Terms and Conditions of the Participation in the 27th INTERNATIONAL CONFERENCE ON HEALTH PROMOTING HOSPITALS AND HEALTH SERVICES

I. Definitions

The meanings of the terms written with capital letters in these rules are as follows:

- 1. **Terms and Condition** these rules, which are the contents of the Agreement for the participation in the Conference and Agreement for the participation in Associated Events.
- 2. **Agreement** depending on the scope of registration: the agreement for the Participant to attend the Conference or its part and/or agreement for the participation in an Associated Event, signed between the Organiser and Participant or Sending Entity.
- 3. **The Local Conference Organizer** ZiZ Centrum Edukacji Sp. z o.o., with the office registered in Krakow, 31- 131 Krakow, ul. Garbarska 13/3, NIP 675-144-18-8, REGON 121417864, entered in the register of entrepreneurs of the National Court Register kept by the District Court for Kraków Śródmieście in Krakow, 11th Commercial Division of the National Court Register under KRS 0000372884, share capital: PLN 58.000.00.
- 4. **The Conference Programme Organiser** Gesundheit Österreich GmbH (Austrian Public Health Institute), Stubenring 6, 1010 Vienna, Austria.
- 5. **Conference** the 27th International Conference on Health Promoting Hospitals and Health Services, held by the Organiser between 29 and 31 May 2019 in Warsaw at the Marriott Warsaw Hotel, al. Jerozolimskie 65/79, 00-697 Warszawa, except for Associated Events.
- 6. **Associated Events** additional integration events held by the Conference Programme Organiser, not part of the Conference (especially not covered by the conference fee and requiring a separate registration), aimed at, for instance, exchanging professional experience, such as: Conference Dinner.
- 7. **Participant** an attendee of the Conference or its part, or Associated Events, on the terms specified in the Terms and Conditions, regardless of this person's status.
- 8. **Sending Entity** an entity signing the Agreement for one or more Participants' attendance at the Conference in the entity's own name.
- 9. **Consumer** a natural person involved in a legal activity with the entrepreneur, which activity is not directly related to this person's business or career.
- 10. GDPR the Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of natural persons as regards personal data processing, on the free movement of such data and on the repeal of Directive 95/46/EC (General Data Protection Regulation).



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II. Parties to the Agreement

- 1. The Party to the Agreement for the participation in the Conference or Associated Events may be:
- a. Participant or
- b. Sending Entity.
- 2. If the Sending Entity is a Party to the Agreement, the agreement is signed in the Entity's own name, yet on behalf of the Participants indicated by the Entity during the registration. The Sending Entity is especially obliged to pay conference fees or fees for Associated Events for all registered Participants; the Entity is also responsible for these Participants' observing the Terms and Conditions. The Sending Entity undertakes to have the registered Participants know the Terms and Conditions and any arrangements.

III. Conclusion of the Agreement - registration

1. The conclusion of the Agreement is in effect once the Participant is registered, which is confirmed by the Local Conference Organiser of the Conference.

However, aside from signing the Agreement, the participation in the Conference necessitates paying the full conference fee and/or fee for the participation in selected Associated Events.

- 2. The registration for the Conference and Associated Events is online only, via the Coffee registration system, available at www.hphconferences.org/warsaw2019. The online registration will be open until 5 May 2019.
- 3. The Local Conference Organiser of the Conference reserves the right to close the registration earlier, when no more seats are available. The information on the availability of the seats and information on closing the registration will be published by the Local Conference Organiser of the Conference at www.hphconferences.org/warsaw2019.
- 4. The online registration is available to:
- a. The Participant himself/herself, within the scope of their participation in the Conference or Associated Events;
- b. The Sending Entity on behalf of the Participants indicated during the Registration.
- 5. In order to register the Participant, provide all the data required by the system, to be exact:
- a. as for the individual registration of the Participant:
 - i. full name
 - ii. e-mail address, which if the registration is successful will become a unique identifier (login) for the registration in the Coffee programme
 - iii. gender
 - iv. country
 - v. telephone number
 - vi. invoice data
- b. as for the registration of a group by the Sending Entity:
 - i. e-mail address of the group coordinator's, which if the registration is successful will become a unique

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identifier (login) for the registration in the Coffee programme

- ii. invoice data
- iii. Participants' full names
- iv. Participants' e-mail addresses
- v. Participants' genders
- vi. Participants' countries of origin
- 6. The e-mail address specified during the registration will be used: to confirm the registration, to confirm the payment, to remind one about the nearing registration and payment deadlines, to send information related to the organisation of the Conference or Associated Events.
- 7. The registration confirmation will be sent automatically by the Coffee system, if the registration is successful. If no confirmation is received within 5 (five) days since the registration, contact the the Local Conference Organiser of the Conference to make sure that the registration was successful.

IV. Conference Programme

The projected programme assumptions for the Conference are available at www.hphconferences.org/warsaw2019. The Conference Programme will be made available no later than 15 May 2019.

V. Associated Events

The projected programme assumptions for Associated Events are available at www.hphconferences.org/warsaw2019. The Programme of the Events will be will be made available no later than 15 May 2019.

VI. Conference fee

- 1. The amount of the conference fee depends on:
- a. the status of the Conference Participant, specified according to the country of residence, and status of this country based on the database made available by theWorld Bank at:

http://databank.worldbank.org/data/download/site-content/CLASS.xls and

b. the date of the full payment for one's participation in the Conference,

according to the table below:

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Category	Early bird (until March 15th)	Late and on-site (after March 15 th)
Conference fees (Wednesday evening to Friday)		
High Income Country – HPH member	EUR 540	EUR 645
High Income Country – HPH Non- member	EUR 750	EUR 940
Middle Income Country – HPH member	EUR 325	EUR 370
Middle Income Country – HPH Non-member	EUR 365	EUR 410
Low Income Country – HPH Member	EUR 215	EUR 270
Low Income Country – HPH Non- member / Students	EUR 245	EUR 310
Day-pass for conference		
High Income Country – HPH member		EUR 387
High Income Country – HPH Non- member	- : :::::::	EUR 564
Middle Income Country – HPH member	-	EUR 222
Middle Income Country – HPH Non-member		EUR 246
Low Income Country – HPH Member	H	EUR 162
Low Income Country – HPH Non- member / Students		EUR 186

- 2. The conference fee indicated in the table above includes the Polish VAT.
- 3. The entity paying the conference fee, in other words the Participant or Sending Entity, is obliged to cover, within their own scope, all costs, commissions and fees on behalf of third entities for payments made, especially international wire transfers.

