

**Formal conditions of participation for exhibitors in the 24th Science Picnic
of Polish Radio and the Copernicus Science Centre
on 9 May 2020, Warsaw**

1. Definitions:

The following terms shall have the following definitions, whether in the singular or the plural:

Declaration of participation - application form for participants of the Science Picnic, available on www.pikniknaukowy.pl, signed by the Exhibitor's representative (or by the Dean/University Rector in the case of scientific circles) and delivered on paper to the Copernicus Science Center;

Registration Form – application form for institutions participating in the Picnic that includes a description of Shows, to be completed in the registration system available at the Science Picnic's website www.pikniknaukowy.pl in the PARTICIPATION tab;

Exhibitor Coordinator – the person responsible for the organisation of the Shows and cooperation with the Organizer on the part of the Exhibitor; they must be a full-time employee of the institution or, in the case of institutions not employing persons on a full-time basis, a person authorised to represent the institution;

Map – a location map with the Science Picnic site plan and a legend including the locations of Stands, Stages, ambulances, etc.; the Maps shall be distributed for free during the Science Picnic to the Exhibitors and to the audience;

Stand Supervisor - a person in charge of the stand on the Picnic day (in the absence of the Exhibitor-Coordinator), responsible for the execution of the Shows and cooperation with the Organizer on the part of the Exhibitor; the role can be assumed only by a full-time employee of the institution, a full-time employee of the university (in the case of scientific circles), or a person officially authorized to represent the institution (in the case of institutions without full-time employees);

Organiser – Polskie Radio S.A. and the Copernicus Science Centre;

Picnic/Science Picnic – the "24th Science Picnic of Polish Radio and the Copernicus Science Centre" organized on 9 May 2020, in Warsaw at the "PGE Narodowy" Stadium;

Show – a scientific, popular scientific, educational or artistic interactive programme prepared by the Exhibitors;

Stage – a place where a Show is presented (on the condition that a Stage is provided at a given edition of the Picnic);

Scenario – a plan of Shows performed on the Stage, prepared by the Organiser on the basis of the approved Application Forms;

Order-Keeping and Information-Providing Services – persons appointed by the Organiser, including stewards employed by a security agency proving their status with an identity card, taking care of the security of people participating in the Science Picnic;

Stand – place (especially a tent) where the Shows prepared by the Exhibitor are held; elements of the tent equipment can only be stored outside the tent in places designated by the Organiser and marked on the map provided to the Exhibitors by the Organiser;

Exhibitor – an entity that files the Declaration of Participation and the Registration Form as specified herein, and is approved by the Organiser as an Exhibitor at the Science Picnic. The preliminary approval is provided in electronic form via an e-mail sent to the coordinator specified in the Declaration of Participation; the confirmation of participation in the Picnic shall be provided by the Organiser in written form.

Organising Team – the team appointed by the Organiser to perform the tasks related to the organisation of the Science Picnic.

2. In order to declare participation in the 24th Science Picnic and present Shows, an Exhibitor should:



- a) Fill in clearly and comprehensively the "Declaration of Participation", available on the website www.pikniknaukowy.pl, and deliver it by 19 November 2019 (date of postmark) to the headquarters of CSC, signed by head of the institution or any other person entitled to represent the institution (in which case a written proof of the entitlement should be attached) to the following address:

PIKNIK NAUKOWY
Centrum Nauki Kopernik
ul. Wybrzeże Kościuszkowskie 20
00-390 Warsaw, Poland

PLEASE NOTE – failure to submit the declaration in hard copy will result in rejection of the submission due to formal considerations

