

**Warsaw Observatory of Culture****COMPETITION REGULATIONS**  
**‘Cultural Warsaw: a personal perspective’**

(hereinafter: ‘the Competition’)

**§ 1 General provisions**

1. The Competition is organised by the Warsaw Observatory of Culture – a local government arts institution (hereinafter: ‘the Organiser’), with its registered office at 29A Mokotowska Street, 00-560 Warsaw, NIP: 5251000514.
2. The Competition is open to pupils in **Years 4-8** attending primary schools in Warsaw during the 2025/2026 school year.
3. Participation in the Competition is **free of charge** and **voluntary**.
4. Information about the Competition, including updates and results, will be published on the Organiser’s website and social media channels: <https://wok.art.pl/en/projekty/dzieci-uczestnicza/kulturalna-warszawa-wersja-osobista/>
5. The Regulations set out the terms and conditions for participating in the Competition, the procedure for submitting entries, assessment criteria, and the rules governing the processing of personal data and the use of competition entries.

**§ 2 Theme and objectives of the Competition**

1. Theme of the Competition: **‘Cultural Warsaw: a personal perspective’**.  
The Competition’s subject matter consists of young people’s narratives about their activities, places and preferences for spending time in Warsaw: at home and away from home, with family members, friends or on their own, online or offline, actively or passively. This narrative must comprise two parts: photographs and a description.
2. Objectives of the Competition:
  - a. to enable young people to express themselves in their own words and share their experiences of life and participation in culture within Warsaw
  - b. to learn about the activities and preferences of young people in Years 4-8 while spending their time in Warsaw;
  - c. to identify places where young people are active in Warsaw;
  - d. to develop young people’s creativity, digital skills and writing abilities.

**§ 3 Duration of the Competition**

1. The competition will take place during the following period:
  - a. **16 April 2026** – announcement of the competition and start of the application period;

- b. **17 May 2026** (until 23:59) – close of applications (the date and time of receipt of the application shall be decisive);
  - c. **20 June 2026** – announcement of results.
2. The Organiser reserves the right to amend the schedule by publishing information on the Organiser's website.

## § 4 Conditions of participation

1. To be eligible to enter the Competition, a person must meet the following condition:
  - a. must be attending Years 4, 5, 6, 7 or 8 of a primary school in Warsaw.
2. Entries must be submitted by a parent/legal guardian or by the participant under the supervision of a parent/legal guardian, by sending the entry and the completed and signed appendices 1-3 to the email address: **konkurs@wok.art.pl**.

## § 5 Requirements for the Competition Entry

1. The Competition Entry (hereinafter: 'Entry') consists of **two** parts:
  - A. Between 1 and 3 photos of a single location in Warsaw** chosen by the Participant; The photos must:
    - be taken by the Participant themselves;
    - be taken with a smartphone or a camera (film or digital);
    - present a subjective view of the location in Warsaw selected by the contestant as important to them;
    - be submitted in digital format as a JPEG (JPG) or PNG file in either portrait or landscape orientation;
    - be signed with the author's name and surname (file name);
    - the images must not contain the likeness of persons other than the Participant that would contravene the relevant applicable laws.
  - B. Description of the location.** The description may take the form of a written text or an audio recording. The description must:
    - include a title;
    - provide a detailed account of the chosen location, explaining the reasons for the choice and describing **what** the Participant does there and **whom with, how often, and why**;
    - not exceed 3,000 characters, including spaces;
    - in the case of an audio file, be submitted in .m4a, .mp3, .wav, .aiff, .wma, .aac. format, and **must not exceed 5 minutes** in length;
    - relate to the theme of the competition.
2. The Competition Entry must be the Participant's own original work, which means that:
  - a. all photographs must be taken by the participants themselves;
  - b. the use of ready-made materials found on the internet, or the generation and modification of images and text using Artificial Intelligence, is not permitted;
  - c. the use of graphics, photographs or other copyright-protected elements is not permitted.
3. Entries (descriptions) may be submitted in **any language**. It must be sent in an editable text file, in .docx, .odt, or .txt format.

4. The Entry must not have been previously submitted as an entry in other competitions, reviews or events.
5. One participant may submit **any number of entries (photographs and descriptions) [one entry = one submission]**.
6. The entry must be prepared by a single author (individual entry).

## **§ 6 Submissions**

1. Participation in the Competition is subject to the timely submission to the email address **konkurs@wok.art.pl** of the following completed, signed and scanned documents:
  - a. The entry form (Appendix no. 1);
  - b. The parent's/legal guardian's consent to participation in the Competition and the declarations required by the Regulations, including consent to the processing of personal data (Appendix no. 2);
  - c. Both components of the Competition Entry – 1) 1-3 photographs and 2) a description/recording.
2. Entries submitted after the deadline will not be considered.
3. Incomplete entries will not be considered.
4. By submitting an Entry, the Participant confirms that they have read and accepted these Regulations.

## **§ 7 Assessment criteria**

1. Entries are assessed on both formal and substantive grounds.
2. All submitted Entries are subject to a formal assessment. Entries containing formal deficiencies or errors will not be eligible for substantive assessment:
  - a. they were submitted after the deadline for submission of entries specified in the Regulations;
  - b. they were submitted by Participants who do not meet the requirements set out in paragraph 4.1;
  - c. do not contain all the necessary attachments specified in paragraph 5;
  - d. were submitted by other means than specified in the paragraph 6.1.
3. The Organiser reserves a right to contact the Participant to inform them of any formal deficiencies in their application and to allow them to rectify these within a timeframe specified by the Organiser.
4. **Entries that pass the formal verification stage will be assessed by the Jury on substantive grounds in accordance with the following criteria:**
  - a. **authenticity and documentary value** of both the photographs and the description (demonstrating the participant's real-life experiences);
  - b. **creativity and ingenuity** in approaching the theme – in both the photographs and the description;

- c. **detail of the description** – presenting various aspects of the place and activity described.
5. The Organiser reserves the right to state that the Jury's decision is final.