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- 4. If the conference fee is credited to the Local Conference Organiser's bank account in an amount lower than as specified in the table above (see VI.1), accordingly the Participant or Sending Entity is obliged to pay the Local Conference Organiser the missing amount within 7 (seven) days from the notification, up to the amount applicable on the date of the first payment. Otherwise, the Participant or Sending Entity will be obliged to pay the conference fee as high as on the date the missing amount is paid.
- 5. The amount of the fee depends on the date it is paid, not on the registration date.
- 6. The conference fee includes:
- a. Participation in the opening gala session on 29 May 2019
- b. Participation in scientific sessions and workshops
- c. Package of conference materials
- d. Participation certificate
- e. Catering on 30 May 2019 lunch and coffee breaks
- f. Catering on 31 May 2019 lunch and coffee breaks
- 7. The conference fee does not include:
- a. Participation in the Conference Dinner on 30 May 2019
- b. Accommodation
- c. Trips
- 8. The Local Conference Organiser does not provide other services aside from the ones directly specified in the Terms and Conditions; the Local Conference Organiser especially does not provide accommodation, individual hotel bookings, excursions, other trips; on this account, they are not included in the conference fee and; further, the Local Conference Organiser is not responsible for their organisation (including the provision of services the Local Conference Organiser only recommends).
- 9.To pay the conference fee lower due to the status of the Participant, accordingly the Participant or Sending Entity is obliged to send a readable scanned copy of the following documents to demonstrate the eligibility for the lower conference fee:
- a. University Students valid student ID card

Send the documents indicated above during the registration to participants@zizce.edu.pl. If you do not send the copy of the document, the full conference fee will be charged. The copies of sent documents will be deleted or destroyed immediately after the verification of the eligibility for the lower conference fee.

10. The payment for the participation in the Conference may be made via:

a. wire transfer: Bank name: mbank s.a.

Bank address: Kraków, ul. Augustiańska 15 IBAN: PL 65 1140 1081 0000 2164 4100 1002 SWIFT/BIC/SHORT CODE: BREXPLPW

With the postscript "HPH2019", NRK number generated by the Coffee registration system and full name of the person for whom the payment is being made

- b. Credit card (system supported by eCard S.A) Visa
- Visa Electron
- MasterCard
- Maestro
- Masterplan
- c. Credit card at the conference applies only to payments accepted as the "registration on site" (system supported by POLCARD)
- Visa
- Visa Electron
- MasterCard
- Maestro
- Masterplan
- China UnionPay
- 11. Accordingly, the Participant or Sending Entity is obliged to make the wire transfer with the NRK number and full name of the Participant for whom the payment is being made.
- 12. After 5 May 2019, the conference fee can only be paid on site, at the Conference.
- 13. The Participant or Sending Entity is obliged to incur additional fees when:
- a. the Participant is changed after the registration in the amount of EUR 40 for each change of this sort, b. in the case of changes after the invoice is issued, which changes are attributable to the Participant or Sending Entity in the amount of EUR 30 for each change of this sort.
- 14. The participation in the Conference and Associated Events will be possible after presenting the badge or ticket, received from the Organiser. The Participants are obliged to take care of these documents. The admission ticket for Associated Events is the bearer ticket.

VII. Participation in Associated Events

- 1. Subject to paragraph 2 below, the participation in Associated Events is paid extra, according to the price list available at the website: www.hphconferences.org/warsaw2019
- 2. Associated Events: Conference Dinner.
- 3. The fee is to be paid according to VI (12) of the Terms and Conditions.

- 4. The Participation in Associated Events requires a separate application, which will be accepted: a. Before the Conference, as long as the seats are available, but no later than 5 May 2019, based on the online application in the Coffee System (www.hphconferences.org/warsaw2019); fill in the items related to Associated Events.
- b. At the Conference only if there are free seats, at the Conference Office stand, when open.
- 5. The confirmation by the Local Conference Organiser of the Conference of the participation in Associated Events will be sent together with the confirmation of the participation in the Conference.

VIII. Resignation from the participation in the Conference or Associated Events

- 1. The registered Participant of the Conference has the right to cancel their participation in the Conference or Associated Events without specifying the cause for their resignation.
- 2. The resignation from the participation must be sent in the form of a scanned copy of a declaration signed by the Participant to participants@zizce.edu.pl. The e-mail containing the resignation should be sent from the address indicated during the registration.
- 3. In the case of the resignation received by the Local Conference Organiser:
- a. before 22 March 2019, accordingly, the Participant or Sending Entity will be refunded 50% of the conference fee or fee for Associated Events, whereas all bank fees will be covered by the Participant or Sending Entity. b. after 22 March 2019 the Participant or Sending Entity will not be eligible for a refund of any amount of the conference fee or fee for Associated Events.

The provisions of pts. a. and b. do not apply to Consumers in the case of whom general legal provisions effective in Poland apply. The Consumer who concluded the agreement remotely may withdraw from it within 14 (fourteen) days without specifying the cause and without incurring any costs.

- 4. The conference fees and fees for Associated Events will be refunded:
- a. in the case of a wire transfer to the bank account indicated by the Participant or Sending Entity, together with all the data necessary for ordering a foreign transfer, to the e-mail address: participants@zizce.edu.pl b. in the case of a credit card only to the card used while making the payment. Send all the information necessary for ordering a foreign transfer of money to the e-mail address: participants@zizce.edu.pl

In the cases described at pts. a. and b., the e-mail containing the data for the refund should be sent from the e-mail address indicated during the registration.

5. If the conditions for the refund are met, the fees will be refunded up to 8 (eight) weeks after the Conference. This provision does not apply to Consumers in the case of whom general legal provisions effective in Poland apply.

