

## CONFERENCE REGULATIONS

of the **6a Conferencia Cracoviana de Latinoamericanistas**, 1-2 April 2022

(hereinafter referred to as the “Regulations”)

### § 1 Organizer, date, and duration of the Conference

1. These Regulations define the rights and obligations of the Participants of the “**6a Conferencia Cracoviana de Latinoamericanistas**” (KKL 2022) (hereinafter referred to as the “Conference”), which will take place on April 1-2, 2022, via the MS Teams streaming platform (hereinafter referred to as the “Platform”).
2. The Conference is organized by the Jagiellonian University in Kraków, Gołębia 24, 31-007 Kraków, Poland — Department of Latin America, (hereinafter referred to as the “Organizer”).
3. Scientific supervision over the course of the Conference is provided by the Scientific Committee, appointed by the Organizer (hereinafter referred to as the “Scientific Committee”).
4. Any person of full legal age can participate in the Conference, if, by March 25, 2022, at the latest, they have stated their will to participate in the Conference in the manner referred to in § 2 of the Regulations and have accepted the rules of participation in the Conference referred to in the Regulations (hereinafter referred to as the “Participant”).
5. The Regulations are made available to the Participants on the Conference website [www.iaisp.uj.edu.pl](http://www.iaisp.uj.edu.pl) (hereinafter referred to as the “Conference Website”), in a way that enables its downloading.
6. The Organizer reserves the right to amend the Regulations due to a change in generally applicable law and the need to adapt the Regulations to this change. The amendment to the Regulations will come into force upon its publication on the Conference Website.
7. The Organizer reserves the right to change the date of the Conference if its performance within the time limit referred to in section 1 above will be impossible or excessively difficult for reasons beyond the control of the Organizer, in particular due to restrictions, orders and bans related to the introduction of a pandemic state. The change of the date of the Conference will be immediately announced on the Conference Website.
8. The Organizer reserves the right to make changes to the program of the Conference, including the right to change the time schedule and the order of lectures and appearances. In the Conference of changes, the Organizer will inform about them immediately on the Conference Website.

### § 2 Registration of participation in the Conference

1. Participation in the Conference is payable (200 PLN) and takes place on the MS Teams Platform designated by the Organizer, to which the registered Participant will gain access via a link sent to him by the Organizer by e-mail, to the e-mail address provided during registration for participation in the Event. The login link will be sent after the Participant has completed the form referred to in paragraph 7 below and paid the registration fee.
2. Participation in the Conference requires prior registration through the electronic form provided on the website: [www.iaisp.uj.edu.pl](http://www.iaisp.uj.edu.pl) hereinafter referred to as the "Registration

System”), in which a person wishing to participate in the Conference will be required to provide the following data: name and surname, email address, phone number, affiliation.

3. A specific method of registration for the Conference, payment options and registration deadlines are provided on the Conference Website.
4. In case of resignation from participation in the Conference, the Participant is obliged to immediately inform the Organizer by sending relevant information to the email address: [karol.derwich@uj.edu.pl](mailto:karol.derwich@uj.edu.pl) or [monika.sawicka@uj.edu.pl](mailto:monika.sawicka@uj.edu.pl).
5. The Organizer is not responsible for any incorrect or untrue data provided by the Participant, when registering for the participation in the Conference.
6. Participation in the Conference requires the Participant to have an ICT system that meets the following minimum technical requirements:
  - a. Internet access.
  - b. terminal device.
  - c. software that allows reading files in various formats (including text, sound, graphics, multimedia, video, etc.).
7. The provisions of the Regulations are binding upon the Participants of the Conference as of the moment of completing and sending to the Organizer — via ICT system — the statements confirming that the Participant is familiar with the Regulations and accepts the provisions hereof as well as grants the Organizer the authorizations, approvals, permits, and licenses referred to in the Regulations. Accepting the Regulations and completing the registration — Participant is obliged to pay the registration fee mentioned in sec. 1. After paying the registration fee, the Participant is allowed to participate in the Conference.

