

**Regulations for remote participation (online) in the International Seminar
„Court service- a universal problem of efficiency of judicial proceedings”**

§1.

Subject of the Regulations

The rules of procedure shall specify:

- 1) General conditions for the organization and conduct of the Seminar;
- 2) Rights and obligations of the Seminar participants;
- 3) Rules and manner of provision by the Organizer of electronic services to the Participants.

§ 2.

Dictionary of concepts

Whenever the following terms are defined in this Regulation, they shall be understood as follows:

- 1) **Organizer** – Faculty of Law and Administration of the University of Szczecin with its registered office at G. Narutowicza 17A, 70-240 Szczecin, NIP 851-02-08-005; Research Team of Civil Procedure Law, Medical Law and New Technologies of the Faculty of Law and Administration of the University of Szczecin.
- 2) **Platform** – MS Teams Webinars platform available at: <https://www.microsoft.com/pl-pl/microsoft-teams/webinars>, which will be used to conduct the Conference;
- 3) **Regulations** – these Regulations;
- 4) **GDPR** – 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);
- 5) **Participant** – an adult natural person with full legal capacity, who registered their passive participation in the Seminar in a remote form (online) and accepted the Regulations, and the Organizer did not exclude their participation in the Seminar due to the available number of places for the Participants;
- 6) **Seminar** – the international seminar “**Court service- a universal problem of efficiency of judicial proceedings**” implemented by the Organizer on April 22, 2024.

§ 3.

Application and conditions of participation in the Seminar

1. The Seminar is closed, which means that only persons whose participation has been accepted by the Organizer may participate, after prior registration of participation in accordance with the provisions of the Regulations.
2. Registration for participation in the Seminar should be made through the registration form, in which it is required to indicate the following data: Name, surname, affiliation and e-mail address of the Participant. The link to the registration form the Organizer provides on its website and on the social media of the Seminar.
3. Confirmation of acceptance of the application and qualification to participate in the Seminar is sent to the Participant by e-mail to the address indicated in the registration form.
4. The number of participants in the Seminar in remote form is limited to 500 people. The order of applications is decisive in this respect. The organizer reserves the right to refuse participation of a larger number of participants.
5. The Participant accepts the Regulations by checking the confirmation box at the declaration of acceptance of the provisions of the Regulations, which will be included in the content of the registration form. The content of the Regulations is available on the website available at: www.courtserviceseminar.usz.edu.pl, also indicated as a link in the registration form.
6. In order to participate in the Seminar, the participant must meet the following conditions:
 - a) making the effective notification referred to in paragraph 1 above,
 - b) meeting the technical requirements set out in § 5 of the Regulations;
 - c) read, accept and comply with the terms and conditions of providing Platform services required by the Platform and read the Platform Privacy Policy Privacy Policy: <https://privacy.microsoft.com/pl-pl/privacystatement>
 - d) read, accept and comply with the Terms and conditions.
7. As part of participation in the Seminar, the Participant undertakes to comply with the prohibition of providing illegal content, as well as to participate in the Seminar in a manner consistent with the law, without violating the rights and good name of third parties and without violating the legitimate interests

of the Organizer and other Participants. During the Seminar, there is an absolute prohibition of intimidation, persecution, use of inappropriate comments or comments. It is forbidden to use words and symbols generally considered not to be allowed, including profanity or expressions that may offend religious or philosophical feelings and indicate discrimination.

8. The Participant during the Seminar has the right to ask questions by using the chat tool. The Participant's question is visible to other persons participating in the Seminar.
9. The Organizer does not process the image of the Participant. The Participant does not have the technical possibility to transmit sound or image during the Seminar.
10. In case of violation by the Participant of the Terms and conditions, the Organizer has the right to block the Participant's access to the Seminar.
11. A Participant who took part in the Seminar is entitled to receive an appropriate certificate, which will be sent to him electronically to the e-mail address indicated in the registration form.

§ 4.

Date and manner of the Seminar

1. Information on the detailed date of the Seminar will be provided in the registration form, in the invitation and on the website of the event. The Organizer reserves the right to change the date and program of the Seminar.
2. The Seminar will be conducted using the platform.
3. The Participant will receive a link to the Seminar via e-mail to the e-mail address provided during registration.
4. Participation in the Conference is voluntary and free of charge.

§ 5.

Technical conditions for the provision of electronic services

The condition of participation in the Seminar is that the Participant's access to the Internet and computer equipment or mobile device and software that meets the requirements Platforms.

§ 6.

Responsibility

1. The organizer is not responsible for:
 - i. disruptions in the operation of the Platform and the conduct of the Seminar not attributable to Organizer,
 - ii. failure by the Participant to meet the technical conditions indicated in the Regulations,
 - iii. events caused by force majeure,
 - iv. unavailability of the Platform.
 - v. To the extent that it is permissible in the light of applicable law, the Organizer excludes its responsibility for any consequences related to the participation of the Participant in the Seminar, including for damages resulting from it or the inability of the Participant to participate in the Seminar.
2. To the extent that it is permissible in the light of applicable law, the Organizer excludes its responsibility for any consequences related to the participation of the Participant in the Seminar, including for damages resulting from it or the inability of the Participant to participate in the Seminar.

§ 7.