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IX. Personal data

- 1. If the Party to the Agreement is the Sending Entity, the Controller of the Participants' personal data, provided to the Local Conference Organiser of the Conference by the Sending Entity, is the Sending Entity. The Sending Entity, by filling in the application form, confirms that they are entitled to process the submitted personal data for the fulfilment of this Agreement. The Sending Entity, by concluding the Agreement for the participation in the Conference with the Local Conference Organiser, delegates the processing of this data to the Executive Organiser of the Conference for the purposes of this Agreement on the terms specified in the personal data processing agreement, which is Annex 1 to the Terms and Conditions. The provisions of paragraph 3 below do not apply to the personal data submitted by the Sending Entity.
- 2. If the Participant, who is a natural person, is a party to the Agreement, the Controller of their personal data, submitted to the Local Conference Organiser of the Conference, is ZiZ Centrum Edukacji Sp. z o.o., with the office registered in Kraków, ul. Garbarska 13/3, 31-131 Kraków, entered into the register of entrepreneurs kept by the District Court for Kraków-Śródmieście in Kraków, 11th Commercial Division of the National Court Register, under KRS: 0000372884, NIP 6751441883, REGON 121417864, share capital PLN 58,000.00 (hereinafter as: "Data Controller"). Personal data is processed on the terms specified below.
- 3. The Data Controller may be contacted in the following manner:
- a. by mail, at the registered office address provided at paragraph 2 above;
- b. by e-mail at: participants@zizce.edu.pl;
- c. by telephone at 00 48 12 422 09 20
- 4. The personal data of the Participant's is processed for the fulfilment of the Agreement. The legal basis for this processing is Art. 6 (1) (b) GDPR.
- 5. The personal data is processed for the fulfilment of the Agreement for participating in the Conference or pursuant to Art. 6 (1) (b) GDPR. The Participant's personal data may also be processed to defend the Data Controller against legal claims or in relation to asserting the Controller's legal claims, further - for tax settlements based on a legally justified interest of the Controller, as their business interests are safeguarded (Art. 6 (1) (f) GDPR).
- 6. The personal data may be submitted to other entities processing the data at the request of the Data Controller, such as: entities providing IT, accounting and legal services, as well as services related to the organisation of the Conference. The personal data may be submitted to the Conference Programme Organiser for the purpose of the organisation of the Conference.
- 7. The Participant's submission of personal data is voluntary, whereas the refusal to provide the data for the fulfilment of the Agreement for participating in the Conference will prevent the conclusion and fulfilment of this Agreement.
- 8. No personal data will be submitted to third countries or international organisations.
- 9. The personal data will be processed until potential legal claims expire.

- 10. Pursuant to GDPR, the Participant has the following rights:
- a. to access their data and to receive its copy;
- b. to rectify their data;
- c. to have their personal data removed;
- d. to have the processing of their data limited;
- e. to transfer their data;
- f. to object to the processing of their data

Each time, to confirm if and in what scope the aforementioned rights are granted to the Participant, and within the scope of their application, the Participant may contact the Controller by sending correspondence to the address provided in paragraph 3 above.

- 11. The Participant has the right to complain to the supervisory authority, which is the President of the Office for Personal Data Protection address: ul. Stawki 2, 00-193 Warszawa.
- 12. The personal data will NOT be processed for the purpose of automated decision making, including profiling.

X. Final provisions

- 1. In case the Conference or Associated Event is cancelled due to the fault of the Local Conference Organiser of the Conference, the entire registration fee will be refunded on behalf of the Participant or Sending Entity, respectively. As for Consumers, general legal provisions effective in Poland apply.
- 2. The Local Conference Organiser reserves the right to change, for important reasons, the programme of the Conference or Associated Events after 15 May 2019 and to change the location of Associated Events.
- 3. To the extent allowed under Polish law, the Local Conference Organiser of the Conference excludes their responsibility for damage incurred by the Participants and Sending Entity related to the organisation, holding, cancellation or deferral of the Conference. The Local Conference Organiser of the Conference does not assume responsibility for benefits lost by the Participants or Sending Entity within this scope. If the legal claims due to the contractual damage and illegal act coincide, the Participant or Sending Entity may request that the damage be repaired only within the bounds indicated above. As for Consumers, general legal provisions effective in Poland apply.
- 4. The Participants and Sending Entity undertake to observe fire protection and OSH provisions.
- 5. The Participants and Sending Entity are responsible for their belongings at the Conference venue.
- 6. The Participants and Sending Entity are obliged to remedy the damage done on general terms.
- 7. As for the relations between the Local Conference Organiser and Participant/Sending Entity, with regard to all matters not covered or governed within the scope of these Terms and Conditions provisions of Polish law apply. 8. Address all questions, remarks and complaints related to the Conference or Associated Events, including the registration process, by e-mail at participants@zizce.edu.pl.

Annexes:

Annex 1 – personal data processing agreement template

Agreement for the Sending Entity's provision of the Participants' personal data for processing

- 1. The Sending Entity declares that they are the controller of personal data within the meaning of Art. 4 (7) of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of natural persons as regards personal data processing, on the free movement of such data and on the repeal of Directive 95/46/EC (hereinafter as "GDPR") of the Participants registered for the Conference or Associated Events, organised by ZIZ Centrum Edukacji sp. z o.o. with the office registered in Kraków, ul. Garbarska 13/3, 31-131 Kraków, entered into the register of entrepreneurs kept by the District Court for Kraków Śródmieście in Kraków, 11th Commercial Division of the National Court Register under KRS: 0000372884, NIP 6751441883, REGON 121417864, share capital PLN 58,000.00 (hereinafter as the "Local Conference Organiser").
- 2. The Sending Entity declares that they are entitled to submit the Participants' personal data for processing related to the organisation of the Conference.
- 3. The Local Conference Organiser declares that they will process the submitted personal data only for the fulfilment of the agreement for the participation in the Conference pursuant to the rules specified in GDPR; the Local Conference Organiser assures that they will take all the measures required under Art. 32 GDPR and will ensure that individuals eligible to process the submitted personal data undertake to keep this information confidential.
- 4. The Local Conference Organiser undertakes to delete the personal data after the provision of processing services, unless the law of the EU or member state orders that the data be stored.
- 5. The Sending Entity agrees that the Local Conference Organiser, while processing the submitted personal data, may use services of another processing entity at the Local Conference Organiser request. The Local Conference Organiser uses services of subcontractors providing the Coffee system, that is the IT system for the registration of the Participants. The personal data may be submitted to the Conference Programme Organiser for the purpose of organising the Conference, whereas the Sending Entity hereby consents to its further processing within the aforementioned scope. The Local Conference Organiser informs the Sending Entity by e-mail or otherwise about any intended changes related to adding or replacing other processing entities.
- 6. The Local Conference Organiser undertakes to have further entities processing data at their request process the data pursuant to the terms and conditions specified in the consent granted by the Sending Entity and pursuant to the provisions of GDPR and other legal provisions, also to have these entities keep all personal data fully confidential and meet the requirements mentioned in Art. 32 GDPR.
- 7. The Local Conference Organiser undertakes to help the Sending Entity fulfil the duties specified in Art. 32–36 GDPR.
- 8. The Local Conference Organiser will share with the Sending Entity all the information necessary to demonstrate the fulfilment of the obligations specified in GDPR and will allow the Entity or auditor authorised by them to perform audits, including inspections, and will contribute to them.



