

# **THE RULES AND REGULATIONS FOR THE “VARSOVIAN OF THE YEAR” Plebiscite**

## **Preamble**

The purpose of this contest is to select the “Varsovian of the Year” whose involvement is significantly contributing to the development and promotion of Warsaw. In order to mark the 30th anniversary of the first free elections in Poland and the 15th anniversary of Poland’s accession to the European Union, the contest will also award the title of the “Varsovian of the Transition Period.”

## **§ 1.**

### **General provisions**

1. These Rules and Regulations (hereinafter “Rules and Regulations”) determine the rules for participation in the “Varsovian of the Year” Plebiscite (hereinafter “the Contest”).
2. The Plebiscite is organised by the City of Warsaw with its registered office at pl. Bankowy 3/5 in Warsaw (00-950) (hereinafter “the Organiser”). The Marketing Department of the City of Warsaw shall be directly responsible for the organisation of the Plebiscite.
3. The Plebiscite shall be organised on the terms and conditions specified in these Rules and Regulations and in accordance with the applicable laws. Information about the Plebiscite shall be published on the official websites and social media of the Organiser.
4. By agreeing to participate in the Plebiscite (as a person proposing a candidate, or a person who has agreed to stand as a candidate, or a voter – hereinafter “Participants”) you confirm that you have read the Rules and Regulations and agree to all its provisions.
5. The Participant may propose only other people as candidates. The proposed person shall be also hereinafter referred to as “the Candidate”.
6. Only adults may appear as Participants in the Contest (including Candidates).
7. The Plebiscite Jury (hereinafter “the Jury”) shall select 10 (ten) nominees from among the proposed Candidates. The final selection of the winner shall be made by way of the vote referred to in § 6.

8. Participation in the Plebiscite shall be voluntary and free of charge. The Organiser shall not reimburse any costs related to participation in the Plebiscite

## § 2.

### The program of the Plebiscite

The organisation of the Plebiscite shall start on **14 May 2019** and shall include the following stages:

1. **Stage 1: 14 May – 16 June 2019** – proposing candidates for the “Varsovian of the Year” title;
2. **Stage 2: 17 June – 26 June 2019** – formal evaluation of the Candidates for the “Varsovian of the Year” title;
3. **Stage 3: 26 June – 9 July 2019** – sessions of the Plebiscite Jury;
4. **Stage 4: 4 September 2019** – announcing the candidates for the “Varsovian of the Year” title;
5. **Stage 5: 4 September – 6 October 2019** – voting for the Varsovian of the Year
6. **Stage 6: 9 October 2019** – announcing the results and the official award presentation gala.

## § 3.

### Stage 1: Proposing candidates for the Plebiscite

1. To propose a Candidate for the “Varsovian of the Year”, you need to fill in a special form, in which you:
  - a. provide the full name and contact details of the Candidate (*indicating contact details of public figures is not necessary*);
  - b. specify the reasons for accepting the Candidate in the Plebiscite by indicating in the form the appropriate options according to the criteria specified in § 5 (2);
  - c. provide your the full name and contact details, as the person proposing the Candidate;
  - d. give your consent to have your personal data processed.
2. Candidates can be proposed:
  - a. electronically using the form available at [www.um.warszawa.pl/warszawiankaroku](http://www.um.warszawa.pl/warszawiankaroku), or
  - b. in writing by:

- i. filling in and printing the form available at [www.um.warszawa/warszawiankaroku.pl](http://www.um.warszawa/warszawiankaroku.pl) or at the registered office of the Organiser, i.e.: at the Marketing Department of the City of Warsaw, ul. Wierzbowa 9, room 153, 00-950 Warsaw, or
  - ii. by mailing the form or submitting it in person to the address of the Organiser indicated in (a), with the note "Varsovian of the Year" on the envelope.
3. In the case of submissions made in paper form, the submission shall be regarded as successful if it is delivered within the time limit specified in § 2 (1) to the address indicated in 2 (2) (a).
4. One submission (one form) may propose only one Candidate.
5. By submitting the form, the person proposing the Candidate confirms that the data included in the form are true and correct.
6. Employees of the Marketing Department of the City of Warsaw and other persons involved in the preparation, organisation and promotion of the Contest may not participate in the Contest.

#### **§ 4.**

##### **Stage 2: Formal evaluation of the submissions**

1. The Plebiscite Committee (hereinafter "the Committee"), made up of representatives of the Organiser, shall be established to formally evaluate the submissions.
2. The members of the Committee shall be responsible for overseeing the Plebiscite, interpreting the Rules and Regulations, and settling any disputes related to the Plebiscite.
3. During the formal evaluation stage, the Committee shall verify the completeness, correctness, and conformity of the information given in the submission form, and shall verify the data given in the form, also by obtaining the Candidate's consent to participate in the Plebiscite.
4. The Committee reserves the right to exclude any person from participation in the Plebiscite, in particular in the following cases:
  - a. breach of these Rules and Regulations;

- b. circumstances which negatively affect the image of the City of Warsaw or Plebiscite partners, including any reasonably suspected violation of law, indecent behaviour, or violation of rules of social coexistence;
- c. false or incomplete information provided in the submission form;
- d. the Candidate does not consent to her participation in the Plebiscite, including to the processing of her personal data.