### **§ 3 Rights and obligations of the Conference Participants**

1. The detailed information about the Conference and the complete program of the Conference are available on the Conference Website. The Conference is to be conducted in English.
2. Each Participant has the right to participate, via the Platform, in a Lecture and Presentation of their choice as part of an oral session. In addition, the Recordings of the Lectures referred to in § 4 sec. 2 of the Regulations will be available at the Conference website.
3. Each Participant has the right to submit questions to the Presenters via the chat available on the Platform. The moderator of the session will read the questions asked in the chat to the Presenter in the designated time, after the end of the Presentation. The moderator, considering the planned duration, as well as the schedule of the Event, will decide on the number and content of questions to be asked.
4. The Organizer of the Conference, by providing conference materials for the Participants, including the Recording, (hereinafter referred to as the “Conference Materials”), pays special attention to the necessity to respect intellectual property rights by the Participants. Participants undertake to use the materials provided to them by the Organizer only for their own personal use. Modifying, copying, sending, public performance and any use of these materials for commercial purposes requires prior written consent by the Organizer or by another authorized entity. Participants are fully liable for any damage caused as a result of their behaviour contrary to the above restriction.
5. Participants accept the established rules for the course of the Conference and its program and undertake not to change it or disrupt the course of the Conference. The Organizer is entitled to exclude the Participants who violate the provisions of the Regulations from participation in the Conference, in particular:
  - a. disrupt the course of the Conference.

- b. undertake actions that are inconsistent with the law, morally or against the legitimate interests of third parties.
  - c. take actions aimed at circumventing or indicating an attempt to circumvent the Regulations or the rules of holding the Conference.
  - d. take actions that violate the legitimate interests of the Organizer or harm their image.
6. The Organizer of the Conference is not responsible for:
- a. incorrect or faulty operation of the software used by the Participant.
  - b. lack of or interruptions in access to the Internet for reasons attributable to the Participant.
  - c. defectiveness of the computer equipment used by the Participant.
  - d. incorrect operation of the Platform by the Participant.
  - e. other circumstances preventing or hindering participation in the Conference, not caused by the actions or omissions of the Organizer.

#### **§ 4 Speakers and Presenters**

1. Participants who expressed their willingness to deliver Presentations as part of the Conference (hereinafter referred to as the "Speakers"), sent the Organizer abstracts (hereinafter referred to as the "Abstracts") and whose Abstracts were qualified by the Scientific Committee, will deliver their Presentations in real time using live streaming on the Platform. The Presentations will also be recorded by the Organizer in the form of an audio-video recording (hereinafter referred to as the "Recording"), which will be made available on the Conference Website, which is tantamount to making it available for an indefinite period of time to an unlimited audience.
2. Participants who have been invited by the Scientific Committee to participate in the Conference and deliver a Lecture (hereinafter referred to as the "Presenters"), will deliver Lectures in real time using live streaming, via the Platform. The Lectures will also be recorded by the Organizer in the form of an audio-video recording (hereinafter referred to as the "Recording"), which will be made available on the Conference Website, which is tantamount to making it available for an indefinite period of time to an unlimited audience.
3. Taking the actions referred to in sections 1-2 above (Abstract submission and delivering Presentation / Lecture) is an expression of granting the Organizer a non-exclusive license to use the Abstract in accordance the conditions specified in § 5-7 of the Regulations for the purposes of making the decision on qualifying the Participant as the Speaker / Presenter, as well as the purposes of organizing and conducting the Conference, and development of the Conference Materials.
4. Delivering a Lecture or Presentation, as well as granting the Organizer the authorizations, permits and licenses referred to in § 5-7 of the Regulations in all fields of use indicated therein is free of charge and is for the statutory purposes of the Organizer.
5. Granting the Organizer, the authorizations, permits, and licenses referred to in § 5-7 of the Regulations is voluntary, but necessary for a Speaker / Presenter to deliver a Presentation or Lecture.