Terms and Conditions of the Participation in the HPH Summer School and/or Newcomers Workshop

I. Definitions

The meanings of the terms written with capital letters in these rules are as follows:

- 1. **Terms and Condition** these rules, which are the contents of the Agreement for the participation in the HPH Summer School and/or Newcomers Workshop
- 2. **Agreement** the agreement for the Participant to attend the HPH Summer School and/or Newcomers Workshop.
- 3. **The Local Organizer** ZiZ Centrum Edukacji Sp. z o.o., with the office registered in Krakow, 31- 131 Krakow, ul. Garbarska 13/3, NIP 675-144-18-8, REGON 121417864, entered in the register of entrepreneurs of the National Court Register kept by the District Court for Kraków Śródmieście in Krakow, 11th Commercial Division of the National Court Register under KRS 0000372884, share capital: PLN 58,000.00.
- 4. **HPH Summer School and Newcomers Workshop Organizer** The International HPH Secretariat. Nordre Fasanvej 57, Building 14, Entrance 5 * DK-2000 Frb.
- 5. **Modules** the Summers School and Newcomers Workshop, held on 28th May 2019 in Warsaw at the Golden Floor, al. Jerozolimskie 123a, 02-017 Warszawa,
- 6. **Participant** an attendee of the Modules on the terms specified in the Terms and Conditions, regardless of this person's status.
- 7. **Sending Entity** an entity signing the Agreement for one or more Participants' attendance at the HPH Summer School and/or Newcomers Workshop in the entity's own name.
- 8. **Consumer** a natural person involved in a legal activity with the entrepreneur, which activity is not directly related to this person's business or career.
- 9. **GDPR** the Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of natural persons as regards personal data processing, on the free movement of such data and on the repeal of Directive 95/46/EC (General Data Protection Regulation).

II. Parties to the Agreement

- 1. The Party to the Agreement for the participation in the Modules may be: a. Participant or
- b. Sending Entity.
- 2. If the Sending Entity is a Party to the Agreement, the agreement is signed in the Entity's own name, yet on behalf of the Participants indicated by the Entity during the registration. The Sending Entity is especially obliged to pay fees for the chosen modules for all registered Participants; the Entity is also responsible for these Participants' observing the Terms and Conditions. The Sending Entity undertakes to have the registered Participants know the Terms and Conditions and any arrangements.
- III. Conclusion of the Agreement registration

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1. The conclusion of the Agreement is in effect once the Participant is registered, which is confirmed by the Local Organizer.

However, aside from signing the Agreement, the participation in the Modules necessitates paying the full fee for the chosen modules.

- 2. The registration for the Modules is online only, via the Coffee registration system, available at www.hphconferences.org/warsaw2019. The online registration will be open until 15 May 2019.
- 3. The Local Organizer reserves the right to close the registration earlier, when no more seats are available. The information on the availability of the seats and information on closing the registration will be published at www.hphconferences.org/warsaw2019.
- 4. The online registration is available to:
- a. The Participant himself/herself, within the scope of their participation in the Modules
- b. The Sending Entity on behalf of the Participants indicated during the Registration.
- 5. In order to register the Participant, provide all the data required by the system, to be exact: a. as for the individual registration of the Participant:
- i. full name
- ii. e-mail address, which if the registration is successful will become a unique identifier (login) for the registration in the Coffee programme
- iii. Gender
- iv. country
- v. telephone number
- vi. invoice data
- b. as for the registration of a group by the Sending Entity:
- i. e-mail address of the group coordinator's, which if the registration is successful will become a unique identifier (login) for the registration in the Coffee programme
- ii. invoice data
- iii. Participants' full names
- iv. Participants' e-mail addresses
- v. Participants' genders
- vi. Participants' countries of origin
- 6. The e-mail address specified during the registration will be used: to confirm the registration, to confirm the payment, to remind one about the nearing registration and payment deadlines, to send information related to the organization of the Modules.
- 7. The registration confirmation will be sent automatically by the Coffee system, if the registration is successful. If no confirmation is received within 5 (five) days since the registration, contact the Local Organizer to make sure that the registration was successful.

IV. Conference Programme

The projected programme assumptions for the HPH Summer School and Newcomers Workshop are available at www.hphconferences.org/warsaw2019. The HPH Summer School and Newcomers Workshop Programme will be made available no later than 15 May 2019.

V. Conference fee

- 1. The fee for participation in HPH Summer School is 120 EUR and in Newcomers Workshop is 40 EUR.
- 2. The fees indicated above include the Polish VAT.
- 3. The entity paying the modules fee, in other words the Participant or Sending Entity, is obliged to cover, within their own scope, all costs, commissions and fees on behalf of third entities for payments made, especially international wire transfers.
- 4. If the modules fee is credited to the Local Organizer's bank account in an amount lower than as specified above (see VI.1), accordingly the Participant or Sending Entity is obliged to pay the Local Organizer the missing amount within 7 (seven) days from the notification.
- 5. The Modules fee includes:
- a. for Summer School: Participation in the Summer School on 28 May 2019
- b. for Newcomers Workshop: Participation in the Newcomers Workshop on 28 May 2019.
- 6. The Local Organizer does not provide other services aside from the ones directly specified in the Terms and Conditions; the Local Organizer especially does not provide accommodation, individual hotel bookings, excursions, other trips; on this account, they are not included in the conference fee and; further, the Local Organizer is not responsible for their organization (including the provision of services the Local Organizer only recommends).
- 7. The payment for the participation in the Modules may be made via:
- a. wire transfer:

Bank name: mbank s.a.

