

CONFERENCE REGULATIONS

of the **“SCOS 2022 Standing Conference on Organisational Symbolism: Stranger”**, 4-6 July 2022

(hereinafter referred to as the **“Regulations”**)

§ 1

Organizer, date, and duration of the Conference

1. These Regulations define the rights and obligations of the Participants of the **“SCOS 2022 Standing Conference on Organisational Symbolism: Stranger”**, (hereinafter referred to as the **“Conference”**), which will take place on July 4-6, 2022, at the Jagiellonian University in Kraków.
2. The Conference is organized by the Jagiellonian University in Kraków, Gołębia 24, 31-007 Kraków, Poland — Faculty of Management and Social Communication, (hereinafter referred to as the **“Organizer”**).
3. Scientific supervision over the course of the Conference is provided by the Organizer.
4. Any person of full legal age can participate in the Conference, if, within the registration deadline, by May 31, 2022, at the latest, they have stated their will to participate in the Conference in the manner referred to in § 2 of the Regulations and have accepted the rules of participation in the Conference referred to in the Regulations (hereinafter referred to as the **“Participant”**).
5. The Regulations are made available to the Participants on the Conference website https://isp.uj.edu.pl/nauka/konferencje/-/journal_content/56_INSTANCE_eMo0w6TYgYId/2103800/149421049 (hereinafter referred to as the **“Conference Website”**), in a way that enables its downloading.
6. The Organizer reserves the right to amend the Regulations due to a change in generally applicable law and the need to adapt the Regulations to this change, in particular, in order to adjust the formula of the Conference to the restrictions, orders and prohibitions related to the introduction of a pandemic state in force during the Conference, to change the Conference program, and to increase the security measures accompanying the Conference. The amendment to the Regulations will come into force upon its publication on the Conference Website.
7. The Organizer reserves the right to change the date of the Conference if its performance within the time limit referred to in section 1 above will be impossible or excessively difficult for reasons beyond the control of the Organizer, in particular due to restrictions, orders and bans related to the introduction of a pandemic state. The change of the date of the Conference will be immediately announced on the Conference Website.
8. The Organizer reserves the right to make changes to the program of the Conference, including the right to change the time schedule and the order of lectures and appearances. In case of changes, the Organizer will inform about them immediately on the Conference Website.

§ 2

Registration of participation in the Conference

1. Participation in the Conference is payable and requires prior registration through the registration form (hereinafter referred to as the **“Form”**) available on the website: <https://www.konferencje-uj.pl/?lang=en&go2rej=1&kid=329>, in which a person wishing to

participate in the Conference will be required to provide the following data: name and surname of the participant, name and surname of the accompanying person, e-mail address, affiliation, telephone number, dietary preferences.

2. The detailed method of registration for participation in the Conference, registration deadlines / and the registration fees (hereinafter referred to as the "Fee") and the payment methods are provided at the Conference website: https://isp.uj.edu.pl/nauka/konferencje/-/journal_content/56_INSTANCE_eMo0w6TYgYId/2103800/149421049
3. In case of resignation from participation in the Conference, the Participant is obliged to immediately inform the Organizer by sending relevant information to the email address: konferencje@uj.edu.pl.
4. The Organizer will return the Fee to a Participant who resigns from participation in the Conference before April 30, 2022 (bank fees are not refundable). There will be no refund in case of the Resignations made after April 30, 2022. Refunds will be made by the Organizer after the end of the Conference.
5. Using the Form, the Participant may declare their willingness to participate in the program accompanying the Conference. Detailed information will be provided on the Conference Website.
6. The Organizer is not responsible for providing incorrect or false data by the Participant when registering for participation in the Conference.
7. 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, and also constitutes an obligation to pay the registration fee conditioning participation in the Conference. Failure to pay the registration fee is tantamount to resignation from participation in the Conference.
8. Registration of participation in the Conference is made at the time of completing the Participant's data in the Form and sending it by the Participant together with the consents referred to in § 5-8 of the Regulations, using the registration system on the Conference Website: <https://www.konferencje-uj.pl/?lang=en&go2rej=1&kid=329>

