conference Attendance.

2.1.8. The registration for the Conference is equivalent to the acceptance of these Regulations.

§ 3. Fees and Payments

3.1. The Conference fees are published on the website <https://www.euroshnet.eu/conference-2024>

3.2. The payer is the entity ordering the service of participation in the Conference.

3.3. Failure to pay the Conference fee within 14 days after completing the registration form entitles the Organiser to cancel the registration for the Conference, without incurring any liability for damages.

3.4. The Conference fee should be paid as indicated by the Organiser through the PayU payment system linked to the registration form or by bank transfer to the given account number. Information on fees can be found on the conference website at <https://www.euroshnet.eu/conference-2024>.

§ 4. Cancellation of participation in the Conference / Refund policy

4.1. A Participant may cancel his or her participation in the Conference. The request for cancellation should be made in writing. The refund policy is in accordance with the Law of 30 May 2014 on Consumer Rights (Poland, Journal of Laws No. 202, item 287, as amended), Article 27.

4.2. In the event that a Participant cancels participation in the Conference:

a) when the Organiser receives a notice of cancellation from the Participant by 15 May 2024, the Organiser will refund the Participant the amount paid, minus a processing fee of 20 EUR immediately, but no later than within 14 days from the date of receiving the resignation notice, to the bank account indicated by the Participant (the value of the processing fee - EUR 20 - shall be converted into PLN at the average EUR exchange rate announced by the National Bank of Poland on the last working day of the month preceding the month in which the payment became due);

b) when the Organiser receives a notice of cancellation from the Participant after 15 May 2024, the registration fee will not be refunded.

c) A Participant who is a consumer, i.e. a natural person paying a Conference fee for a purpose not directly related to his/her business, professional or statutory activity, may withdraw from the contract for the provision of services within 14 days from the date of conclusion of the contract, but no later than 14 days before the start of the Conference. In such a case, the Organizer shall refund the Participant the appropriate amount to the bank account provided by the Participant.

4.3. A Participant has the right to delegate a person other than the registered one as a substitute. Change of Participant may be made no later than 5 days before the date of the Conference. The Participant is replaced immediately after sending confirmation from the Organiser.

§ 5. Organiser's Responsibilities

5.1. The Organiser assures that every effort will be made to guarantee the organisational conditions of the Conference as described on the conference website: <https://www.euroshnet.eu/conference-2024>

5.2. The Organiser establishes the Conference programme and reserves the right to make changes in it, even on the day the Conference is held, including the right to change the time schedule and the order of speeches as well as speakers.

5.3. The above-mentioned changes in the Conference programme cannot be the basis for financial claims against the Organiser.

5.4. The Organiser reserves the right to cancel the Conference in the event of force majeure. In such a case all payments made by the Participant will be returned by the Organiser to the Participant in full amount.

§ 6. Participant's Responsibilities

6.1. The Participant is obliged to comply with the requirements of these Terms and Conditions, as well as follow the organisational and technical instructions and guidelines of Organiser's representatives.

§ 7. Personal Data Protection

7.1. The Controller of the personal data is the **Central Institute for Labour Protection - National Research Institute**, Czerniakowska 16, 00-701, Warsaw, NIP: 5250008270, KRS: 0000033480, REGON: 000018046, **Symposium Cracoviense Sp z o.o.**, 31-511 Krakow, Rakowicka 1/14, NIP 676-20-61-612 Regon 351475079 and **KAN – Commission for Occupational Health and Safety and Standardization**, Alte Heerstraße 111, 53757 Sankt Augustin, Germany, association register no. VR 1876 at Amtsgericht Siegburg, VFA e.V. tax number 222/5749/1581.

7.2. Participants' personal data is processed for the purpose of holding the Conference, including creating a list of participants, as well as for the purpose of settling the registration fee transactions and possible claims for Conference fees or other.

7.3. By registering, the Participant agrees to the processing of his/her personal data for the purposes of the Conference, including creating a list of participants.

7.4. Participants have the right to access their personal data, correct it and request its deletion. Providing personal data is voluntary, but necessary to participate in the Conference.

7.5. The Organiser reserves the right to use an external service to carry out the conference registration process.

7.6. With the Participant's consent, the data may be collected in one or more databases directly or indirectly maintained by the Data Protection Controller.

7.7. During the Conference, the Organiser may conduct photo and/or video sessions. Participation in the event is combined with the consent to use the image of each Participant, Speaker and Presenter in information and promotional materials.

§ 8. Complaint procedure

8.1. A Participant may submit complaints regarding participation in the Conference to the Organiser at e-mail address: euroshnet2024@symposjum.pl. Correctly submitted complaints should include at least:

- name, surname, address, e-mail address of the Participant,
- date of registration to the Conference
- the subject of the complaint, indicating the request of the Participant,
- all circumstances justifying the complaint.

8.2. If the data or the information provided in the complaint needs to be supplemented, before the complaint is considered, the Organiser shall request the complainant to provide additional information on the indicated scope.

8.3. The Organiser shall examine the complaint within 14 days of receiving it in its proper form.

8.4. A reply to the complaint is sent to the e-mail address provided by the Participant.

§ 9. Final provisions

9.1. The Organiser reserves the right to amend these Terms and Conditions.

9.2. In matters not regulated by these Terms and Conditions the relevant provisions of the Civil Code shall apply.

9.3. The Terms and Conditions shall enter into force on 19 December 2023.