Bank address: Kraków, ul. Augustiańska 15 IBAN: PL 65 1140 1081 0000 2164 4100 1002 SWIFT/BIC/SHORT CODE; BREXPLPW

With the postscript "HPH2019, HPH Summer School, Newcomers Workshop", NRK number generated by the Coffee registration system and full name of the person for whom the payment is being made

- b. Credit card (system supported by eCard S.A)
- Visa
- Visa Electron
- MasterCard

- Maestro
- Masterplan
- 8. Accordingly, the Participant or Sending Entity is obliged to make the wire transfer with the NRK number and full name of the Participant for whom the payment is being made.
- 9. The Participant or Sending Entity is obliged to incur additional fees when:
- a. the Participant is changed after the registration in the amount of EUR 40 for each change of this sort,
- b. in the case of changes after the invoice is issued, which changes are attributable to the Participant or Sending Entity in the amount of EUR 30 for each change of this sort.
- 10. The participation in the Modules will be possible after presenting the badge or ticket, received from the Organiser..The Participants are obliged to take care of these documents.

VI. Resignation from the participation in the Modules

- 1. The registered Participant has the right to cancel their participation in the Modules without specifying the cause for their resignation.
- 2. The resignation from the participation must be sent in the form of a scanned copy of a declaration signed by the Participant to participants@zizce.edu.pl. The e-mail containing the resignation should be sent from the address indicated during the registration.
- 3. In the case of the resignation received by the Local Organizer:
- a. before 22 March 2019, accordingly, the Participant or Sending Entity will be refunded 50% of the modules fee, whereas all bank fees will be covered by the Participant or Sending Entity.
- b. after 22 March 2019 the Participant or Sending Entity will not be eligible for a refund of any amount of the modules fee.

The provisions of pts. a. and b. do not apply to Consumers in the case of whom general legal provisions effective in Poland apply. The Consumer who concluded the agreement remotely may withdraw from it within 14 (fourteen) days without specifying the cause and without incurring any costs.

- 4. The Modules fees will be refunded:
- a. in the case of a wire transfer to the bank account indicated by the Participant or Sending Entity, together with all the data necessary for ordering a foreign transfer, to the e-mail address: participants@zizce.edu.pl b. in the case of a credit card only to the card used while making the payment. Send all the information necessary for ordering a foreign transfer of money to the e-mail address: participants@zizce.edu.pl

In the cases described at pts. a. and b., the e-mail containing the data for the refund should be sent from the e-mail address indicated during the registration.

5. If the conditions for the refund are met, the fees will be refunded up to 8 (eight) weeks after the Modules. This provision does not apply to Consumers in the case of whom general legal provisions effective in Poland apply.

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VII. Personal data

- 1. If the Party to the Agreement is the Sending Entity, the Controller of the Participants' personal data, provided to the Local Organizer by the Sending Entity, is the Sending Entity. The Sending Entity, by filling in the application form, confirms that they are entitled to process the submitted personal data for the fulfilment of this Agreement. The Sending Entity, by concluding the Agreement for the participation in the Conference with the Local Organizer, delegates the processing of this data to the Local Organizer for the purposes of this Agreement on the terms specified in the personal data processing agreement, which is Annex 1 to the Terms and Conditions. The provisions of paragraph 3-12 below do not apply to the personal data submitted by the Sending Entity.
- 2. If the Participant, who is a natural person, is a party to the Agreement, the Controller of their personal data, submitted to the Local Organizer, is ZiZ Centrum Edukacji Sp. z o.o., with the office registered in Kraków, ul. Garbarska 13/3, 31-131 Kraków, entered into the register of entrepreneurs kept by the District Court for Kraków-Śródmieście in Kraków, 11th Commercial Division of the National Court Register, under KRS: 0000372884, NIP 6751441883, REGON 121417864, share capital PLN 58,000.00 (hereinafter as: "Data Controller"). Personal data is processed on the terms specified below.
- 3. The Data Controller may be contacted in the following manner:
- a. by mail, at the registered office address provided at paragraph 2 above; b. by e-mail at: participants@zizce.edu.pl;
- c. by telephone at 00 48 12 422 09 20
- 4. The personal data of the Participant's is processed for the fulfilment of the Agreement. The legal basis for this processing is Art. 6 (1) (b) GDPR.
- 5. The personal data is processed for the fulfilment of the Agreement for participating in the Modules or pursuant to Art. 6 (1) (b) GDPR. The Participant's personal data may also be processed to defend the Data Controller against legal claims or in relation to asserting the Controller's legal claims, further - for tax settlements based on a legally justified interest of the Controller, as their business interests are safeguarded (Art. 6 (1) (f) GDPR).
- 6. The personal data may be submitted to other entities processing the data at the request of the Data Controller, such as: entities providing IT, accounting and legal services, as well as services related to the organisation of the Conference. The personal data may be submitted to the HPH Summer School and Newcomers Workshop Organizer for the purpose of the organisation of the Modules.
- 7. The Participant's submission of personal data is voluntary, whereas the refusal to provide the data for the fulfilment of the Agreement for participating in the Modules will prevent the conclusion and fulfilment of this Agreement.
- 8. No personal data will be submitted to third countries or international organisations.
- 9. The personal data will be processed until potential legal claims expire.
- 10. Pursuant to GDPR, the Participant has the following rights:

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- a. to access their data and to receive its copy; b. to rectify their data;
- c. to have their personal data removed;
- d. to have the processing of their data limited;
- e. to transfer their data;
- f. to object to the processing of their data;

Each time, to confirm if and in what scope the aforementioned rights are granted to the Participant, and within the scope of their application, the Participant may contact the Controller by sending correspondence to the address provided in paragraph 3 above.

- 11. The Participant has the right to complain to the supervisory authority, which is the President of the Office for Personal Data Protection – address: ul. Stawki 2, 00-193 Warszawa.
- 12. The personal data will not be processed for the purpose of automated decision making, including profiling.

VIII. Final provisions

- 1. In case the Modules are cancelled due to the fault of the Local Organizer, the entire registration fee will be refunded on behalf of the Participant or Sending Entity, respectively. As for Consumers, general legal provisions effective in Poland apply.
- 2. The Local Organizer reserves the right to change, for important reasons, the programme of the HPH Summer School and Newcomers Workshop after 15 May 2019.
- 3. To the extent allowed under Polish law, the Local Organizer excludes their responsibility for damage incurred by the Participants and Sending Entity related to the organization, holding, cancellation or deferral of the Preconference. The Local Organizer of the Preconference does not assume responsibility for benefits lost by the Participants or Sending Entity within this scope. If the legal claims due to the contractual damage and illegal act coincide, the Participant or Sending Entity may request that the damage be repaired only within the bounds indicated above. As for Consumers, general legal provisions effective in Poland apply.
- 4. The Participants and Sending Entity undertake to observe fire protection and OSH provisions.
- 5. The Participants and Sending Entity are responsible for their belongings at the Conference venue.
- 6. The Participants and Sending Entity are obliged to remedy the damage done on general terms.
- 7. As for the relations between the Local Organizer and Participant/Sending Entity, with regard to all matters not covered or governed within the scope of these Terms and Conditions provisions of Polish law apply.
- 8. Address all questions, remarks and complaints related to the Modules, including the registration process, by email at participants@zizce.edu.pl.



