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International Programs Office of Łazarski University

Regulations of the event entitled "Sustainability Exchange"

§ 1 General information

1. The organizer of the "Sustainability Exchange" event, hereinafter referred to as the Event, is Łazarski University in Warsaw, represented by the International Programs Office.
2. The aim of the Event is to engage international students in the promotion of sustainable development solutions visible in their countries and to create lasting mechanisms enabling the transfer of the initiative into the hands of students.
3. The event is open to all students.
4. All students can take part in the competition.
5. The event takes place in the form of a on-site event and is organized on an annual basis.
6. The second edition of the Event will take place in the academic year 2024/2025.

§ 2 Purposes and forms of presentation

1. Students are given full freedom to choose a topic related to sustainable development in their countries.
2. Presentations may be made in one of the following forms:
 - a) Multimedia presentation - a presentation in the form of slides with images, charts or graphics presenting a specific issue of sustainable development,
 - b) Video recording - students can create short films or videos in which they present their topics. These may be documentaries, interviews with experts, or animations,
 - c) Interactive presentation - students can prepare interactive presentations that engage participants by asking questions or conducting mini-games or quizzes about sustainable development,
 - d) Practical activities - students may decide to present practical sustainable development activities, for example by presenting ecological products, demonstrating recycling activities, or showing how sustainable technologies work in their country,
 - e) Lecture - students can choose a traditional form of presentation in which they will talk directly about their topics related to sustainable development, using only supporting materials such as notes.
3. There are three prizes to be awarded:
 - a) Creativity Award - this award may be awarded for the most creative and innovative approach to sustainable development,
 - b) Inspiration Award - this award may be awarded for the presentation that most inspired event participants to act for sustainable development,
 - c) Insight Award - This award may be given for the most insightful and thorough approach to a specific sustainability topic.
4. Presentations will be assessed by event observers based on votes cast via <https://www.mentimeter.com/>





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§ 3 Organizational stages

1. Event marketing campaign, preparation of the recruitment form and collection of applications from students via <https://forms.office.com/e/ybwT6js1hZ> - from October 28, 2024 to November 24, 2024.
2. Announcement of groups, assignment of mentors to help the groups and monitoring progress - from November 25, 2024 to December 4, 2024.
3. Collecting information from students regarding possible needs, e.g. technical ones - December 5, 2024.
4. Event Day - December 12, 2024.

§ 4 Mentors:

1. Dominika Dzwonkowska, PhD, Director of the Center for Circular Economics and Applied Ethics,
2. Aleksandra Laskowska-Rutkowska, PhD – Director of the Center for Logistics and Innovation, Faculty of Economics and Management,
3. Agnieszka Oleksyn-Wajda, PhD - Rector's Representative for ESG, Lecturer of Postgraduate Education Center,
4. [Hillwood Poland](#) Representative.

§ 5 Contact persons:

1. Katarzyna Zielińska, Institutional Erasmus+ Coordinator - erasmus@lazarski.edu.pl,
2. Anna Dmoch, Erasmus+ Program Specialist - erasmus@lazarski.edu.pl.

§ 6 Information on the principles of personal data processing

1. Pursuant to Art. 13 section 1 and section 2 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (hereinafter: GDPR) International Programs Office of Lazarski University informs that:
2. The administrator processing your personal data is Lazarski University, 02-662 Warszawa, ul. Swieradowska 43.
3. The Administrator has appointed a Data Protection Inspector, who can be contacted at - iod@lazarski.edu.pl
4. Your personal data is collected and processed only to the extent necessary for the implementation of the Event entitled: "Sustainability Exchange" and the Administrator's performance of obligations arising from the Act.
5. The basis for the processing of your personal data is Art. 6 section 1 letter b) and c) GDPR.
6. Your personal data will be stored by the Administrator for the statutory period necessary to achieve the above-mentioned purposes.
7. The recipients of your personal data will only be entities authorized to obtain personal data on the basis of legal provisions.
8. Your personal data will not be processed in an automated manner and will not be subject to profiling.





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9. You have the right to request from the Administrator access to personal data, the right to rectify it, delete it or limit processing, object to the processing of data and the right to transfer your data.
10. You have the right to lodge a complaint with the supervisory authority regarding the processing of your personal data.
11. If the processing of your personal data is based on your consent to data processing, you have the right to withdraw this consent at any time.
12. Providing personal data is voluntary, but necessary to achieve the purposes for which they were collected. Failure to provide data may result in the impossibility of achieving these goals.
13. Taking part in the competition with prizes is tantamount to consent to publishing the work/presentation on the Lazarski University website. The competition participant whose work is selected as the winner will transfer to the Organizer the copyright to the entire awarded work in all fields of exploitation, in particular in the field of recording, marketing, dissemination, lending and reproduction of the competition work. The transfer of copyrights to the competition entry is not limited in terms of the purpose of disseminating the competition entry, nor in terms of time and territory.

§ 7 Final provisions:

1. Regardless of the provisions of the Regulations, the Organizer has the right to announce to the Participants detailed rules of the Event, specify the presentation mode, etc. These announcements are binding on the Participant.
2. The participant has the right to submit requests to the employees of the International Programs Office regarding the rules of the Event, presentation mode, etc. Contact details: International Programs Office of Lazarski University, ul. Swieradowska 43, 02-662 Warsaw, Poland, room 307, sector D, 3rd floor, erasmus@lazarski.edu.pl, +48 22 54 35 365.
3. The Organizer is not responsible for items left at the Event premises.

