

**Providing personal data is voluntary, however obligatory to participate in the
Webinar on State aid**

**The webinar will be recorded using the ZOOM application. Please, decide if you agree to record
your image and/or voice. In case you have objections turn off the camera.**

**Rules of the virtual Webinar on State aid
of the Interreg South Baltic Programme 2021-2027**

§1

General provisions

1. The purpose of the Rules is to define the terms of participation in the virtual **Webinar on State aid** of the Interreg South Baltic Programme 2021-2027, hereinafter webinar, organized on 29.09.2025 at 10:00-14:30 CET.
2. The Rules are addressed to all participants of the webinar. Each participant of the webinar meeting is obliged to adhere to the provisions of these rules.
3. The webinar is organized to provide knowledge regarding State aid rules in the Interreg South Baltic Programme.
4. The Rules are available in the Joint Secretariat of the South Baltic Programme, as well as on the organizer's [website](#).
5. The organizer of the webinar is the Joint Secretariat of the Interreg South Baltic Programme 2021-2027 located in Gdańsk, Poland, Plac Porozumienia Gdańskiego 1, hereinafter "organizer". The Joint Secretariat operates within the Center of European Projects located in Warsaw, Poland, Puławska Street 180.
6. The webinar is an open event. Everyone can participate in it.
7. Persons under 18 years of age participate in the webinar only under parent's or legal guardian's care. The organisers accept no responsibility of persons under 18 years of age.
8. Participation in the webinar is free of charge.

9. Filling in and sending the registration form as well as reading and accepting these Rules are obligatory to take part in the webinar. Registration forms can be sent until 28.09.2025.
10. The registration form mentioned in paragraph 1, point 9 contains name and surname, email address, country/region and name of organisation, question to be answered during the webinar.
11. Persons, who reported their participation in the webinar according to paragraph 1, point 9 and receive a confirmation by e-mail until 28.09.2025 are called "Participants".
12. A participant can resign from taking part in the webinar meeting at any time.

§2

Rules to respect during the webinar

1. The **webinar on State aid** is organized on 29.09.2025, at 10:00-14:30 CET.
2. The details of the webinar are available on the organizer's website: www.southbaltic.eu. The organizer reserves the right to change the program of the webinar.
3. The webinar is organized in virtual form.
4. Technical details regarding access to the webinar, in particular the website address and the rules for logging in and using the conference tool will be sent to Participants by e-mail no later than the time and day the session starts.
5. Technical requirements necessary to participate in the meeting in the online form (webinar) are:
 - a. a device with access to the Internet,
 - b. an access to an e-mail account,
 - c. a properly configured browser that supports cookies and javascript.
6. The organizer does not bear the costs of participants' participation in the meeting, in particular the costs of using devices, e-mail account or data transmission.
7. The organizer is not responsible for the quality of the Internet connection, in particular for the quality of the image and sound reaching the participants.

8. The organizer ensures that he will make every effort to guarantee the quality of the meeting as described.
9. The organizer reserves the right to remove the participant from the meeting in case of causing major disruptions or gaining unauthorized access to the meeting.

§3

Processing of personal data

1. The administrator of data of participants of the webinar is the Center of European Projects (CPE) located in Warsaw, Poland, Puławska Str. 108. In matters related to your data you can contact the Inspector of Data Protection electronically at the following e-mail address: iod@cpe.gov.pl or by post to the address given above.
2. Personal data are processed 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, GDPR) (OJ L 119, 4/05/2016, pp. 1-88). The legal basis is: art. 6 section 1 letter a (consent to use the image), letter b (acceptance of the Regulations and processing of name, surname, e-mail address and name of the organization in order to participate in the Webinar) and point c (date of processing for the purposes of the administrator's legal obligations) of the GDPR.
3. The webinar will be recorded by the Zoom application to carry out promotional activities as a part of the implementation of Interreg South Baltic Programme 2021-2027. Data in the form of the image of participants can be used and disseminated through Programme paper publications, website or social networks, multimedia presentations of the Program as well as in the form of photos and recordings made as part of promotional and archiving activities of the Interreg South Baltic Programme 2021-2027.
4. Personal data of the participants will be processed only for the purpose of organizing and promoting of the **Webinar on State aid**. The personal data of the participants will be processed by trained and authorized employees of the administrator. They can also be made available to recipients authorized under the applicable law (e.g., control authorities).
5. Personal data will be stored for a period of 5 years, starting from the date of completion of the settlement of Technical Assistance under the Interreg South Baltic Program.

6. Each participant has the right to access their personal data, request its correction, deletion or limitation of the scope of processing, and transfer of personal data. In order to exercise your rights, please contact the Data Protection Officer in person or via e-mail provided in section. 3 point 1.
7. Each participant has the right to lodge a complaint to the President of the Office for Personal Data Protection when he/she finds a violation in the processing of your personal data.
8. Personal data in the form of an image that will be registered during the meeting and published on social media and on the organizer's website will be processed until consent is withdrawn.
9. Personal data will not be transferred outside the European Economic Area. The data is not subject to the process of automated decision making or profiling.

§4

Final provisions

1. The organizers have the right to change the Rules of the virtual webinar at any time. The participants will be notified about the change of the Rules.
2. In matters not covered by these Rules, the provisions of the Civil Code shall apply.

/Gdańsk, Poland, 2025-08-18/