Annexes:

Annex 1 – personal data processing agreement template

Agreement for the Sending Entity's provision of the Participants' personal data for processing

- 1. The Sending Entity declares that they are the controller of personal data within the meaning of Art. 4 (7) of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of natural persons as regards personal data processing, on the free movement of such data and on the repeal of Directive 95/46/EC (hereinafter as "GDPR") of the Participants registered for the HPH Summer School and/or Newcomers Workshop organised by ZIZ Centrum Edukacji sp. z o.o. with the office registered in Kraków, ul. Garbarska 13/3, 31-131 Kraków, entered into the register of entrepreneurs kept by the District Court for Kraków Śródmieście in Kraków, 11th Commercial Division of the National Court Register under KRS: 0000372884, NIP 6751441883, REGON 121417864, share capital PLN 9,000.00 (hereinafter as the "Organizer").
- 2. The Sending Entity declares that they are entitled to submit the Participants' personal data for processing related to the organisation of the HPH Summer School and/or Newcomers Workshop.
- 3. The Organizer declares that they will process the submitted personal data only for the fulfilment of the agreement for the participation in the HPH Summer School and/or Newcomers Workshop pursuant to the rules specified in GDPR; the Organizer assures that they will take all the measures required under Art. 32 GDPR and will ensure that individuals eligible to process the submitted personal data undertake to keep this information confidential.
- 4. The Organizer undertakes to delete the personal data after the provision of processing services, unless the law of the EU or member state orders that the data be stored.
- 5. The Sending Entity agrees that the Organizer, while processing the submitted personal data, may use services of another processing entity at the Organizer's request. The Organizer uses services of subcontractors providing the Coffee system, that is the IT system for the registration of the Participants. The personal data may be submitted to the International HPH Secretariat for the purpose of organising the HPH Summer School and/or Newcomers Workshop, whereas the Sending Entity hereby consents to its further processing within the aforementioned scope. The Organizer informs the Sending Entity by e-mail or otherwise about any intended changes related to adding or replacing other processing entities.
- 6. The Organizer undertakes to have further entities processing data at their request process the data pursuant to the terms and conditions specified in the consent granted by the Sending Entity and pursuant to the provisions of GDPR and other legal provisions, also to have these entities keep all personal data fully confidential and meet the requirements mentioned in Art. 32 GDPR.
- 7. The Organizer undertakes to help the Sending Entity fulfil the duties specified in Art. 32–36 GDPR.
- 8. The Organizer will share with the Sending Entity all the information necessary to demonstrate the fulfilment of the obligations specified in GDPR and will allow the Entity or auditor authorised by them to perform audits, including inspections, and will contribute to them.



Terms and Conditions of the Participation in the GLOBAL NETWORK TOBACCO-FREE CONFERENCE / GOLD FORUM

I. Definitions

The meanings of the terms written with capital letters in these rules are as follows:

- 1. **Terms and Condition** these rules, which are the contents of the Agreement for the participation in the Preconference.
- 2. Agreement the agreement for the Participant to attend the Preconference.
- 3. **The Local Organizer** ZiZ Centrum Edukacji Sp. z o.o., with the office registered in Krakow, 31- 131 Krakow, ul. Garbarska 13/3, NIP 675-144-18-8, REGON 121417864, entered in the register of entrepreneurs of the National Court Register kept by the District Court for Kraków Śródmieście in Krakow, 11th Commercial Division of the National Court Register under KRS 0000372884, share capital: PLN 58.000.00.
- 4. The Preconference Programme Organizer GLOBAL NETWORK FOR TOBACCO-FREE HEALTHCARE SERVICES, with the office registered in Irleand, Administrative Office, 205 Ground Floor, Lower Rathmines Road. D06 A4E2 Dublin.
- 5. **Preconference** the GLOBAL NETWORK TOBACCO-FREE CONFERENCE / GOLD FORUM, held on 29th May 2019 in Warsaw at the Marriott Warsaw Hotel, al. Jerozolimskie 65/79, 00-697 Warszawa,
- 6. **Participant** an attendee of the Preconference on the terms specified in the Terms and Conditions, regardless of this person's status.
- 7. **Sending Entity** an entity signing the Agreement for one or more Participants' attendance at the Conference in the entity's own name.
- 8. **Consumer** a natural person involved in a legal activity with the entrepreneur, which activity is not directly related to this person's business or career.
- 9. **GDPR** the Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of natural persons as regards personal data processing, on the free movement of such data and on the repeal of Directive 95/46/EC (General Data Protection Regulation).

II. Parties to the Agreement

- 1. The Party to the Agreement for the participation in the Preconference may be:
- a. Participant or
- b. Sending Entity.
- 2. If the Sending Entity is a Party to the Agreement, the agreement is signed in the Entity's own name, yet on behalf of the Participants indicated by the Entity during the registration. The Sending Entity is especially obliged to pay conference fees or fees for Associated Events for all registered Participants; the Entity is also responsible for these Participants' observing the Terms and Conditions. The Sending Entity undertakes to have the registered Participants know the Terms and Conditions and any arrangements.



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III. Conclusion of the Agreement - registration

1. The conclusion of the Agreement is in effect once the Participant is registered, which is confirmed by the Local Organizer.

However, aside from signing the Agreement, the participation in the Preconference necessitates paying the full Preconference fee.