- b) the 'Registration Form', available at www.pikniknaukowy.pl, should be filled in and submitted directly from the website: www.pikniknaukowy.pl by 12.00 noon at 19 November 2019.
3. The entities that offer interesting scientific, popular scientific, educational or artistic shows related to the thematic scope of the Science Picnic are welcome to present their shows free of charge, provided that they are approved and included into the programme by the Organiser.
4. The Organiser reserves the right to refuse the participation of an entity willing to present their Shows during the Science Picnic, especially if the Organiser considers that:
- The Shows would not be of a scientific, popular scientific, educational or artistic character;
 - The Shows pose threat to the audience, the Exhibitor or the Organiser;
 - The Shows promote the products or technologies of a given entity.
5. The Applicant has the right to withdraw from participation in the Picnic until 6 March 2020. Should the Applicant cancel their participation after this date or be absent during the Picnic, they will be charged 1,000 PLN net to cover the organization costs of the Picnic.
6. During the Science Picnic, it is prohibited to advertise commercial items other than the ones of the Sponsors/Patrons of the Science Picnic.
7. During the Science Picnic, the Organiser shall be responsible for:
- the Science Picnic promotion and advertising;
 - obtaining consents and permissions necessary for the organisation of the Science Picnic;
 - technical infrastructure: tent, tables, small tables, chairs and access to electricity in the quantity and scope specified by the Organiser on the basis of information included in the Application form and taking into account the availability of resources of the Organiser.
 - medical care during the Science Picnic;
 - security for the public order and safety during the Science Picnic from the moment of arranging tents and Stages until their disassembly. The Exhibitor is responsible for safety during the Demonstrations;
 - sanitary facilities, including toilets and rubbish bins.
8. The Organiser shall provide no civil liability insurance for the Exhibitors. In addition, through the Declaration of their participation in the Science Picnic and signing of the Declaration of participation, the Exhibitor declare that they shall be liable to the Organiser and third parties involved in the Science Picnic for any damage or events occurring during the Science Picnic and resulting from actions or negligence of an Exhibitor or a third party employed by the Exhibitor to perform the Show at the Stands, on the Stage or within the area where the Science Picnic will be held.

Insurance shall cover the Exhibitor's civil liability for wrongs (tort liability) and civil liability for the damage caused by the non-performance or improper performance of an obligation (contract liability) with extensions for:



- a. damage arising from gross negligence;
- b. damage related to the use of explosive materials, chemical substances or fireworks, if there is such risk;
- c. damage caused by products put into circulation, if the risk exists;
- d. damage caused by contractors, if the Exhibitor uses the services of contractors or subcontractors.
- e. damages to property submitted and undergoing treatment, cleaning, repairs or other similar activities caused during and after the Science Picnic, when their cause lies in the work performed, if such risk exists;
- f. damages to property entrusted or under custody, supervision or control (third party insurance of the custodian), if such risk exists;
- g. damages incurred by employees of the Exhibitor (third party insurance of the employer);
- h. value of franchise deductible or own contribution in the maximum amount of 1 000 PLN.

Insurance should provide protection from damages incurred during, as well as before and after the Science Picnic, related to the setting up of the stand.

No deductible or excess with respect to personal injury is allowed. On a reasonable request from the Exhibitor, the Organiser may accept an insurance policy or another insurance document whose scope of coverage differs from the above description.

The minimum amount of liability insurance is:

PLN 2,000,000 - for Exhibitors who use hazardous materials as defined by the Act of February 25, 2011 on Chemical Substances and Mixtures (Journal of Laws 2019 No. 1225, consolidated text) during their shows;

PLN 250,000 - for other Exhibitors.

The protection applies only to activities specified in the Application Form.

The number of your insurance policy should be provided in the Application Form.

9. The Organiser shall not be responsible for the Exhibitors' property in the area of the Science Picnic.
10. Upon receiving an e-mail from the Organiser, the Exhibitor will collect the Science Picnic posters and leaflets prepared by the Organiser in the Polish Radio premises at Al. Niepodległości 77/85 in Warsaw. Posters and leaflets shall be distributed by the Exhibitor, in particular in the Exhibitor's premises.
11. The Exhibitor is obliged to present the Shows as they were described in the Application Form. Any amendments to the above require the Organiser's written consent or shall otherwise be null and void.
12. The Exhibitor is obliged to perform the show within the stand area between 11.00 am and 8.00 pm and assure safety at their own expense. If the Exhibitor uses electricity or hazardous fire materials for the Show (under Regulation of the Minister for Internal Affairs of 7.06.2010 concerning fire protection of buildings and other building structures and areas), they are obliged to have the appropriate type of fire extinguisher available at the stand. The Exhibitor is obliged to prepare the Stand for the Show on their own, and after the Show ends, to bring the Stand to its previous state (in particular, the Exhibitor is obliged to take away all their belongings, including stage design elements, lining, balloons, leaflets, etc.). The Exhibitor shall stop the Show immediately and notify the Organizer if safety rules have been violated in any way.
13. In order to prepare the Stand for the Demonstrations, vehicles shall be allowed to enter the Science Picnic site on 9 May 2020, between 6.30 a.m. and 9.45 a.m. The above-mentioned vehicles should leave the Science Picnic area by 10 a.m. on 9 May 2020, at the latest, and will be allowed to enter the Science Picnic area in order to pack up the Stands starting from 8.45 p.m. on 9 May 2020.
14. Entering the Science Picnic Area and the installation of equipment for the Stands shall be possible also on 8 May 2020 from 4 p.m. to 10 p.m.
15. The Organiser shall supply no electricity to the Stands during the installations on Friday, 8 May 2020. On Saturday, 9 May 2020, electricity shall be supplied to the Stands from 7 a.m.