## **§ 5.**

### **Stage 3: Nominations**

1. In order to determine the winner of the Plebiscite, the Organiser shall establish the Plebiscite Jury (hereinafter “the Jury”) composed of at least 7 (seven) members from among the representatives of the Organiser, experts in culture, history, the media, nationwide and international organisations, all acting for the benefit of the development of the City of Warsaw and its residents, women, civil society, equal rights, and women’s entrepreneurship.
2. The Jury shall evaluate the candidates according to the following **criteria**:
  - a. *commitment to and promotion of Warsaw;*
  - b. *promoting openness, tolerance, equal rights and democratic values;*
  - c. *exceptional achievements in a specific field, extending beyond Warsaw;*
  - d. *supporting women and civic society;*
  - e. *supporting the local community in Warsaw.*
3. The evaluation of any Candidate shall not be affected by her place of residence, business or social activity, etc.
4. From among the correctly proposed Candidates, the Jury shall compile a list of 10 (ten) women nominated for the title of the “Varsovian of the Year”, from among whom the winner of the Plebiscite shall be selected by voting.
5. The list of the nominees shall be announced on the official websites and social media of the Organiser.
6. The Jury shall make its decisions during its sessions by simple majority, with at least 5 (five) members of the Jury present. In the event of an equal number of votes for and against, the Chair of the Jury shall have a casting vote.
7. The decisions of the Jury shall be final and there shall be no appeal from them.
8. Members of the Jury shall keep confidential the matters related to its sessions.

## § 6

### Stage 4: Vote

1. The objective of the vote is to select a single winner of the “Varsovian of the Year” title.
2. The vote shall take place from **12:00 (noon) on 4 September 2019 to 6 September 2019 at 23:59** via:
  - a. [www.um.warszawa.pl/warszawiankaroku](http://www.um.warszawa.pl/warszawiankaroku), or
  - b. voting slips, available at [www.um.warszawa.pl/warszawiankaroku](http://www.um.warszawa.pl/warszawiankaroku) or at the registered office of the Organiser, as referred to in § 3 (2) (2) (a) of these Rules and Regulations. The completed voting slip shall be delivered to that address by 6 October 2019 at 16:00 at the latest.
3. The winner of the Plebiscite shall be the Candidate with the highest number of votes cast in her favour.
4. The results of the Plebiscite shall be announced at the official award presentation gala.

## § 7.

### The Prize

1. The prize awarded in the “Varsovian of the Year” Plebiscite shall be the title of the “Varsovian of the Year” and a statuette.
2. Should it be impossible for the woman awarded the title of the “Varsovian of the Year” to attend the award presentation gala in person, the winner may indicate a person who shall accept the award on her behalf.
3. The winner shall not be able to transfer the right to the award to third parties or to receive payment in lieu of the award.

## § 8

### “Varsovian of the Transition Period”

1. The Contest shall also award the special title of the “Varsovian of the Transition Period”. This title is an expression of greatest recognition and acknowledgement of the merits or outstanding achievements of those honoured with the title.
2. The Contest Jury shall prepare a list of 5 (five) nominees for the title of the “Varsovian of the Transition Period”, from among whom the winner shall be selected by vote (with provisions of § 6 applying mutatis mutandis).

3. The “Varsovian of the Transition Period” title shall be awarded to the Candidate with the highest number of votes cast in her favour.
4. The list of the nominees shall be announced on the official websites and social media of the Organiser.
5. The prize awarded in the “Varsovian of the Transition Period” Plebiscite shall be the honorary title of the “Varsovian of the Transition Period” and a statuette.
6. The provisions of these Rules and Regulations which apply to the title of the “Varsovian of the Year” shall apply mutatis mutandis to the procedure connected with the title of the “Varsovian of the Transition Period”. All matters not regulated herein shall be resolved by the Committee.

## **§ 9**

### **Personal Data Protection**

1. The controller of the personal data of the Participant processed at the City of Warsaw is The Mayor of Warsaw, pl. Bankowy 3/5, 00-950 Warsaw.
2. The personal data of Participants in the Plebiscite shall be used in accordance with the rules for personal data processing pursuant to the Personal Data protection Act and to Article 6 (1)(a) and (e) of the 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 (General Data Protection Regulation) for the purposes of the organisation and promotion of the Plebiscite. The provision of personal data shall be voluntary; however, the lack thereof may prevent participation in the Plebiscite.
3. The data provided in the submission form which reveal racial or ethnic origin, political opinions, religious or philosophical beliefs or trade union membership or genetic data, biometric data, or data concerning health, sex life or sexual orientation, shall be irretrievably deleted or anonymised.
4. The information clause on personal data processing is presented on the website of the Plebiscite at: [www.um.warszawa.pl/warszawiankaroku](http://www.um.warszawa.pl/warszawiankaroku)
5. The Organiser shall obtain irrevocable consent, as defined in Article 81(1) of the Act of 4 February 1994 on Copyright and Related Rights (Journal of Laws of 2017, item 880, as amended), for the free use of their image, only from those Candidates who

are indicated on the list of persons nominated for the titles of the “Varsovian of the Year” and “Varsovian of the Transition Period”.

## **§ 10**

### **Final provisions**

1. The Organiser reserves the right to cancel or revoke the Plebiscite or its individual stages, and to change the dates and deadlines specified herein.
2. The Organiser shall not be held liable for failure to organise the Plebiscite due to circumstances outside the Organiser’s control, and in particular those caused by force majeure.
3. The Organiser shall not be held liable for possible technical problems (including access to the Internet) affecting the possibility of participating in the Plebiscite.
4. The Organisers reserve the right to amend these Rules and Regulations, which shall be without prejudice to the rights acquired by participants in the Plebiscite. The amended Rules and Regulations shall enter into force upon publication on the websites of the Organiser.
5. Persons proposed for the Contest may resign from participation in it. The Organiser shall be notified of such resignation via e-mail to [warszawiankaroku@um.warszawa.pl](mailto:warszawiankaroku@um.warszawa.pl).
6. Disputes and situations not regulated herein shall be resolved by the Committee.
7. The Organiser can be contacted at: **[warszawiankaroku@um.warszawa.pl](mailto:warszawiankaroku@um.warszawa.pl)**.

*The Organiser*