- 2. The registration for the Preconference is online only, via the Coffee registration system, available at www.hphconferences.org/warsaw2019. The online registration will be open until 5 May 2019.
- 3. The Local Organizer reserves the right to close the registration earlier, when no more seats are available. The information on the availability of the seats and information on closing the registration will be published at www.hphconferences.org/warsaw2019.
- 4. The online registration is available to:
- a. The Participant himself/herself, within the scope of their participation in the Preconference
- b. The Sending Entity on behalf of the Participants indicated during the Registration.
- 5. In order to register the Participant, provide all the data required by the system, to be exact:
- a. as for the individual registration of the Participant:
- ii. e-mail address, which if the registration is successful will become a unique identifier (login) for the registration in the Coffee programme
- iii. Gender
- iv. country
- v. telephone number
- vi. invoice data
- b. as for the registration of a group by the Sending Entity:
- i. e-mail address of the group coordinator's, which if the registration is successful will become a unique identifier (login) for the registration in the Coffee programme
- ii. invoice data
- iii. Participants' full names
- iv. Participants' e-mail addresses
- v. Participants' genders
- vi. Participants' countries of origin
- 6. The e-mail address specified during the registration will be used: to confirm the registration, to confirm the payment, to remind one about the nearing registration and payment deadlines, to send information related to the organization of the Preconference.
- 7. The registration confirmation will be sent automatically by the Coffee system, if the registration is successful. If no confirmation is received within 5 (five) days since the registration, contact the Local Organizer to make sure that the registration was successful.

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IV. Conference Programme

The projected programme assumptions for the Preconference are available at www.hphconferences.org/warsaw2019. The Preconference Programme will be made available no later than 15 May 2019.

V. Conference fee

- 1. The fee for the participation in the preconference is 110 EUR.
- 2. The preconference fee indicated above includes the Polish VAT.
- 3. The entity paying the conference fee, in other words the Participant or Sending Entity, is obliged to cover, within their own scope, all costs, commissions and fees on behalf of third entities for payments made, especially international wire transfers.
- 4. If the conference fee is credited to the Local Organizer's bank account in an amount lower than as specified above (see VI.1), accordingly the Participant or Sending Entity is obliged to pay the Local Organizer the missing amount within 7 (seven) days from the notification.
- 5. The preconference fee includes:
- a. Participation in the Preconference on 29 May 2019
- b. Light lunch and coffee break on 29 May 2019
- 6.The Local Organizer does not provide other services aside from the ones directly specified in the Terms and Conditions; the Local Organizer especially does not provide accommodation, individual hotel bookings, excursions, other trips; on this account, they are not included in the conference fee and; further, the Local Organizer is not responsible for their organization (including the provision of services the Local Organizer only recommends).
- 7. The payment for the participation in the Preconference may be made via:

a. wire transfer:

Bank name: mbank s.a.

Bank address: Kraków, ul. Augustiańska 15 IBAN: PL 65 1140 1081 0000 2164 4100 1002 SWIFT /BIC/SHORT CODE; BREXPLPW

With the postscript "HPH2019, Precoference", NRK number generated by the Coffee registration system and full name of the person for whom the payment is being made

- b. Credit card (system supported by eCard S.A)
- Visa
- Visa Electron
- MasterCard

- Maestro
- Masterplan
- c. Credit card at the conference applies only to payments accepted as the "registration on site" (system supported by POLCARD)
- Visa
- Visa Electron
- MasterCard
- Maestro
- Masterplan
- China UnionPay
- 8. Accordingly, the Participant or Sending Entity is obliged to make the wire transfer with the NRK number and full name of the Participant for whom the payment is being made.
- 9. After 5 May 2019, the preconference fee can only be paid on site, at the Conference Venue.
- 10. The Participant or Sending Entity is obliged to incur additional fees when:
- a. the Participant is changed after the registration in the amount of EUR 40 for each change of this sort,
- b. in the case of changes after the invoice is issued, which changes are attributable to the Participant or Sending Entity in the amount of EUR 30 for each change of this sort.
- 11. The participation in the Preonference will be possible after presenting the badge or ticket, received from the Organiser..The Participants are obliged to take care of these documents.

VI. Resignation from the participation in the Preconference

- 1. The registered Participant of the Preconference has the right to cancel their participation in the Preconference without specifying the cause for their resignation.
- 2. The resignation from the participation must be sent in the form of a scanned copy of a declaration signed by the Participant to participants@zizce.edu.pl. The e-mail containing the resignation should be sent from the address indicated during the registration.
- 3. In the case of the resignation received by the Local Organizer:
- a. before 22 March 2019, accordingly, the Participant or Sending Entity will be refunded 50% of the preconference fee, whereas all bank fees will be covered by the Participant or Sending Entity.
- b. after 22 March 2019 the Participant or Sending Entity will not be eligible for a refund of any amount of the preconference fee.

The provisions of pts. a. and b. do not apply to Consumers in the case of whom general legal provisions effective in Poland apply. The Consumer who concluded the agreement remotely may withdraw from it within 14 (fourteen) days without specifying the cause and without incurring any costs.

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- 4. The preconference fees will be refunded:
- a. in the case of a wire transfer to the bank account indicated by the Participant or Sending Entity, together with all the data necessary for ordering a foreign transfer, to the e-mail address: participants@zizce.edu.pl b. in the case of a credit card only to the card used while making the payment. Send all the information necessary for ordering a foreign transfer of money to the e-mail address: participants@zizce.edu.pl

In the cases described at pts. a. and b., the e-mail containing the data for the refund should be sent from the e-mail address indicated during the registration.

5. If the conditions for the refund are met, the fees will be refunded up to 8 (eight) weeks after the Preconference. This provision does not apply to Consumers in the case of whom general legal provisions effective in Poland apply.

VII. Personal data

- 1. If the Party to the Agreement is the Sending Entity, the Controller of the Participants' personal data, provided to the Local Organizer of the Preconference by the Sending Entity, is the Sending Entity. The Sending Entity, by filling in the application form, confirms that they are entitled to process the submitted personal data for the fulfilment of this Agreement. The Sending Entity, by concluding the Agreement for the participation in the Preconference with the Local Organizer, delegates the processing of this data to the Executive Organizer of the Preconference for the purposes of this Agreement on the terms specified in the personal data processing agreement, which is Annex 1 to the Terms and Conditions. The provisions of paragraph 3 12 below do not apply to the personal data submitted by the Sending Entity.
- 2. If the Participant, who is a natural person, is a party to the Agreement, the Controller of their personal data, submitted to the Local Organizer,is ZiZ Centrum Edukacji Sp. z o.o., with the office registered in Kraków, ul. Garbarska 13/3, 31-131 Kraków, entered into the register of entrepreneurs kept by the District Court for Kraków-Śródmieście in Kraków, 11th Commercial Division of the National Court Register, under KRS: 0000372884, NIP 6751441883, REGON 121417864, share capital PLN 58,000.00 (hereinafter as: "Data Controller"). Personal data is processed on the terms specified below.
- 3. The Data Controller may be contacted in the following manner:
- a. by mail, at the registered office address provided at paragraph 2 above;
- b. by e-mail at: participants@zizce.edu.pl;
- c. by telephone at 00 48 12 422 09 20
- 4. The personal data of the Participant's is processed for the fulfilment of the Agreement. The legal basis for this processing is Art. 6 (1) (b) GDPR.
- 5. The personal data is processed for the fulfilment of the Agreement for participating in the Preconference or pursuant to Art. 6 (1) (b) GDPR. The Participant's personal data may also be processed to defend the Data Controller against legal claims or in relation to asserting the Controller's legal claims, further for tax settlements based on a legally justified interest of the Controller, as their business interests are safeguarded (Art. 6 (1) (f) GDPR).