§ 3

General rules of participation in the Conference

1. During the Conference, there will be lectures, workshops, presentations, and an accompanying program. The Conference will be conducted in English. Detailed information and the complete program of the Conference is available on the website: https://isp.uj.edu.pl/nauka/konferencje/-/journal_content/56_INSTANCE_eMo0w6TYgYId/2103800/149421049
2. The course of the Conference will be recorded in the form of a photo report and an audio-visual recording (hereinafter referred to as the "Recording"). The Organizer will make the Recording available to an unlimited audience at https://isp.uj.edu.pl/nauka/konferencje/-/journal_content/56_INSTANCE_eMo0w6TYgYId/2103800/149421049, until December 31, 2022. The audience will be able to watch it after logging in to the website https://isp.uj.edu.pl/nauka/konferencje/-/journal_content/56_INSTANCE_eMo0w6TYgYId/2103800/149421049.
3. The Organizer of the Conference, by providing the Participants with conference materials (hereinafter referred to as "Conference Materials"), pays special attention to the necessity to respect intellectual property rights by the Participants. Participants undertake to use the Conference Materials provided to them by the Organizer only for their own personal use.

Modifying, 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 liable for any damage caused as a result of their behaviour contrary to the above restriction.

4. Participants accept the established rules for the course of the Conference and its program and undertake not to change it or disrupt the course of the Conference. The Organizer is entitled to exclude the Participants who violate the provisions of the Regulations from participation in the Conference, in particular:
 - a. disrupt the course of the Conference.
 - b. undertake actions that are inconsistent with the law, morally or against the legitimate interests of third parties.
 - c. take actions aimed at circumventing or indicating an attempt to circumvent the Regulations or the rules of holding the Conference.
 - d. take actions that violate the legitimate interests of the Organizer or harm their image.

§ 4

Rights and obligations of the Participants

1. The Participant, upon arrival at the Conference venue, is obliged to confirm their personal participation at the reception desk in the building of the Faculty of Management and Social Communication of the Jagiellonian University, ul. Prof. St. Łojasiewicza 4, 30-348 Kraków.
2. Participants are required to comply with the safety, health and safety and fire regulations in force in the facilities where the Conference and the accompanying program are organized, as well as the sanitary regime applicable at that time.
3. The Organizer is not responsible for items left and lost during the Conference and the accompanying program, and for items left in clothing or backpacks / handbags / suitcases left in the cloakroom, as well as in other public places at the Conference and the accompanying program.
4. In the event of a participant disturbing law and order and failure to comply with the rules of the sanitary regime in force on the day of the Conference, the Conference staff is entitled to:
 - a) request the Participant to present appropriate behaviour.
 - b) demand for the Participant to leave the Conference area,
 - c) call the competent services in a situation where the Participant's behaviour qualifies for such intervention, in particular when it poses a threat to other Participants or the Conference staff or the Organizer's property.
5. The Organizer shall not be liable for events resulting from the Participants 'non-compliance with the Regulations, Participants' non-compliance with the Organizer's recommendations and the instructions of the Conference staff and services responsible for security and order.
6. In order to ensure security at the Conference area, the Organizer may use monitoring covering the entire Conference area and its individual fragments. The rules for applying monitoring by the Organizer are set out in the Ordinance No. 34 of the Rector of the Jagiellonian University of May 16, 2019, on: Regulations of video monitoring at the Jagiellonian University, as amended, 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 notify the Conference staff.

§ 5

Lectures

1. The Participant may notify the Organizer of their willingness to deliver a lecture, workshop, poster presentation (the lecture, workshop and poster are hereinafter referred to as "Performances"). Applications are accepted by e-mail SCOS2022@uj.edu.pl by March 31, 2022.
2. The Participant who has declared the will to present the Performance by March 31, 2022, shall send the Organizer by e-mail, in the form of a digital text file, the original description of the Performance, which he intends to present during the Conference (hereinafter referred to as the "Abstract"). By April 3, 2022, at the latest, on the basis of the Abstracts sent, the Organizer will select speakers (hereinafter referred to as "Speakers") and will immediately inform the Participants whose Abstracts have been qualified about the positive result of this qualification by sending them a return e-mail no later than by April 10, 2022. Further contact to determine the details of the Speakers' performance will take place as agreed by the Speaker with the Organizer.
3. When making the decisions referred to in section 2 above, the Organizer is guided by their own appreciation and the need to ensure a high scientific level and thematic diversity of the Conference. The Organizer's decision is final and does not require a justification. Participants may not appeal against it.
4. Undertaking actions by the Participant referred to in sec. 1-3 above, is an expression of granting the Organizer a non-exclusive, unlimited in time, territory, quantity and quality license to use the Abstract, with the scope and fields of use referred to in § 6 sec. 5-7 of the Regulations, with the right to sub-license to third parties with a scope analogous to the scope of the license, for the purposes of making a decision on qualifying a Participant as a Speaker, preparing, organizing, conducting and settling the Conference, preparing Conference Materials, including a book of abstracts. The provisions of § 6 sec. 1-3 and 8-9 of the Regulations shall apply to the Abstract accordingly.
5. Presentation of the Performance, as well as granting the Organizer the permits, authorizations and licenses referred to in § 5-7 of the Regulations, for the Use of the Abstract, Performance, and Image of the Speaker, to the extent and in all the fields of use indicated therein, is free of charge and is for the purposes of statutory regulations of the Organizer.
6. Granting the Organizer, the permits, licenses, and authorizations referred to in § 5-7 of the Regulations is voluntary, but necessary to present the Performance.

