

## **Regulations of the 2024 Alumni Gala**

### **I GENERAL PROVISIONS**

1. The organiser of the Alumni Gala 2024 event, hereinafter referred to as the "Event", is the Faculty of Management at the University of Łódź, hereinafter referred to as the "Organiser".
2. The Event will take place on 30.11.2024 at the premises of the Faculty of Management of the University of Lodz in Hall A. The leading language is Polish. Photo documentation of the participants of the Event will be made available on the Organiser's website, Facebook account, LinkedIn account and on the Flickr account of the Organiser or the University of Łódź.
3. The provisions of these Rules and Regulations are an integral part of participation in the Event and apply to all Participants.
4. Confirmation of participation in the Event and/or taking part in the Event is tantamount to confirmation that the Participant is familiar with the provisions of these Rules and Regulations and accepts them.
5. The Organiser reserves the right to make changes to the programme and the Rules and Regulations of the Event and the right to cancel it. The Participant is obliged to familiarise himself/herself with the content of the changes. Any changes will be published by the Organiser in the manner adopted for the publication of these Rules and Regulations.
6. In the event of the cancellation of an Event, the Organiser undertakes to notify confirmed Participants of the cancellation by email no later than 3 days prior to the planned start date of the Event, subject to the second sentence. In the event of the cancellation of an Event less than 5 days before its date, the Organiser shall immediately inform the confirmed Participants of the cancellation. The Organiser shall not be liable for the cancellation of the Event.

### **II CONDITIONS OF PARTICIPATION**

1. there are the following groups of participants in the Event:
  - a. Participant - graduate, i.e. a graduate completing his/her studies at the Faculty of Management at UŁ (hereinafter referred to as "Participant - Graduate")
  - b. Participant - Companion, i.e. a close person accompanying the graduate referred to in para. 1a. (hereinafter referred to as "Participant-Companion")
  - c. Participant - a guest (hereinafter referred to as "Participant-Guest") invited by the Organisers from among: employees of the University of Łódź, members of the Business Council of the Faculty of Management of the University of Łódź, representatives of faculty student organisations and partners and friends of the Faculty of Management.

2. Participants-Absolvents, Participants-Guests and Participants-Guests are collectively referred to as "Participants".
3. A Participant of the Event may be an adult natural person who fulfils all the conditions for a given group of Participants set out in sec. 5 (for Alumni Participants) or pt. 6 (for Companion Participants) or pt. 7 (for Guest Participants) below.
4. To become a Graduate Participant, the following conditions must be met in combination:
  - a. receipt of Graduate status in the academic year 2023/2024
  - b. completion of an application form via email. The form is available at [https://forms.office.com/Pages/ResponsePage.aspx?id=7xpEYw7al0O7fvnUcF6WO6I\\_r3Nj-lzpMjHsxkyu8CUFUQTE1WVdCQTazUVBMVEVKMjdMMkxGWURVRi4u](https://forms.office.com/Pages/ResponsePage.aspx?id=7xpEYw7al0O7fvnUcF6WO6I_r3Nj-lzpMjHsxkyu8CUFUQTE1WVdCQTazUVBMVEVKMjdMMkxGWURVRi4u) by 27 November 2024.
5. To become a Graduate Participant, the following condition must be met:
  - a. an application made by the Participant-Associate via email.
6. To become a Guest Participant, the following conditions must be met together:
  - a. receipt of an invitation to the Event from the Organiser;
  - b. confirmation of participation via email or telephone.

### **III EVENT RULES**

1. The Event includes the organisation of the 2024 Alumni Gala on 30.11.2024 at the premises of the Organiser, i.e. the Faculty of Management of the University of Łódź.
2. The Organiser determines the programme of the Event and has the right to make changes to it, also on the day of the Event, in particular the Organiser has the right to change the time schedule and sequence of events.
3. The Organiser shall not be liable for any technical or organisational problems of the Participants related to their participation in the Event resulting from causes beyond its control.
4. 4. the Participants undertake to comply with these Rules and Regulations, social rules, instructions and organisational and technical instructions of the Organiser.
5. Participation in the Event for all Participants is free of charge.

### **IV RESIGNATION FROM PARTICIPATION IN THE EVENT**

The Participant may resign from the participation in the Event by sending relevant information to the e-mail address: [absolwenci.wz@uni.lodz.pl](mailto:absolwenci.wz@uni.lodz.pl) or by telephone contact.

### **V IMAGE**

1. The rules described in section V Image apply to all Participants.
2. Participation in the Event is tantamount to agreeing to the gratuitous dissemination of the Participants' image and voice by the Organiser in connection with the Event.