#### **§ 5 License**

1. The Presenter / Speaker is fully responsible for the form and content of the Lecture / Presentation. The Presenter / Speaker undertakes to prepare and present an original Lecture / Presentation that will not infringe upon the rights and personal rights of third parties, contain theses and views inciting hatred or discrimination against any people on the basis of race, culture, ethnicity, religion, or gender. Moreover, it is unacceptable to propagate ideology and symbolism related to totalitarian systems and other ideologies prohibited by generally applicable laws in the content of the Lecture / Presentation.
2. If any parts of the Lecture / Presentation are legally protected, the rights to which will not be vested in the Presenter / Speaker, the Presenter / Speaker guarantees that they are entitled to use them to the extent necessary to deliver the Lecture / Presentation and grant the Organizer the authorizations, permits and licenses with the right to grant a sub-license referred to in this paragraph, without the Organizer having to obtain additional approvals and permits.
3. The Presenter / Speaker consents to have their Lecture / Presentation broadcast in real time using live streaming on the Platform, and recorded by means of the Recording, and posting this Recording on the Conference Website in accordance with §4 sec. 1 and 2 of the Regulations.
4. The Speaker and, respectively, the Presenter grants the Organizer a non-exclusive, unlimited territorially, time, quantitatively and qualitatively license with the right to sub-license the same scope as the license to use the Lecture and, respectively, the Speaking - recorded in the form of a Record - in whole or in part, independently, as well as part of a collective work, in combination with works and elements freely chosen by the Organizer, as well as making and using its studies, adaptations and all materials, graphics, fragments, shots, documentation created during the recording of the Recording - for information, documentation, educational and promotional purposes of the Organizer and the Event itself, including in particular its use, sharing on the Internet, Intranet, as well as part of any telecommunications services using any systems and devices, on the Organizer's websites and on its websites. on the Conference website, as part of the Conference Materials.
5. The license referred to in sec. 3 and 4 above (hereinafter referred to as the "License"), is granted to the Organizer in case of Lecture and Presentation - upon their transmission using live streaming via the Platform and recording in the form of a Recording, and in both cases, it includes the use of the Lecture and the Presentation, respectively, in particular for in the following fields of use:
  - a. recording and multiplication — in particular using the magnetic recording technique and digital technology.
  - b. distribution — public performance, display, playback, and broadcasting, as well as making the Lecture available, in particular on the Organizer's website and on the Conference Website, in such a way that everyone can have access to it at a time and place chosen by them, using all available techniques, including the use of the Internet, Intranet and other computer networks, broadcasting the Lecture via multimedia and data ICT networks, live streaming.
  - c. trading in the original or copies on which the Lecture / Presentation has been recorded - marketing, lending the original or copies.
  - d. creating and disseminating derivative works of the Lecture / Presentation, including further projects / materials based on the Lecture or their individual elements, including the development of different graphic, colour versions or visual or spatial formats of the Lecture and the use of derivative works thus created in the scope and in all fields of exploitation specified in this section.

- e. modifying the Lecture / Presentation in whole or in part and developing it in whole or in part, including, inter alia, the right to correct, modify and change the entire Lecture / Presentation or its individual elements.
  - f. introducing into computer memory and multimedia networks, including the Internet, Intranet type internal networks, without any quantitative restrictions, as well as transmission within the above-mentioned networks, including on-line.
6. The License also includes the Organizer's right to exercise derivative copyrights to the Lecture in all the fields of use referred to in sections 3-5 above — including in particular the right to make changes to the Lecture and to develop it, use and dispose of derivative works and to allow third parties to exercise derivative copyrights to the Lecture / Presentation.
  7. The Presenter / Speaker authorizes the Organizer and entities acting on their behalf to exercise their moral rights to the Lecture, in particular the right to the inviolability of the content and form of the Lecture / Presentation and its reliable use, to decide on the first release of the Presentation to the public, to supervise the use of the Lecture and to decide on the method of marking the author of the Presentation and undertakes not to exercise these rights towards the Organizer and entities acting on their behalf, with no time and territory restrictions.
  8. The Speaker / Presenter agrees for the Presentation / Lecture to be broadcast in real time using live streaming on the Platform. The provisions of sections 6 and 7 above apply accordingly.
  9. Upon sending the Abstract to the Organizer, the Speaker / Presenter grants the Organizer a non-exclusive, unlimited territorially, temporally, quantitatively and qualitatively license, with the right to sub-license of the same scope as the license for the use of the Abstract, in the fields of use analogous to those referred to in this paragraph, in particular for the purposes of decision on qualifying the Participant as a Speaker / Presenter, as well as for the organization and conduct of the Conference and the preparation of Conference Materials. The provisions of this paragraph apply to the Abstract accordingly.
  10. In case of claims by third parties in relation to the Organizer or entities authorized by them to use the Lecture / Presentation or Abstract, related to these works or their individual elements, the Presenter / Speaker:
    - a. will release the Organizer and persons authorized by them to use the Lecture / Presentation or Abstract from the claims in question, to the extent that they were obliged to purchase from third parties the rights to legally protected elements, including proprietary and related copyrights to these works and individual their elements and to obtain from them the permits and authorizations referred to in this paragraph, and
    - b. will be fully liable for any damage suffered by the Organizer and persons authorized by them to use the Lecture / Presentation or Abstract, due to claims against them referred to in point a) above, including but not limited to only for damages related to a claim for damages for their unlawful use or unlawful use of their individual elements.

