

RULES AND REGULATIONS

VIII Scientific Conference

"Energy Security - Pillars and Development Perspectives"

Rzeszów, 11-12 September 2023

§ I

GENERAL PROVISIONS

1. The organisers of the 8th Scientific Conference "Energy Security - Pillars and Development Perspectives" (hereinafter referred to as the "Conference") are the Ignacy Łukasiewicz Institute for Energy Policy in cooperation with Ignacy Łukasiewicz Rzeszów University of Technology. The Ignacy Łukasiewicz Institute for Energy Policy is the coordinator of tasks related to the organisation of the Conference.
2. Participation in the Conference may be an individual, in particular a student, a doctoral student, an academic employee researcher, representative of the company or public administration, who will meet all the elements included in § II (point 1).
3. The provisions of these Regulations are an integral part of the application for participation in the Conference and apply to all Participants.
4. Sending an application to the Organizer is equal to accepting by the Participant these Regulations and is a form of conclusion of obligations between the parties.
5. The Organizer reserves the right to change the provisions of the Rules and Regulations and undertakes to inform the Participants immediately by e-mail.
6. In case of limitations caused by the increase of the number of infections with SARS-CoV-2 virus, the Organizer reserves the right to hold the Conference exclusively in remote (online) form.

§ II

CONDITIONS FOR PARTICIPATION

1. In order to become a Participant of the Conference, the following provisions must be fulfilled:
 - a) registration through the application form available on the Conference website (including: correctly filling in all the fields required by the Organizer, marked with an asterisk "*" in the application form),
 - b) receiving a confirmation of registration from the Organizer via the online system (if no registration confirmation is received within 3 working days of registration, please contact us at the following email address: konferencja2023@instytutpe.pl,
 - c) paying the registration fee within the deadline provided by the Organizer (information available at: <https://www.instytutpe.pl/en/konferencja2023-en/dates-and-fees/>).

If the fee required for participation is not paid, the Participant will be automatically deleted from the list of Participants, of which the Participant will be informed by e-mail.

2. In order to ensure the safety of all Participants of the Conference, as well as to meet the restrictive conditions of securing persons and property related to the participation of persons holding positions covered by special protection, the Organiser reserves the right to reject a correctly completed application form without giving any reason

3. There are two forms of participation in the event:

a) **passive participation** - a Participant who has met all the participation requirements in pt. 1, in the framework of the passive participation (with the exception of students and interested persons - without invitation) is entitled to the publication of a scientific article, refreshments during the Conference, a ceremonial banquet at the hotel in Rzeszow, conference materials, a certificate confirming participation in the Conference. Passive participant is also a person registered for the Conference, who is a co-author of the speech, but does not present submitted work;

b) **active participation** - a Participant who has fulfilled all the conditions of participation in item 1. 1, an active participant has the opportunity to present submitted papers in the form of a speech, to present a scientific paper/poster and to publish a scientific article. Participant in the active participation is entitled to refreshments during the Conference, ceremonial banquet at the hotel in Rzeszow, receipt of the conference materials, a certificate confirming participation in the Conference.

4. Papers submitted to the Conference (scientific papers/posters) may have a maximum of three authors, only one of whom is obliged to present it during the Conference.

5. It is possible to deviate from the limitation of the maximum number of authors, but only after prior notification to the e-mail address konferencja2023@instytutpe.pl and obtaining explicit approval from the Organiser.

6. In the case of a poster session, one Participant can be:

a) author of 1 scientific poster,

b) author of 1 scientific poster and co-author of 1 poster,

c) co-author of 2 scientific posters simultaneously.

7. The participant is obliged to register the topic of the speech on time, make any corrections and changes to the work on time. Full registration takes place after receiving an e-mail with information about accepting the topic.

8. A participant wishing to present a scientific poster during the Conference is required to read the requirements for scientific posters.