3. Each Participant agrees to the free, repeated and unlimited use of their image in materials concerning the Event of an informative and promotional nature (photographs and videos, audio recordings) on the UŁ GM's website and through other distribution channels, i.e. on social networking sites, including Facebook, LinkedIn, Flickr and YouTube.
4. Every Participant of an Event that will be recorded agrees that the University of Łódź, with its registered office at 68 Narutowicza St., 90-136 Łódź, may process their personal data, consisting in the recording and free-of-charge publication of their image and statements recorded during the Event, including labelling the statements with their name and surname, and publishing the recordings, statements on the websites and social networking sites of the University of Łódź, Faculty of Management, for promotional, educational and science-popularising purposes.
5. Each Participant of the Event grants the University of Łódź a non-exclusive and royalty-free licence to use their statements recorded during the Event, including labelling the statements with their name and surname, in the following fields of exploitation:
  - a. as regards recording and multiplication - production, recording by all techniques, including in particular: magnetic recording, light-sensitive, audiovisual, digital, optical, computer techniques regardless of format and medium, size, form and technique;
  - b. with regard to dissemination - public display, reproduction, as well as making it available to the public in such a way that everyone can access it at a place and time of their own choosing, including on the Internet and other ICT, multimedia and computer networks, in particular the website and social media of the Faculty of Management of the University of Łódź.

In connection with the granting of the licence - the Participant assures that the use of his/her contribution in the presented scope will not infringe anyone's rights, in particular intellectual property rights, and does not require any permission from a third party.

## **VI PROTECTION OF PERSONAL DATA**

Pursuant to Article 13(1) and (2) 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 (General Data Protection Regulation), hereinafter referred to as the "RODO Regulation"), we inform you that:

1. the controller of your personal data is the University of Lodz, based in Lodz, 68 Narutowicza Street, 90-136 Lodz.
2. In any case, you may contact the Data Protection Inspector: at the above-mentioned mailing address with the annotation: Data Protection Inspector of the University of Łódź or by e-mail at the following e-mail address: [iod@uni.lodz.pl](mailto:iod@uni.lodz.pl);

3. Personal data including: first name(s) and surname, e-mail address, telephone number, academic title, affiliation, field of study, position held and company represented will be processed for the following purposes:
  - registration of participation and organisation and holding of the Event, which includes the realisation of the Graduation Gala 2023 organised on 25.11.2023 by the Faculty of Management of the University of Łódź at the Faculty of Management, as well as photographic documentation of the Event and making the photographic documentation available on the Organiser's website, Facebook, YouTube, LinkedIn and Flickr accounts of the Organiser - to communicate with the Participants on matters related to the Event, to document the course of the Event, including but not limited to compiling a list of the Participants;

Personal data in the form of image and name will be used for the following purposes: promotional, educational and science popularisation on [www.wz.uni.lodz.pl](http://www.wz.uni.lodz.pl) and on social media, i.e. Facebook, LinkedIn and Flickr, YT on the accounts of the Faculty of Management at UŁ and the University of Łódź, in the case of consent to use the image;

4. Personal data will be processed on the basis of:
  - a. Article 6(1)(e) of the RODO Regulation in connection with Articles 2 and 11 of the Act of 20 July 2018 - Law on Higher Education and Science (because it is necessary for the performance of a task carried out in the public interest or in the exercise of public authority entrusted to the controller in connection with the mission of the higher education system and science in terms of education, scientific activity, shaping civic attitudes, as well as participation in social development and creation of an innovation-based economy);
  - b. Article 6(1)(b) of the RODO Regulation (because it is necessary for the performance of a contract to which the data subject is party or to take steps at the request of the data subject prior to entering into a contract);
  - c. Article 6(1)(c) of the RODO Regulation (as required by law and by internal acts of the LA);
  - d. Article 6(1)(a) of the RODO Regulation on the basis of your consent to the processing of personal data (in the case of consent to use your image or to receive information about future conferences and events);
5. Where the processing of your personal data is based on your consent, you have the right to withdraw your consent at any time without affecting the lawfulness of the processing performed prior to the withdrawal of your consent.
6. Your personal data may be disclosed to entities authorised on the basis of applicable laws and on the basis of relevant agreements concluded with the University of Łódź. Your personal data (in the form of your registered image) may also be processed by the provider of: Facebook service of Facebook Inc., LinkedIn service of LinkedIn Corp., Flickr service of SmugMug, Inc, YouTube service of Google at their data processing centres.
7. Personal data will be stored for the period necessary to fulfil the purpose referred to in point 3 above for the duration of the retention of the financial and accounting

records of the Event by the University of Lodz. In situations envisaged by law, personal data may also be processed for the period necessary to establish and pursue possible claims. In the case of consent to use an image or receive information, personal data will be stored until the consent is withdrawn.

8. You have the right to:
  - a. to access the content of your data,
  - b. to rectify your data when they are not in conformity with the real state,
  - c. to erasure, restriction of processing, as well as data portability - in cases provided for by law,
  - d. to object to the processing of your data,
  - e. to lodge a complaint to the supervisory authority, which is the President of the Office for Personal Data Protection with its registered office in Warsaw, 2 Stawki Street;
9. the provision of your personal data is voluntary but necessary for the purposes referred to in point 3 above.

## **VII FINAL PROVISIONS**

1. Any disputes that may arise from participation in the Event will be settled by the court having jurisdiction over the Organiser's registered office.
2. In matters not regulated herein, the provisions of Polish law will apply.
3. These Rules and Regulations shall enter into force on 19 June 2024.