

Terms of participation
13th International PMI PC Congress
26-28.11.2018 / Warsaw

I General provisions

1. 13th PMI PC International Congress, hereinafter referred to as the "Congress", will be held on November 26-28, 2018 at the Marriott hotel in Warsaw, Aleje Jerozolimskie 65/79, 00-697 Warsaw.
2. Organizatorem konferencji jest PMI Poland Chapter, z siedzibą w Warszawie, ul. Domaniewska 47/10, 02-672 Warszawa, zwany w dalszej części Regulaminu „Organizatorem”.
3. The official website of the conference can be found at:
<https://congress.pmi.org.pl/> and the official communication channel between the participant and the organizer is the e-mail address: congress@pmi.org.pl.

II. Rules for participation

4. The basis for participation in the Congress is to fill in the application form available on the website <https://13congresspmipc.syskonf.pl/> and payment of the conference fee by October 23, 2018.
5. The organizer, as part of the conference fee, does not provide transport to the place of the Congress and accommodation.
6. The condition for participation in the Congress is to read and accept the Regulations.
7. It is forbidden to film, record and photograph participants of the Congress without the consent of the Organizer.
8. Participation applications will be accepted until the 400 prepared places are exhausted.
9. The organizer has the right not to allow a participant to participate in Congress without giving a reason.

III Congress fee

10. The price list for congress fees is available on the Congress website <https://congress.pmi.org.pl>.
11. The organizer reserves the right to individually reduce the amount of the congress fee.

12. The organizer reserves the right to reduce the congress fee for PMI members and grant other discounts at their own discretion.

13. It is possible to make a congress fee only for workshops (3rd day of Congress) or only for Congress (day 1 and 2).

14. After registering via the application form available on the website Congress and payment of the congress fee participant to the e-mail address indicated by him will receive confirmation of registration.

15. The payer (the invoice's addressee) is the entity ordering particular services related to participation in the Congress.

16. In the event of a participant's resignation from participation in the Congress, the Organizer reserves the right to retain some or all of the conference fee:

a. when the Organizer receives from the Participant a declaration of resignation by 30 days before the start of the Congress or earlier, the Organizer will refund the Participant the amount paid, retaining the 50% of the total fee, provided that they have received the payment for participation;

b. when the Organizer receives from the Participant a declaration of resignation between the 29th and 15th day before the start of the Congress, the Organizer has the right to retain the payment of 75% of the total amount of the fee, subject to prior payment for participation;

c. when the Organizer receives a declaration of resignation from the Participant on the 14th day before the commencement of the Congress or later, the Organizer has the right to retain the entire payment received.

17. In the event of the Congress being canceled by the Organizer, all payments made by participants will be returned to them in full.

IV. Withdrawal from the contract and complaints

18. The Organizer informs that the Participant who is a consumer may withdraw from the distance contract by electronic means without giving a reason, whereas due to the fact that the Participant enters into a contract in which a specific day and place of the conference is indicated, art. 38 points 12 of the Act on Consumer Rights, which states that in this case - in connection with informing the Participant - the right to withdraw from the contract within 14 days without giving a reason is not entitled.

19. All complaints from Congress Participants to the Organizer should be reported by e-mail to participants@pmi.org.pl. A properly submitted complaint should contain at least the following data: name and surname, e-mail address, subject of the complaint, circumstances justifying the complaint. The Organizer shall respond to the complaint promptly, no later than within 14 days from the date of its submission. The decision regarding the complaint will be forwarded to the Participant at the e-mail address indicated by him.

V Forms of Payment

20. Payments must be made by bank transfer to the account indicated by the organizer. The account number will be indicated in the email confirming the registration and / or invoice. Prior, direct contact with the organizer is required to discuss payment details. The organizer should be contacted via the e-mail address indicated in registration form.

VI Security

21. The organizer is not responsible for items left, lost or stolen during the Congress.

22. Participants bear full financial responsibility for their destruction on the premises where the Congress will be held.