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- 6. The personal data may be submitted to other entities processing the data at the request of the Data Controller, such as: entities providing IT, accounting and legal services, as well as services related to the organisation of the Conference. The personal data may be submitted to the Preconference Programme Organizer for the purpose of the organisation of the Preconference.
- 7. The Participant's submission of personal data is voluntary, whereas the refusal to provide the data for the fulfilment of the Agreement for participating in the Preconference will prevent the conclusion and fulfilment of this Agreement.
- 8. No personal data will be submitted to third countries or international organizations.
- 9. The personal data will be processed until potential legal claims expire.
- 10. Pursuant to GDPR, the Participant has the following rights:
- a. to access their data and to receive its copy; b. to rectify their data;
- c. to have their personal data removed;
- d. to have the processing of their data limited;
- e. to transfer their data;
- f. to object to the processing of their data;

Each time, to confirm if and in what scope the aforementioned rights are granted to the Participant, and within the scope of their application, the Participant may contact the Controller by sending correspondence to the address provided in paragraph 3 above.

- 11. The Participant has the right to complain to the supervisory authority, which is the President of the Office for Personal Data Protection – address: ul. Stawki 2, 00-193 Warszawa.
- 12. The personal data will not be processed for the purpose of automated decision making, including profiling.

XIII. Final provisions

- 1. In case the Preconference is cancelled due to the fault of the Local Organizer, the entire registration fee will be refunded on behalf of the Participant or Sending Entity, respectively. As for Consumers, general legal provisions effective in Poland apply.
- 2. The Local Organizer reserves the right to change, for important reasons, the programme of the Preconference after 15 May 2019.
- 3. To the extent allowed under Polish law, the Local Organizer excludes their responsibility for damage incurred by the Participants and Sending Entity related to the organization, holding, cancellation or deferral of the Preconference. The Local Organizer does not assume responsibility for benefits lost by the Participants or Sending Entity within this scope. If the legal claims due to the contractual damage and illegal act coincide, the Participant or Sending Entity may request that the damage be repaired only within the bounds indicated above. As for Consumers, general legal provisions effective in Poland apply.

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- 4. The Participants and Sending Entity undertake to observe fire protection and OSH provisions.
- 5. The Participants and Sending Entity are responsible for their belongings at the Conference venue.
- 6. The Participants and Sending Entity are obliged to remedy the damage done on general terms.
- 7. As for the relations between the Local Organizer and Participant/Sending Entity, with regard to all matters not covered or governed within the scope of these Terms and Conditions provisions of Polish law apply.
- 8. Address all questions, remarks and complaints related to the Preconference, including the registration process, by e-mail at participants@zizce.edu.pl.

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Annexes:

Annex 1 – personal data processing agreement template

Agreement for the Sending Entity's provision of the Participants' personal data for processing

- 1. The Sending Entity declares that they are the controller of personal data within the meaning of Art. 4 (7) of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of natural persons as regards personal data processing, on the free movement of such data and on the repeal of Directive 95/46/EC (hereinafter as "GDPR") of the Participants registered for the Conference or Associated Events, organised by ZIZ Centrum Edukacji sp. z o.o. with the office registered in Kraków, ul. Garbarska 13/3, 31-131 Kraków, entered into the register of entrepreneurs kept by the District Court for Kraków - Śródmieście in Kraków, 11th Commercial Division of the National Court Register under KRS: 0000372884, NIP 6751441883, REGON 121417864, share capital PLN 9,000.00 (hereinafter as the "Organizer").
- 2. The Sending Entity declares that they are entitled to submit the Participants' personal data for processing related to the organisation of the GLOBAL NETWORK TOBACCO-FREE CONFERENCE / GOLD FORUM.
- 3. The Organizer declares that they will process the submitted personal data only for the fulfilment of the agreement for the participation in the GLOBAL NETWORK TOBACCO-FREE CONFERENCE / GOLD FORUM pursuant to the rules specified in GDPR; the Organizer assures that they will take all the measures required under Art. 32 GDPR and will ensure that individuals eligible to process the submitted personal data undertake to keep this information confidential.
- 4. The Organizer undertakes to delete the personal data after the provision of processing services, unless the law of the EU or member state orders that the data be stored.
- 5. The Sending Entity agrees that the Organizer, while processing the submitted personal data, may use services of another processing entity at the Organizer's request. The Organizer uses services of subcontractors providing the Coffee system, that is the IT system for the registration of the Participants. The personal data may be submitted to the Global Network for Tobacco Free Healthcare Services for the purpose of organising the GLOBAL NETWORK TOBACCO-FREE CONFERENCE / GOLD FORUM, whereas the Sending Entity hereby consents to its further processing within the aforementioned scope. The Organizer informs the Sending Entity by e-mail or otherwise about any intended changes related to adding or replacing other processing entities.
- 6. The Organizer undertakes to have further entities processing data at their request process the data pursuant to the terms and conditions specified in the consent granted by the Sending Entity and pursuant to the provisions of GDPR and other legal provisions, also to have these entities keep all personal data fully confidential and meet the requirements mentioned in Art. 32 GDPR.
- 7. The Organizer undertakes to help the Sending Entity fulfil the duties specified in Art. 32–36 GDPR.
- 8. The Organizer will share with the Sending Entity all the information necessary to demonstrate the fulfilment of the obligations specified in GDPR and will allow the Entity or auditor authorised by them to perform audits, including inspections, and will contribute to them.

