

FILL - Film Industry Leaders Lab REGULATIONS

I. Date and place:

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FILL – Film Industry Leaders Lab (hereinafter called the **Project**) is an educational programme for youth, taking place from 1 to 7 November 2021 in Warsaw, Poland.

II. Project goals:

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The main goals of the **Project** are:

1. support for young artists;
2. preparation of the educational programme for young filmmakers showing how to promote and sell their art works;
3. exchange of best practices from different countries, discussion about possibilities;
4. improvement of brand building and promoting art works skills;
5. increase in knowledge about foreign film markets;
6. development of the network between European film industries

III. The formula of the project:

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All proprietary copyrights to the form and artistic concept of the **Project** are reserved to the FILMFORUM Association, hereinafter called the **Organizer**.

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The **Organizer** gives the status of the **Co-organizers** to the following institutions:

1. KINOGRAPHE Association (France),
2. Malta Film Foundation (Malta),
3. CINEMAHALL INGO (Ukraine)

as the entities which make important contribution to the preparation and realisation of activities of the **Project**.

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Project Producer (appointed by the **Organizer**) and **Project Coordinators** (appointed by the **Co-organizers**) are in charge of all issues related to the preparation and proper conduct of the **Project**, and have a definitive vote in disputable issues not included herein, or requiring additional interpretation.

IV. Rules of participation in the project:

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The **Project** participation rules are defined herein exclusively. Any promotional materials or advertisements are for information only.

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Workshops are intended for people from **18** to **30** years old (hereinafter called the **Participants**). The **Participant** is obliged to submit the **PARTICIPANT'S SURVEY** to the **Organizer**, including an idea for a social advertising script that raises one of the following issues:

1. risks associated with the consumption of alcohol and taking psychoactive substances,
2. domestic violence, aggression or peer violence,
3. cyberbullying,
4. hate speech.

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The **Participants'** task during the exchange will be preparation of the multimedia presentations about the most interesting ideas for international film promotion and distribution which will be developed during the exchange.

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To participate in the **Project**, the **Participant** is obliged to send correctly completed electronic version of the **Participant's Survey** to the **Organizer** until **25 October 2021**.

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Registration process for the **Project** takes place in a following way:

1. The **Participant's Survey** must be correctly completed at the undermentioned website:
<https://filmforum.pl/en/FILL-participants-survey/>
2. After completing and submitting the **Participant's Survey** on the website, the generated PDF will be delivered to the email address given in the **Participant's Survey**.
3. At the recruitment stage, no paper documents are required to participate in the **Project**.

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1. Participation in the **Project** is free of charge, the **Organizer** provides all qualified **Participants** with:
 - a) catering (breakfasts and lunches),
 - b) accommodation on 1 - 7 November 2021.
2. **Organizer** will make places available for people participating online.
3. The number of places for the **Participants** is limited.
4. The **Organizer** warns that the majority of events will be conducted in English.

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The **Organizer** is not liable for the **Participant's Survey** that did not arrive in time.

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The **Participant** accepts full responsibility for the correctness and truthfulness of information provided in the **Participant's Survey**. Providing untrue, illegible or incomplete personal information or not providing them at all, results in exclusion from participation in the **Project**.

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1. The **Qualifying Committee** consist of the **Co-organizers'** representatives. The **Qualifying Committee** will select the **Participants** qualified for the **Project**.
2. Decision whether the **Participant** was qualified or not will be send to the e-mail address given in the **Participant's Survey**.

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Qualified **Participant** is obliged to print and sign the **Participant's Survey** and deliver it to the **Organizer** by **November 1st, 2021** at the latest.

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Registration for participation in the **Project** means unconditional consent to rules of these **Regulations**.

IV. Order notes:

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In matters not covered by these **Regulations**, the provisions of the Civil Code, the Act on Copyright and Related Rights and other generally applicable laws shall apply.

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Due to the epidemic state on the territory of The Republic of Poland in 2021, the **Participant** is obliged to:

1. submit a written health declaration on the day of arrival to the workshops that is aware of the risks related from exposure to SARS-CoV-2 virus and within the last 14 days before making the declaration:
 - a) the **Participant** has not been infected with the SARS-CoV-2 virus and does not show symptoms characteristic for people infected with the SARS-CoV-2 virus, in particular does not have a high temperature, cough, dyspnea and has not lost sense of smell and taste,
 - b) the **Participant** has not undergone any sanitary procedure in connection with the epidemiological threat associated with the SARS-CoV-2 virus, is not quarantined and is not under the epidemiological supervision,
 - c) during the last 14 days before the start of the **Project**, the **Participant** did not live with a person quarantined or isolated at home and did not have contact with people showing symptoms of SARS-CoV-2 infection;
2. be equipped with individual nose and mouth covers for use in indoor spaces during the **Project**.

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The **Participant** has the right to:

1. take part in all events covered by the **Project's** programme,
2. contribute own propositions to the **Project's** programme,
3. get help from the **Project's** staff,
4. respect own views and beliefs.

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During the **Project**, the **Participant** is obliged to:

1. attend all classes (lectures, meetings, practical exercises and accompanying events) covered by the **Project's** programme,
2. punctual arrival for the classes and meals,
3. care about own and other **Participants'** safety,
4. respect the others' personal views and beliefs,
5. respect quiet hours in a place of accommodation,
6. maintaining cleanliness in the facilities and spaces where the **Project** will be carried out,
7. comply with internal order regulations for the facilities, as well as the rules for using the entrusted equipment.

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The **Participant** is not allowed to:

1. smoke, consume alcohol or use psychoactive substances,
2. physically or psychologically abuse the others.