Protection of intellectual property

1. The Organizer has the copyright to the materials created and made available during the Seminar. Any processing, copying, dissemination, modification, transmission, printing, public reproduction of the received materials is prohibited without the prior consent of the Organizer.
2. In the event of sharing the recording from the Seminar, the Organizer grants the Seminar Participants a non-exclusive and non-transferable license to use the recording, exclusively for the Participant's personal needs. The Participant shall not be entitled to reproduce or market the contents of the Seminar or to make any other provision to third parties or to grant further licenses.
3. The Participant is not entitled to record the sound or image of the Seminar without obtaining the prior written consent of the Organizer.

§ 8.

Processing of personal data

1. The administrator of personal data of the Seminar participants is the Organizer.
2. The Organizer has appointed a Data Protection Officer, who can be contacted at iod@usz.edu.pl.
3. Personal data of the Seminar Participant are processed by the Organizer in order to:
 - a. the conclusion and performance of the contract, including contact in connection with participation in the Seminar and issue of a certificate of participation – pursuant to Article 6(1)(b) RODO,
 - b. consideration of complaints referred to in § 9 of the Regulations – on the basis of Article 6(1)(c) of the GDPR,
 - c. to investigate or defend against possible claims arising from the concluded Agreement – pursuant to Article 6(1)(f) of the GDPR.
4. Providing data necessary for the conclusion and performance of the Agreement (name, surname, affiliation, e-mail address) is voluntary, but it conditions its conclusion. The consent granted to the processing of personal data may be withdrawn at any time without affecting the lawfulness of the processing carried out before its withdrawal. Detailed information on data processing is available in the Privacy Policy available at: <https://privacy.microsoft.com/plpl/privacystatement>.
5. The Participant's personal data will be entrusted to the entity responsible for the technical organization of the event authorized to further entrust it to Microsoft Corporation, on the basis of an agreement between these entities to the extent necessary to provide the access service to the Platform.
6. Participants' data may be transferred outside the European Economic Area.
7. Due to the fact that the Seminar will be conducted using the Platform, personal data of the Participants may be transferred to a third country. Outside the European Economic Area, namely Canada. An adequate level of protection of personal data is ensured by concluding contracts based on standard contractual clauses issued by the European Commission. Detailed information on the compliance of data processing by Zoom with the requirements of the GDPR is available at <https://www.privacyshield.gov/welcome>.
8. The period of data processing is determined based on the existing purpose of processing. The period of data processing may result from legal provisions, when they constitute the basis for processing. If the data processing is based on the legitimate interest of the Organizer – the data are processed for a period enabling the implementation of this interest or filing an effective objection to the processing of data. If the basis for processing is necessary for the conclusion and performance of a contract, the data is processed until its termination and the expiry of the period of investigation or defense against claims.
9. In connection with the processing of data, the data subject has the right to:
 - a. access to the content of your personal data, the right to request their rectification or deletion on the terms set out in Articles 15 to 17 of the GDPR,
 - b. restriction of processing in the cases specified in Article 18 of the GDPR,
 - c. the right to data portability under the terms set out in Article 20 of the GDPR,
 - d. objection to data processing on the principles set out in Article 21 of the GDPR,
 - e. submit a complaint to the supervisory authority, i.e. President of the Office for Personal Data Protection.

§ 9.

Mode and method of submitting a complaint

1. Each Participant has the right to lodge a complaint in matters related to the functioning of the Seminar. The complaint must be submitted within no more than 14 days from the date of occurrence of the circumstances covered by the complaint.
2. Complaints can be submitted electronically to the following address: iod@usz.edu.pl.
3. The complaint procedure is conducted by the Organizer, who will make every effort to ensure that the handling of the complaint is carried out with due diligence, carefully and timely, taking into account all the circumstances of the case.
4. Complaints are considered by the Organizer within 30 days from the date of their receipt to the Organizer.
5. The Participant shall be notified of the result of the complaint procedure in accordance with the form of submitting the complaint or in a form consistent with the instruction submitted by the Participant.
6. The organizer expresses the will to settle any disputes amicably. If the dispute arises as part of the relationship with the consumer, the way to amicably resolve any disputes may arise may be to use the Online Dispute Resolution (ODR) platform, to which access is provided at <https://webgate.ec.europa.eu/odr/main/index.cfm?event=main.home.show&lng=PL>. The Organizer's e-mail address, appropriate as the first point of contact, is iod@usz.edu.pl.

7. In matters related to consumer rights, which are not regulated in these Regulations, the Act of 30 May 2014 on consumer rights shall apply. 8. In matters not covered by the Regulations, the provisions of Polish law shall apply.

§ 10.

Final provisions

1. The Regulations are made available to the Participants free of charge in the content of the registration form and on the website available at www.courtserviceseminar.usz.edu.pl, which allows the Participant to acquire, reproduce and record it.
2. The Organizer reserves the right to change the Regulations in the case of:
 - a. amendments to generally applicable law provisions regarding the implementation of the Agreement,
 - b. technological or organizational changes affecting the implementation of the Agreement.
3. Any disputes that may arise in connection with participation in the Seminar will be settled by a common court competent locally for the seat of the Organizer.
4. The Regulations shall enter into force on 26, March 2024.