§ 6

Copyright

1. The Speaker is fully responsible for the form and content of the Performance.
2. The Speaker undertakes to prepare and present an original Performance and guarantees that the Performance will not infringe upon the rights and personal rights of third parties, contain theses and views inciting hatred or discrimination against any people on the basis of race, culture, ethnicity, religion, or gender. Moreover, it is unacceptable to propagate ideology and symbolism related to totalitarian systems and other ideologies prohibited by generally applicable laws in the content of the Performance, as well as to present other topics prohibited by generally applicable regulations.

3. If any part of the Performance includes legally protected elements, the rights to which will not be vested in the Speaker, the Speaker guarantees that they are entitled to use them to the extent necessary to present the Performance and grant the Organizer the authorizations, permits and licenses with the right to grant a sub-license referred to in this paragraph, without the Organizer having to obtain additional approvals and permits.
4. The Speaker consents to the recording of the Performance by the Organizer or an entity acting on his behalf, in the form of a Recording.
5. The Speaker grants the Organizer a non-exclusive, unlimited in time, territory, quantity and quality license with the right to grant a sub-license of the same scope as the license for the use of the Performance - including the Recording, in whole or in part, independently, as part of a work collective, in combination with the works and elements freely selected by the Organizer (including the Performances of other Speakers, image and sound, including as part of the so-called Conference Materials), and allows the making and use of its studies, adaptations and any materials, graphics, fragments, shots, documentation created during the recording of the Recording, as well as after it - for information, documentation, educational, didactic purposes, advertising and promotion of the Organizer and the Conference itself, in particular its use, sharing on the Internet , Intranet, as well as in the framework of any telecommunications services applicable in any systems and devices, on all social networking sites of the Organizer, on the Organizer's Website and on other Organizer's websites and on the Conference Website.
6. The license referred to in sec. 5 above (hereinafter referred to as the "License"), is granted to the Organizer upon the recording of the Speaker's Performance in the form of a Recording, and in the absence of such recording, upon presentation of the Performance, and includes the use of the Performance in the following fields of exploitation:
 - a. recording and reproducing the Performance - producing copies of the Lecture using all available techniques, including printing, reprographic, magnetic recording, and digital technology (including DVD, magneto-optical media).
 - b. in the scope of disseminating the Performance - public performance, exhibition, display, playback, broadcasting and rebroadcasting, as well as making the Performance available to the public in such a way that everyone can have access to it at a place and time chosen by them, using all available techniques, including the Internet, Intranet and other computer networks, posting and modifying the Performance on websites, on social networks, broadcasting the Lecture via multimedia and ICT networks, modifications of the Performance enabling the creation of navigation on websites, public sharing at public exhibitions or expositions ;
 - c. within the scope of trading in the original or copies on which the Performance has been recorded - marketing, lending, or renting the original or copies.
 - d. creating and distributing derivative works of the Performance, including further projects / materials based on the Performance or their individual elements, including the development of different graphic, colour versions or visual or spatial formats of the Performance and the use of such derivative works in the scope and in all fields, exploitation specified in this section.
 - e. rebroadcasting, distribution in the press, on the Internet, on large-format posters and in any other forms of promotion or advertising.
 - f. modifying the Performance in whole or in part and developing it in whole or in part, including the right to correct, modify and change the entire Performance or its individual elements.