## **§ 6 Consent to use the image**

1. The Organizer will record the Lectures and Presentations in the form of a Recording using sound and image recording devices, as well as in the form of a photo report (hereinafter: "Photo report") - for educational, information and documentation purposes as well as promotion of the Organizer and the Event itself.

2. Upon turning on the camera of the end device by the Presenter / Speaker for the purpose of transmitting the Presentation / Lecture using live streaming of the Conference, the Presenter / Speaker agrees, free of charge, unlimited territorially, temporally, quantitatively, and qualitatively to the following:
  - a. have their image transferred for the purpose of sharing the Lecture / Presentation, via the Platform - in real time using live streaming.
  - b. have the image of the Presenter / Speaker recorded in the Recording and for the use of this recording, processing, duplication, and multiple dissemination of the image of the Presenter / Speaker recorded in the above-mentioned manner without the need to approve them each time, to the extent and in a manner analogous to that referred to in § 5 the Regulations, in particular on the Conference Website.

— for the purposes referred to in se. 1 above, in accordance with the terms of this paragraph.
3. The Presenter / Speaker is aware that their image will be made available online on the Platform and will be accessible to all the Participants of the Conference and will be made available online on the Conference Website and that the Recording and the Photo report will be accessible to all visitors to the Website.
4. Upon turning on the camera of the end device by the Participant the purpose of posing a question to the Presenter / Speaker in person, in accordance with the provisions of § 3 section 3 of the Regulations, the Participant agrees, free of charge, unlimited territorially, temporally, quantitatively, and qualitatively to have their image transferred via the Platform - in real time using live streaming for the purposes referred to in sec. 1 above, in accordance with the terms of this paragraph. The Participant can ask a question without turning on the camera.
5. In connection with the use of the image, the Presenter, the Speaker and the Participant will not exercise the right to control and approve the use of the image each time, including the right to approve the final form in which it was used in the Photo report and the Recording, where their image was used, and the right to indicate themselves as a person shown in above Photo report and Recording, and in particular indicating their name and surname, subject to sec. 6 below.
6. The Presenter / Speaker will be marked in the live streaming of the Conference and in the Recording by providing their personal data — first name, last name, and affiliation. At the same time, the Presenter / Speaker agrees to be marked in the manner indicated above. The Presenter / Speaker declares that such a designation complies with their wishes and does not infringe their rights. The Presenter / Speaker will inform the Organizer if they have any objection regarding the marking manner.
7. The Conference may only be recorded by the Organizer. It is forbidden to record and take photos by Participants during the Conference without the prior consent of the Organizer.
8. The Organizer has the right to authorize other entities to use the image on the terms specified in this permit.

## **§ 7 Processing of personal data**

In accordance with Article 13 of 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, hereinafter the "General Regulations"), the Organizer reports that:

1. The administrator of your personal data is the Jagiellonian University, 24 Gołębia Street, 31-007 Krakow, represented by the Rector of the Jagiellonian University.
2. The Jagiellonian University has appointed a Data Protection Officer, 4 Czapskich Street, 31-110 Krakow. The Officer can be contacted by email: [iod@uj.edu.pl](mailto:iod@uj.edu.pl) or at telephone number 0048 12 663 12 25 – from Monday to Friday, from 8:00 a.m. to 3:00 p.m.
3. Your personal data will be processed for the purpose of:
  - a. performance of the contract the subject of which is participation in the Conference — **6a. Conferencia Cracoviana de Latinoamericanistas**, as well as for the purpose of registering participation in the Conference, i.e., pursuant to Art. 6 sec. 1it. b) GDPR, on the basis of an agreement concluded by accepting the Regulations. The Conference, organized on April 1-2, 2022, by the Jagiellonian University in Kraków, Department of Latin America, 24 Gołębia Street, 31-007 Krakow will be an online Conference using the MS Teams streaming platform.
  - b. conducting the Conference and for educational, documentary, informational and promotional purposes of the Organizer and the Conference itself — with regard to personal data of the Presenters, Speakers and Participants as referred to in § 6.5,7,8 of the Regulations, in the form of their image — on the basis of the consent granted by them, i.e., pursuant to Art. 6 sec. 1 lit. an of GDPR.
4. Providing your personal data is voluntary, but is necessary to conclude a contract, participate in the Conference and deliver a Lecture / Presentation. Providing personal data related to the image is voluntary.
5. Your personal data may be made available to entities authorized to receive them on the basis of generally applicable law.
6. Your personal data will be entrusted under the concluded personal data processing agreement, resulting from art. 28 GDPR to companies responsible for IT service of the event.
7. Your personal data will not be transferred to a third country (outside the European Economic Area) neither to international organizations.
8. Your personal data will be processed for the duration of the organization of the Event and until the final settlement and closing of the Event, as well as until the claims that may arise from the performance of the contract referred to in sec. 3 a). In the scope indicated in sec.3 b) above and the name and surname on the Recording - until you withdraw your consent to data processing.
9. Your personal data: first name, surname, affiliation, and image may be recorded in the Recording and processed on the Event Website in a way that allows access to them by an unlimited group of recipients, for information, documentation, educational and promotional purposes of the Organizer and the Event, including for the purposes of reporting from the Event - in accordance with § 6 of the Regulations.
10. If you are a Presenter / Speaker, your personal data: image, first name, last name and affiliation will be processed on the Conference Website: [www.iaispl.uj.edu.pl](http://www.iaispl.uj.edu.pl), until you withdraw your consent to their processing.
11. You have the right to: obtain information about the processing of personal data and rights in accordance with the GDPR, access and rectify your data, as well as the right to delete personal data from the administrator's files (unless further processing is necessary for the performance of legal obligation or to establish, assert or defend claims), and the right to limit processing, transfer data, object to processing - in the cases and under the conditions specified in the GDPR.

12. To the extent that the processing takes place on the basis of consent, you also have the right to withdraw consent at any time without affecting the lawfulness of the processing which was carried out on the basis of consent before its withdrawal.
13. Withdrawal of consent to the processing of personal data may be sent by e-mail to the following address: [konferencje@uj.edu.pl](mailto:konferencje@uj.edu.pl), by traditional mail to the following address: Centre for Jagiellonian University Communications and Marketing – Conferences, 24 Gołębia Street, 13-007 Krakow, Poland, or withdraw in person by appearing at the Jagiellonian University Communications and Marketing – Conferences, 9/3 Michałowskiego Street, room number 4, 31-126 Krakow.
14. Your personal data will not be subject to automatic decision making or profiling.
15. You have the right to lodge a complaint with the President of the Personal Data Protection Office if you consider the processing of your personal data to be in violation of the provisions of the GDPR.

### **§ 8 Final provisions**

1. These Regulations are made available to the Conference Participants on the Conference Website and shall enter into force on the day they are posted on the above-mentioned website
2. The Organizer reserves the right to cancel the Conference, change its program and formula. The Organizer will immediately announce the cancellation of the Conference on the Conference Website. The Organizer will not be obliged to the Participants (including the Presenters and the Speakers) to any other compensation or compensation in this respect, or to reimburse the costs incurred in order to participate in the Conference and to deliver the Lecture / Presentation.
3. These Regulations have been drawn up in Polish and translated to English. In case of any discrepancies, the Polish language version is binding.
4. In matters not covered by the Regulations, generally applicable provisions of Polish law shall apply.
5. The court competent to settle disputes between the Organizer and Participants is the Polish court competent for the seat of the University.