§22

1. The **Organizer** is not liable for the valuables and devices brought by the **Participant** to the **Project** or damaged, lost or stolen luggage.
2. The **Participant** accept financial responsibility for any damage caused by the **Participant's** fault during the **Project**.
3. The **Participant** must inform the supervisors of project groups about leaving the place of accommodation after 10.00 PM.

§23

During the **Project**, the **Participant** is obliged to:

1. disinfect hands every time before entering the common areas,
2. frequent and accurate wash hands with soap in accordance with provided instructions,
3. move in workshop groups and avoid contact with the **Participants** from other groups during classes and meals,
4. keep a safe distance of 2 meters from the **Participants** from other workshop groups,
5. inform the **Organizer** about bad condition or noticed symptoms characteristic for people infected with the SARS-CoV-2 virus,
6. pro-hygienic behaviour:
 - a) avoid touching the eyes, nose and mouth,
 - b) cover lips and nose with a bent elbow or tissue when coughing and sneezing (it is required to throw the tissue as soon as possible into a closed trash can and wash hands),
7. comply with all other guidelines related to preventing the spread of SARS-CoV-2 virus.

§24

When consuming meals, the **Participant** must:

1. disinfect hands,
2. take cutlery wrapped in napkins,
3. keep a safe distance of 2 metres from the **Participants** from other workshop groups,
4. use only own cutlery, drink only from own cup and not give own meal to other **Participants**.

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§11 item 1, §18, and §22-24 do not apply to online participants.

VI. Additional information:

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1. All multimedia materials made during the **Project** are the property of the **Organizer** and **Co-organizers** and will be made available under the terms of the “free license”.
2. The **Participant** agrees to promote the results of his or her activities carried out as part of the **Project** by placing a presentations, photos, portfolio, jingle or other audio-visual work promoting the mission and educational objectives of the **Project** on TV and radio stations, DVDs and on the Internet web.

§27

1. The **Participant** by applying for participation in the **Project**, agrees to the free use of his or her image recorded in the film and photographic materials, carried out as part of the **Project**, for non-commercial activities related to the promotion and dissemination of the **Project** objectives, including broadcasts TV and radio stations, DVDs and on the Internet web.
2. The **Participant** grants to the **FILMFORUM Association** (FILMFORUM Association with headquarters in Warsaw, Poland 00-159, ul. gen. Władysława Andersa 35 , VAT ID/NIP: 778-141-37-39 , Stat. No/REGON: 634536362 , Reg. No/KRS: 0000178435) and **Co-organizers** the right to publish his or her image in a non-commercial usage, and allows to share the film and photographic materials with his or her participation in publications, websites and public screenings aimed at promoting the artistic, educational and social effects of the **Project**.
3. The **FILMFORUM Association** and **Co-organizers** have the right to dispose of rights to all materials realized as part of the **Project** in the following areas:
 - a) cinematic operation and rental for a non-profit screening in cinemas or other public places, or for non-profit screening using a projector and screen;
 - b) all public screenings and displays;
 - c) presentation on TV stations and on the Internet web;
 - d) all recording and reproduction (including the storage of a computer or other device), on data carriers, in digital technology, discs, computer data carriers and any other recording and storage carriers – if it is necessary to enter records of film and photo materials, or parts thereof, in the computer memory;
 - e) processing with the preservation of personal copyrights;

- f) presentation in cinemas, as part of fairs, exhibitions, festivals or competitions, for research, demonstration or control purposes, as well as within education and social prevention;
- g) the right to make audio-visual and audible copies for any kind of image and/or sound media, and to rent them for non-profit public display on any type of playback devices;
- h) transmission of fragments in TV program announcements;
- i) granting further sub-licenses to the partners and third entities.

§28

1. The **Participant** consents to personal data processing and presentation for the purposes of the recruitment process and participation in the **Project**, in accordance with 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).
2. The Administrator of personal data is the FILMFORUM (FILMFORUM Association with headquarters in Warsaw, Poland 00-159, ul. gen. Wladyslawa Andersa 35 , VAT ID/NIP: 778-141-37-39 , Stat. No/REGON: 634536362 , Reg. No/KRS: 0000178435 phone: +48 22 392 03 21, e-mail: rodo@filmforum.pl).
3. The Administrator of personal data appointed the Data Protection Supervisor who inspect correctness of data processing and is available to contact via e-mail: rodo@filmforum.pl.
4. The **Participant** has the right, according to 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), to access to his or her personal data and its correction.
5. In connection to the processing of personal data, the **Participant** has a right to:
 - a) demand from the **Organizer** access to his personal data,
 - b) demand from the **Organizer** correction his personal data,
 - c) demand from the **Organizer** deletion his personal data,
 - d) demand from the **Organizer** reduce processing of his personal data,
 - e) raise an objection against processing of personal data,
 - f) export personal data,
 - g) bring a complaint to the supervisory body.

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Detailed information about the **Project** is provided by the Organisation Offices in the following countries:

- a) **Poland (organizational office):**
FILMFORUM Association
ul. gen. Wladyslawa Andersa 35, 00-159 Warszawa, Poland
phone: +48 22 392 03 21
e-mail: filmforum@filmforum.pl

- b) **France:**
KINOGRAPHE Association
phone: +33 781 755 580
e-mail: association.kinographe@gmail.com
- c) **Malta:**
Malta Film Foundation
phone: +35 699 425 594
e-mail: info@maltafilmfoundation.com
- d) **Ukraine:**
CINEMAHALL INGO
phone: +38 063 224 27 65
e-mail: info@cinemahall.org

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These Rules and Regulations are available on the website: www.filmforum.pl.

The Management Board of the FILMFORUM Association