- g. the right to freely use the Performance and its individual elements, including the use of the Performance and its individual elements for advertising, promotion, office purposes, for the purposes of marking goods, products, services, including their use as registered or unregistered trademarks, logos or their elements, use as the name / business name of an enterprise, entrepreneur or business activity, use of the Performance and its individual elements in the field of advertising and promotion of the Organizer or activities conducted by the University in the country and abroad,
7. The license also includes the right of the Organizer and persons acting on the Organizer's behalf to exercise derivative copyrights to the Performance in all fields of use referred to in sec. 5-6 above, including, in particular, the right to make changes to the Performance and to develop it, use and dispose of derivative works and the right to allow third parties to exercise derivative copyrights to the Performance with a scope analogous to that used by the Organizer.
8. The Speaker authorizes the Organizer and entities to which the Organizer will grant further authorizations to exercise their moral rights to the Performance, in particular the right to the inviolability of the content and form of the Performance and its reliable use, to decide on the first release of the Performance to the public, to supervise the use of the Performance and deciding on the method of marking the author of the Performance and undertakes not to exercise these rights towards the Organizer and entities authorized by the Organizer, with the proviso that the Organizer, at the Speaker's request and, if possible, is obliged to respect the Speaker's request to mark him as the person presenting the Performance.
9. In the event of third parties reporting to the Organizer and / or entities acting on the Organizer's behalf and / or entities authorized by the Organizer to use the Performance and / or the Abstract (hereinafter referred to as "Authorized Entities"), claims related to the Performance and / or Abstract or their individual elements, the Speaker will:
 - a. release the Organizer and / or the Entities entitled to the claims in question, to the extent that they were obliged to purchase from third parties rights to the legally protected elements of the Performance and / or Abstract, including proprietary and related copyrights to them and individual elements thereof, and to obtain from them the permits and authorizations referred to in this paragraph, and
 - b. be fully liable for any damage suffered by the Organizer and / or Entities entitled to make claims against them referred to in point a) above, including primarily, but not exclusively, damages related to the claim for compensation for unlawful use of the Performance and / or Abstract or unlawful use of their individual elements.

§ 7

The image

1. The Organizer will record the course of the Conference using video, sound, and image recording devices, respectively in the form of a photo report (hereinafter referred to as "Photo report") and a Recording.
2. The Participant, by declaring in the Form the willingness to participate in the Conference, expresses their consent for the use of their image unlimited in time, territory, quantity and quality, for the purposes indicated in sec. 1 above, without the right to remuneration under the above title, in particular by recording the Participant's image in the Photo Report and / or in the Recording, and the use of this recording, processing, duplication and multiple dissemination of the Participant's image recorded in the above-mentioned manner without

the need to approve them each time, within the scope of and in a manner analogous to that referred to in § 6 sec. 5-7 of the Regulations, including in particular the Conference Website, the Organizer's Pages, and on other websites, on the Organizer's profiles on social media and on websites, at the Organizer's promotional events. - for educational, didactic, information, documentation, advertising and promotion of the Organizer and the Conference itself.

3. The Participant who is a Speaker, by notifying the Organizer of their will to present the Performance and sending an Abstract for this purpose, expresses their consent for the use of their image, unlimited in time, territory, quantity and quality, for the purposes indicated in sec. 1 above, without the right to remuneration under the above title, in particular by recording the image of the Speaker in the Photo Report and / or in the Recording and the use of this recording, processing, duplication and multiple dissemination of the image of the Speaker recorded in the above-mentioned manner without the need to approve them each time, within the scope of and in a manner analogous to that referred to in § 6 sec. 5-7 of the Regulations, including in particular the Conference Website, the Organizer's Pages, and on other websites, on the Organizer's profiles on social media and on websites, at the Organizer's promotional events.
4. The Speaker is aware that the Photo Report and the Conference Recording will be made available on the Internet and will be available on the website https://isp.uj.edu.pl/nauka/konferencje/-/journal_content/56_INSTANCE_eMo0w6TYgYId/2103800/149421049 for an unlimited number of people.
5. In connection with the use of the image, the Participant / Speaker will not exercise 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 the image was used and the right to indicate the Participant / Speaker as the person shown in Photo report and / or in the Recording, in particular indicating their name and surname.
6. The Conference may be recorded in the form of an audio-video for the purposes of the Recording and photographed in the form of a Photo Report only by the Organizer. It is forbidden to record and take photos by Participants during the Conference without the prior consent of the Organizer and / or authorized entities.
7. The Organizer has the right to authorize other entities to use the image on the terms specified in this permit.