16. It is permitted to drive vehicles solely on tarmac surface areas of the “PGE Narodowy” Stadium; it is prohibited to drive them on green areas. It is prohibited for exhibition vehicles to move around the “PGE Narodowy” Stadium before the end of the Picnic (10.30-20 .45 on May 9, 2020).
17. The Participant undertakes to install the Stand decorations so as not to cause destruction or damage to the surface of the area where the Event will be held (it is forbidden to mount any elements of the Stand equipment to the Surface), to the plants that are grown there (it is forbidden to mount any elements of the Stand equipment to trees) or to the benches, rubbish bins and other equipment of the site.
18. An Exhibitor who presents Shows also outside the Stands, i.e. on a Stage, shall be obliged to come to the Stage 10 minutes before the start time of the Show as specified in the Scenario.
19. The Exhibitor is obliged to abide by the provisions contained in the Fire Safety Instructions of the “PGE Narodowy” Stadium
20. The Exhibitor declares that the Exhibitor has read occupational health and safety provisions and agrees to abide by them both at its own Stand and in the whole of the Picnic area.
21. The Organizer reserves the right to immediate intervention, withdrawal of permission to begin the Show, interrupt the Show, or modify it if they confirm that fire or other safety regulations have been infringed.
22. In order to maintain the functionality of the installed sprinkler system and other fire detection systems, it is not possible to hang cloth or other materials below the ceiling in the “PGE Narodowy” Stadium.
23. Elements of scenography may not cover route and emergency exit signs, or inhibit access to fire prevention equipment (extinguishers, hydrants) and manual buttons for signalling fire within the area of the “PGE Narodowy” Stadium.
24. The setup of scenography and technical equipment may not block evacuation exits. No materials and elements may be placed on emergency exit routes.
25. All electrical cables used to assemble additional lighting must be secured so as not to pose any danger.
26. If cars, motorcycles, or other devices with fuel tanks are used as decoration (in particular if they also have electrical installations), they should receive a separate approval from the Operator of the “PGE Narodowy” Stadium.
27. The use of any inflammable, pyrotechnic, or smoke producing materials in the “PGE Narodowy” Stadium without the permission of the Operator of the “PGE Narodowy” Stadium is prohibited.
28. Locations of rescue ambulances and medical services within the Science Picnic area will be specified in the Maps, and all cases requiring medical assistance should be reported first of all to the Organiser.
29. The Science Picnic will be equipped with the central sound system. Therefore, it is forbidden to use sound systems at the Stands.
30. The Exhibitors of the Science Picnic must not promote institutions other than themselves or sell any products or services within the area of the Science Picnic without a written consent of the Organiser. Should such activities be conducted, the Participant shall be obliged to pay on the basis of a VAT invoice issued PLN 5,000.00 net to the Organisers as a reimbursement of the Stand organisation costs. Any public collection during the Picnic is forbidden.
31. During the Picnic, Exhibitors may distribute packaged food only with the prior consent of the Organizer; the Organizer accepts applications in the above-mentioned case by April 30, 2020. In the event of the Organiser's consent, the Exhibitor is required to have documents confirming the source of the above packaged food available at their stand. The Exhibitor may offer non-prepacked fruit and vegetables upon prior presentation of the permit of the Poviats Sanitary Inspector and the current excerpt from the central register and information on business activity (CEIDG)/excerpt from the National Court Register to the Organizer; the documents referred to in the previous sentence are to be provided by the Exhibitor to the Organizer by March 6, 2020, and the originals to be kept available at the stand on the Picnic day.