VII. Processing of personal data

23. The data administrator is PMI Poland Chapter, with its registered office in Warsaw (02-672), at ul. Domaniewska 47/10, KRS 0000-167-986, NIP 525-227-89-73, REGON 0155-4342-4.

24. Contact details of the data administrator: biuro@pmi.org.pl, +48 530 700 457.

25. The following rights apply to the processing of data:

- withdrawal of consent - if the data is processed on the basis of consent,
- access to data - information about what data and for what purpose are processed,
- rectification, modification, updating of data,
- request for deletion of data,
- requests to limit the storage of data,
- raise objections,
- transfer of data,
- lodge a complaint with the supervisory body.

VIII. Processing of personal data

26. In the scope of data the application of which is mandatory in the form:

1) the basis for the processing will be the performance of the contract concluded between the Organizer and the Participant and the legitimate goals of the administrator, ie the implementation of statutory objectives of the Association, i.e. promoting professionalism in project management in organizations and academic centers, and supporting, accepting and disseminating best project management practices in Poland and stimulating public awareness in this field,

2) data will be made available to those involved in the organization of the conference and processed to complete the activities related to the conference settlement.

28. In the scope of data, the application of which is voluntary in the form:

1) the basis for processing will be the consent given, by providing certain data in the form fields,

2) data will be made available to those involved in the organization of the conference and processed until the completion of activities related to the settlement of the conference, unless prior consent is revoked.

29. Data provided for invoicing:

1) will be processed on the basis of the contract concluded between the Organizer and the Participant, the implementation of the objectives arising from legitimate interests pursued by the administrator and fulfillment of the obligation imposed on the administrator, resulting from claims related to the contract and accounting and settlement obligations arising from applicable legal provisions,

2) will be kept for the time required by the applicable regulations, and made available to the extent necessary to processors, such as accounting.

30. Data recorded and shared in the form of photos and video recordings:

1) will be processed on the basis of the legitimate purposes of the administrator and the performance of the contract, i.e. the implementation of statutory objectives of the Association, i.e. promote professionalism in project management in business, organizations and academic centers, and support, accept and disseminate best project management practices in Poland, and to stimulate public awareness in this field,

2) data will be made available to those involved in the organization of the conference and dealing with professional recording, photographing and processing of materials.

VIII.2. Processing of personal data

31. Data where consent has been given for marketing or commercial purposes:

1) they will be processed on the basis of their consent in the form,

2) will be kept until withdrawal of consent;

3) will be transferred to the entities indicated in the submitted declarations.

IX Final provisions

32. Congress can be recorded and photographed by the Organizer.

33. Participation in the Congress is tantamount to transferring the proprietary copyrights to recordings and photos to the Organizer and consenting to their commercial use in the event of:

- a. when the participant is filmed or photographed on the site;
- b. when the participant voluntarily agrees to the interview in front of the camera, or posing for the photo.

34. The processing of data during the conference, including the sharing of recordings and photos is in accordance with the provisions of personal data protection.

35. All disputes regarding the organization of entries are settled by the President of the PMI Poland Chapter, regarding the implementation of the contract, a court of law.

36. All disputes shall be resolved in the case of Users being consumers by a competent common court, whereby the consumer has the option of using out-of-court complaint and redress mechanisms, in particular he may:

- a. submit an application to settle the dispute to a permanent amicable consumer court operating at the Trade Inspection,
- b. submit an application for the initiation of an arbitration mediation procedure ending the dispute between the consumer and the Service Provider to the voivodship Inspector of Trade Inspection,
- c. use the help of poviat or city consumer ombudsman or a social organization whose statutory tasks include consumer protection.

37. The provisions of these Regulations form an integral part of the application for participation in
The conference and all participants are obligated.

38. The organizer has the right to change the place and date of the Congress, about which the Participants will be notified by e-mail.

39. The organizer has the right to change these Regulations, about which participants will be notified by e-mail.