§ 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 "General Regulations"), the Organizer reports that:

1. The administrator of your personal data is the Jagiellonian University, 24 Gołębia Street, 31-007 Krakow, represented by the Rector of the Jagiellonian University.
2. The Jagiellonian University has appointed a Data Protection Officer, 4 Czapskich Street, 31-110 Krakow. The Officer can be contacted by email: iod@uj.edu.pl or at telephone number 0048 12 663 12 25 – from Monday to Friday, from 8:00 a.m. to 3:00 p.m.
3. Your personal data will be processed for the purpose of:

- a. performance of the contract the subject of which is participation in the Conference — **“SCOS 2022 Standing Conference on Organisational Symbolism: Stranger”**, as well as for the purpose of registering participation in the Conference, i.e., pursuant to Art. 6 sec. 1it. b) GDPR, on the basis of an agreement concluded by accepting the Regulations. The Conference, organized on July 4-6, 2022, by the Jagiellonian University in Kraków, Institute of Public Affairs, Faculty of Management and Social Communication and the Centre for Communications and Marketing, 24 Gołębia Street, 31-007 Krakow, will be held stationary.
 - b. conducting the Photo Report and Conference Record for documentation, information, educational, didactic purposes, advertising and promotion of the Organizer, and the Conference itself, archiving - in relation to the Participants' personal data in the form of an image - on the basis of their consent, i.e., pursuant to GDPR art. 6 sec. 1 a).
4. Providing your personal data is voluntary, but necessary to participate in the Conference and prepare the Abstract, present a Performance (lecture, workshop, poster presentation). Providing personal data related to the image is voluntary.
 5. Your personal data may be made available to entities authorized to receive them on the basis of generally applicable law.
 6. The recipients of your personal data are entities providing IT and organizational support in the organization of the Conference - including the entity providing software for registration for the Conference.
 7. Your personal data will not be transferred to a third country (outside the European Economic Area) neither to international organizations.
 8. Your personal data will be stored for the duration of the organization of the Conference and until the final settlement and closing of the Conference, as well as until the claims that may arise from the performance of the contract referred to in sec. 3 a), and in the scope indicated in sec. 3 b) above - until you withdraw your consent to the processing of data.
 9. Your personal data provided in the Registration Form will not be disclosed to third parties.
 10. Your personal data in the form of an image may be recorded on photos from the Conference used to create a Photo Report and the Recording and processed on the Conference Website, on the Organizer's websites and social profiles and on university social media channels (in particular Facebook, YouTube, Twitter , Instagram), in a way that allows access by third parties, for information, documentation, educational, didactic purposes, advertising and promotion of the Organizer and the Conference itself, as well as archiving, including for the purposes of reporting from the Conference - in accordance with § 7 of the Regulations.
 11. If you are a Participant who expressed a wish to deliver a lecture, conduct a workshop or present a poster, your personal data voluntarily indicated in the Performance will be processed on the Conference Website for information and documentation purposes.
 12. You have the right to: obtain information about the processing of personal data and rights in accordance with the GDPR, access and rectify your data, as well as the right to delete personal data from the administrator's files (unless further processing is necessary for the performance of legal obligation or to establish, assert or defend claims), and the right to limit processing, transfer data, object to processing - in the cases and under the conditions specified in the GDPR.
 13. To the extent that the 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 which was carried out on the basis of consent before its withdrawal.
 14. Withdrawal of consent to the processing of personal data may be sent by e-mail to the following address: konferencje@uj.edu.pl, by traditional mail to the following address: Centre

for Jagiellonian University Communications and Marketing – Conferences, 24 Gołębia Street, 13-007 Krakow, Poland.

15. Your personal data will not be subject to automatic decision making or profiling.
16. You have the right to lodge a complaint with the President of the Personal Data Protection Office if you consider the processing of your personal data to be in violation of the provisions of the GDPR.

§ 8

Final provisions

1. These Regulations are made available to the Conference Participants on the Conference Website and shall enter into force on the day they are posted on the above-mentioned website.
2. The Organizer reserves the right to cancel the Conference. The Organizer shall immediately inform about the cancellation of the Conference on the Conference Website. The Organizer will not be obliged to the Participants and Speakers to any compensation or compensation in this respect, or to reimburse the costs incurred to participate in the Event, except for the reimbursement of the Fee.
3. These Regulations have been drawn up in Polish and translated to English. In case of any discrepancies, the Polish language version is binding.
4. In matters not covered by the Regulations, generally applicable provisions of Polish law shall apply.
5. The court competent to settle disputes between the Organizer and Participants is the Polish court competent for the seat of the University.