32. The Organizer shall allow the presence of logos of sponsors/partners of the Exhibitor provided that they are featured on information materials covering the cooperation with the Exhibitor. The total area of logos sponsors/partners shall not constitute more than 15% of one page of the materials. All materials must be approved by the Organizer.
33. The Exhibitor Coordinator or, in the absence of the Exhibitor Coordinator, the Stand Supervisor must be present at the Stand at all times during the Picnic.
34. The Exhibitors shall be obliged to comply with the rules of the Science Picnic specified herein and in the Regulations for the 24th Science Picnic of Polish Radio and the Copernicus Science Centre, to follow the Organiser's instructions and abide by safety provisions related to the Science Picnic, including the occupational health and safety regulations, fire safety provisions and other regulations in force in the Republic of Poland concerning this type of events.
35. If the rules specified in the point paragraphs 33 and 34 above are not complied with, the Organiser shall be entitled to shut down the Show/Stand and to lodge claims for compensation under the general provisions of the Polish Civil Code.
36. The Copernicus Science Centre shall collect and process the personal data of the Exhibitor and the Exhibitor Coordinator and the Supervisor of the Stand specified in the Declaration of Participation and the Application Form.
37. The data will be processed in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation, Official Journal of the European Union L 119 of 04.05.2016). The administrator of the data is the Copernicus Science Centre, ul. Wybrzeże Kościuszkowskie 20, 00-390 Warszawa
38. Personal data are collected on a voluntary basis; however, providing the data within the scope specified in the Declaration of Participation and the Application Form is a condition of participation in the Scientific Picnic.
39. All Exhibitor Coordinators, Stand Supervisors and Exhibitors have the right to request access to their personal data, rectify it, delete or limit their processing, as well as to transfer their data. Due to the fact that the data processing is based on Article 6 paragraph 1 letter a) of the regulation referred to in point 37, data subjects have no right to object to the processing of their personal data.
40. In order to exercise the rights referred to in section 39 above, as well as to contact the person acting as the Data Protection Officer with the administrator, you should write to the Copernicus Science Centre at the following address indicated in section 38 above or send an e-mail to piknik@kopernik.org.pl
41. The processing of personal data by the Copernicus Science Centre is based on Article 6(1)(a) of the general Regulation, as referred to in pt. 37 above, i.e. the consent of the person whom the data concern. The data subject shall have the right to withdraw his or her consent at any time. The above shall not affect the lawfulness of processing carried out on the basis of the consent given prior to its withdrawal.
42. The Exhibitor, the Exhibitor Coordinator and the Stand Supervisor are also entitled to lodge a complaint with the supervisory authority – the Inspector General for Personal Data Protection, ul. Stawki 2, 00-193 Warsaw.
43. The personal data provided in the Declaration of Participation and in the Application Form may be made available to entities providing services for the Copernicus Science Centre and to entities authorised by law. In particular, the data may be entrusted to Polskie Radio S.A. and entities preparing information materials concerning the Scientific Picnic.
44. We will not make automated decisions on the personal data you provide.
45. Depending on the option selected, personal data will be processed for the period necessary to organize and carry out all activities related to the 24th Picnic, i.e. until 30 September 2020 or, in the case of a separate consent, for a period of ten years from the date of obtaining the consent by the CSC.



46. Personal data shall be processed only for the purposes related to the preparation, conduct, promotion and evaluation of the 24th Scientific Picnic, including in particular all correspondence. If a separate consent is given, the data may also be processed for the purpose of informing about scientific and popular science events organised by the Copernicus Science Centre and for marketing purposes of the Copernicus Science Centre, e.g. for sending promotional materials to the address indicated. In the event of consent to further data processing by CSC, the data will also be used for correspondence, including invitations to further scientific picnics. The Exhibitor shall immediately update the data specified in the Declaration of Participation and the Application Form.
47. The Organizer shall not be held liable for the consequences of providing incorrect personal data.