



## **TERMS AND CONDITIONS OF VIRTUAL LESSONS AND PARTICIPATION IN THE "YOUTH VOICES OF PBU" GROUP ON FB**

### **§ 1**

#### **General rules**

1. The organizer of the virtual lessons is the Center of European Projects (Joint Technical Secretariat of the Cross-Border Cooperation Programme Poland-Belarus-Ukraine 2014-2020 - hereinafter the „JTS”). The group on FB will be established and administered by the Programme Branch Offices in Rzeszow (Poland), Lviv (Ukraine) and Brest (Belarus) (hereinafter the „BOs”) and the Joint Technical Secretariat.
2. The aim of the lessons and running of the group on FB is the promotion and familiarisation of young people with projects implemented within the Cross-Border Cooperation Programme Poland-Belarus-Ukraine 2014-2020 (hereinafter the "PBU Programme") as well as to show the effects of the cross-border cooperation in the support area and the mechanism of financing projects from the European Union funds.

### **§ 2**

#### **Rules of participation in lessons**

1. The lessons are organised for pre-registered schools from the Programme area. Students of schools of all ages can participate.
2. The tutors of the pupils during the lesson are the teachers representing the registered schools.
3. Lessons will be conducted on the dates set by the JTS (lesson start time given in CEST - Warsaw Time). These dates will be confirmed with the teachers enrolling the schools to participate in the lesson.
4. The lessons will be conducted on the JTS Zoom platform. The organiser will send links to the lessons to the teacher submitting the schools for the lesson. The teacher will forward the links to the students chosen to participate in the lesson.
5. The lessons will be conducted by employees of the JTS and BOs in English and will last approx. 45 minutes.
6. Each lesson will be recorded via the Zoom platform. The recording or its fragments can be used as material for promotion of the PBU Programme.
7. Lessons will be conducted according to the following scheme:
  - school (class) self-presentations - prepared and conducted by students and teachers
  - presentation of PL-BY-UA Heritage projects - prepared and conducted by the JTS and BOs
  - open discussion and exchange of different ideas - students, teachers, JTS, BOs
8. Participation in the lessons is free of charge
9. Participation of students and teachers in the lesson should be confirmed by reading and accepting these rules. In the case of minors, the regulations must be accepted by their legal guardian.
10. The school that participated in the lessons will receive 5 pairs of earphones.



### § 3

#### Rules of participation in the FB group

1. The group will be established on FB initially for students taking part in virtual lessons "How are you doing? New participants will be able to join over time.
2. Students participating in the lessons will be invited to join the group.
3. The group will be moderated by employees of the JTS and BOs, mainly in English.
4. The aim of setting up the group is to maintain contacts made during the virtual lessons and to get students interested in EU-funded projects.
5. The group will publish various interesting facts from the life of the Programme and its projects, information on events and competitions.
6. Participation of students and teachers in the group should be confirmed by reading and accepting these rules. In the case of minors, the regulations must be accepted by their legal guardian.

### § 4

#### Personal data and online security

1. Processing of personal data of the student and teacher.  
In accordance with Article 13 of the General Data Protection Regulation of 27 April 2016, (OJ C 133, 11.12.2016, p. 1, EU L 119 of 04.05.2016) personal data in the form of: student's name and surname, the teacher's name and surname, school name, e-mails, teacher's telephone number, city, country and image of the student and teacher will be processed by the Administrator – Center of European Projects, **39a Domaniewska St. 02-672 Warsaw** for the purpose of conducting online lessons, creating and running a group on FB and reporting and promotion of the Programme.
2. Internet threat.
  - a) It is the responsibility of parents/legal guardians to protect students from online threats. Particular vigilance is required in this regard.
  - b) Pay attention to all programmes, applications or websites used during virtual lessons and visits to the group on FB.

### § 5

#### Information clause

In accordance with Article 13 of the General Data Protection Regulation of 27 April 2016 (OJ C 133, 11.12.2016, p. 1). EU L 119 of 04.05.2016) you are informed that:

1. The Administrator of personal data is the Center of European Projects, 39A Domaniewska St., 02-672 Warsaw;
2. Contact the Data Protection Officer: through e-mail [iod@cpe.gov.pl](mailto:iod@cpe.gov.pl), by post to the Center of European Projects or by direct contact at the Center's premises;
3. Personal data will be processed for the purpose of conducting virtual lessons, creating a group on FB



and promoting and reporting the activities of the Programme on the basis of acceptance of these Terms and Conditions in accordance with Article 6(1)(b) of the General Data Protection Regulation of 27 April 2016;

4. The recipients of personal data may be the Ministry of Funds and Regional Policy, the European Commission;
5. Personal data will be held for a period of 5 years from the date of payment of the final balance for the Cross-Border Cooperation Programme Poland-Belarus-Ukraine 2014-2020;
6. You have the right to demand access from the Administrator to your personal data, to correct, delete or limit the processing in accordance with the current law;
7. You have the right to launch a complaint to the President of The Protection of Personal Data;
8. Providing personal data is voluntary, however, refusal to provide the necessary data will mean that it is not possible to participate in activities carried out by the Administrator related to the organization of virtual lessons and groups on FB;
9. In connection with the transfer of data to Facebook INC, 1 Hacker Way, Menlo Park, California 94025, USA (publication of the image on Facebook) you are informed that the transfer is carried out using standard contractual clauses (clauses are placed in the FB account).

## **§ 6**

### **Final provisions**

1. The Terms and Conditions are available on the PBU Programme website:  
<https://www.pbu2020.eu/en/news/2007>
2. The Organizer reserves the right to use the recordings of the lessons free of charge using the image of students and teachers participating in them as part of the information and promotional activities of the Programme.
3. In justified cases, the Organizer has the right to cancel, reschedule the lesson and remove the participant from the lesson or group on FB.
4. The final interpretation of the Terms and Conditions is the responsibility of the Organizer.
5. In order to contact the Organizer, please send inquiries via e-mail to: [agnieszka.cwikla@pbu2020.eu](mailto:agnieszka.cwikla@pbu2020.eu)
6. In matters not covered by these Terms and Conditions, the relevant provisions of the Civil Code of the country concerned shall apply.
7. By accepting these Terms and Conditions you agree to the processing of your personal data and to the free use of the image of students to promote the Programme in various fields of exploitation.