9. Detailed issues concerning the poster session are regulated by the Regulations of the Poster Session and the Best Scientific Poster Competition, which is available at: <https://www.instytutpe.pl/en/konferencja2023-en/poster-session/>.

10. All Participants have the opportunity to publish papers in the form of scientific articles after fulfilling the requirements specified on the Conference website: <https://www.instytutpe.pl/en/konferencja2023-en/>

11. After registration in the application form available on the Conference website (<https://www.instytutpe.pl/en/konferencja2023-en/application-form/>) and payment of the

Conference fee specified by the Organizer, it is possible to publish scientific articles without participation in the Conference.

12. The organiser reserves the right to reject submitted scientific articles on the basis of a preliminary assessment by selected members of the Conference Scientific Committee.

13. Due to organizational and technical limitations, the Organizer reserves the right to decide about the impossibility of remote (online) participation in the Conference (applies to active participation).

14. Issues concerning journalist accreditation during the Conference are regulated by the provisions of the "Regulations for granting journalist accreditation and rules applicable to representatives of the media" (available at: <https://www.instytutpe.pl/en/konferencja2023-en/important-documents/>).

§ III

CONFERENCE RULES

1. The organiser determines the schedule of the Conference and has the right to make changes to it, even on the day of the event, including the right to change the time schedule and the order of speeches.

2. The organiser has the right to select submitted topics and their qualification for presentation in the form of a scientific paper / scientific poster presentation and not to accept the proposed topic.

3. Organizer is not responsible for personal belongings of Participants that may be lost, damaged or stolen during the Conference. Participant is fully responsible for damages made by him on the premises where activities related to the Conference are carried out.

4. The participant takes full responsibility for all materials and information presented by him/her, including but not limited to name/logo, presentation, scientific poster. The Participant shall also take full responsibility for all statements and presentations made during the Conference by him/her or his/her delegates.

5. The participant is obliged to observe safety rules, including fire regulations, as well as instructions and organisational and technical orders of the Organizer.

§ IV

CANCELLATION OF PARTICIPATION IN THE CONFERENCE

1. A participant may resign from participation in the Conference only by sending appropriate information to the e-mail address: konferencja2023@instytutpe.pl.

2. The registration fee and other fees are non-refundable, except for the situations described in § II pt. 2. and § IV pt. 3.

3. In case of resignation of the Participant from the participation in the Conference until 1 July 2023. The Organizer undertakes to refund the Conference fee. After this date, obtaining a refund

will be impossible. In order to inform the Organizer about the resignation from the participation in the Conference, please contact us at the following e-mail address: konferencja2023@instytutpe.pl.

§ V

IMAGE

1. The participant (stationary mode of participation or remote mode with the webcam turned on) declares that he/she agrees to the use and dissemination of his/her image by the Organiser in the form of an explicit confirming action, which means personal participation in the Conference venue or turning on the webcam in the case of participation in the remote mode.
2. Participants who do not agree to the recording and dissemination of their image are asked to participate in the Conference in remote mode (on-line) with the webcam turned off.
3. The image may be disseminated in connection with the broadcasting of the Conference live on Internet television, the Internet and the YouTube channel, and may be recorded in the form of photographs, films and recordings and disseminated in connection with the Conference through the publication of materials in the media (television, press, Internet) on the Conference website and on the Conference profiles in social networks.
4. The consent referred to in point 1 is not limited in time or territory and covers all forms of publication, in particular advertising posters, leaflets, printed promotional material, TV spots, advertising in newspapers and magazines and on the Internet, etc.
5. The participant hereby waives any (existing and future) claims, including those for remuneration, due to the use of his/her image within the scope specified in points. 3 and 4.

§ VI

PROTECTION OF PERSONAL DATA

In connection with the organisation of the 8th Scientific Conference "Energy Security - Pillars and Development Perspectives", the Organisers have concluded an agreement on the co-administration of personal data. All information on personal data protection can be found in the INFORMATION KEY available on the website:

<https://www.instytutpe.pl/en/konferencja2023-en/important-documents/>

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