### **§ 8 The Jury and the Competition's results**

1. The Organiser will appoint a five-member Competition Jury to assess the submitted entries.
2. The Jury will only assess entries that meet the requirements of the Regulations.
3. The results of the Competition will be announced on **20 June 2026** on the Organiser's website and social media channels.
4. Entries submitted to the Competition will not be returned.
5. In matters not covered by these Regulations, the Organiser shall make a decision in accordance with the purpose of the Competition and the principle of equal treatment of participants.

### **§ 9 Prizes**

1. The following prizes are available for the winners:
  - a. Five prizes worth PLN600 each;
  - d. Ten special mentions worth PLN200 each.
2. Details regarding the date and method of awarding the prizes will be announced in good time on the Organiser's website and via email to the address provided in the entry form.
3. If it is not possible to contact the winner within **14 days** of the results being announced, the Organiser may decide to award the prize to the next entry on the ranking list.
4. The Organiser reserves the right to change the number and value of the Prizes awarded.

### **§ 10 Copyright and permissions to use Entries**

1. The Participant declares that the Entry is their own work and does not infringe the rights of any third parties.
2. The terms and conditions for granting the Organiser a royalty-free, non-exclusive licence to use the Entry are set out in Appendix no. 2.
3. The Organiser may not use the Entry in a manner that is offensive, misleading or damaging to the reputation of the participants.

### **§ 11 Final provisions**

1. The Competition is not a game of chance within the meaning of the Act of 19 November 2009 on gambling. The Organiser reserves the right to amend these Regulations for valid reasons, provided that the updated version is published on the Organiser's website. Such amendments must not infringe upon the participants' acquired rights.
2. No provision of these Regulations shall be construed as obliging the Organiser to award a specific minimum number of Prizes (in particular in the absence of suitable Entries).
3. These Regulations come into force on the date the Competition is announced.

4. Final decisions regarding the interpretation of these Regulations, as well as matters not covered by them and relating to this Competition, rest with the Organiser.
5. The terms and conditions governing the processing of personal data by the Warsaw Observatory of Culture for the purposes of the Competition are set out in Appendix no. 3.

### **List of appendices**

1. **Appendix no. 1** – Entry form.
2. **Appendix no. 2** – Consents and declarations by the parent/legal guardian (regarding participation in the Competition, the processing of the parent's and Participant's personal data, the use of copyright in the submitted entries, and consent to the use of the Competition Participant's likeness) (to be signed and submitted together with the Entry).
3. **Appendix no. 3** – the GDPR information clause.

**Appendices no. 1 and no. 2** are available for download on the Competition website:  
<https://wok.art.pl/en/projekty/dzieci-uczestnicza/kulturalna-warszawa-wersja-osobista/>

## The GDPR information clause for the participants of the ‘Cultural Warsaw: a personal perspective’ Competition

### Appendix no. 3 to the Regulations of the ‘Cultural Warsaw: a personal perspective’ Competition

In accordance with Article 13 of 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), hereinafter referred to as the GDPR, we hereby inform you:

|  |   |
|--|---|
| Data Controller  | Warsaw Observatory of Culture, 29a Mokotowska Street, 00-560 Warsaw, entered in the Register of Cultural Institutions of the Capital City of Warsaw under number RIA/166/91, NIP: 5251000514, REGON: 010941634 (‘Warsaw Observatory of Culture’)  |
| Data Protection Officer  | e-mail: <a href="mailto:iod@wok.art.pl">iod@wok.art.pl</a>  |
| Purposes of processing personal data and legal basis               | Personal data: the child’s first name, surname, year of birth, country of birth, and the legal guardian’s first name, surname and contact details will be processed for the purpose of organising and conducting the competition entitled <i>Cultural Warsaw: a personal perspective</i> pursuant to Article 6(1)(b) of the GDPR – participation in the competition is treated as a contract (Regulations) – and Article 6(1)(c) of the GDPR – concerning the settlement of cash prizes. Personal data in the form of a likeness, in accordance with the consent given, pursuant to Article 6(1)(a) of the GDPR, will be processed for the purpose of organising and conducting the competition entitled <i>Cultural Warsaw: a personal perspective</i> in connection with the activities carried out by the Controller, in accordance with Article 81(1) of the Act on Copyright and Related Rights.   |
| Information regarding recipients of personal data                  | The recipients of personal data may include entities processing data on the Controller’s instructions, solely within the scope specified in the data processing agreements concluded with those entities. Your personal data may also be disclosed to authorities and entities authorised to collect data under the law. The recipients of personal data in the form of your first name, surname and likeness will be visitors to the Controller’s website and social media platforms. The Controller does not transfer data outside the European Economic Area, subject to the transnational nature of data flows where such transfers take place pursuant to Chapter V of the GDPR, including standard data protection clauses or a decision by the European Commission confirming an adequate level of protection, e.g. based on the EU-US Data Privacy Framework (EU-US Data Privacy Framework), in connection with the use of services provided by trusted entities – monopolists (including Microsoft, Apple, Meta, X, Google LLC, and TikTok). |
| Personal data retention period                                     | Personal data collected by the Data Controller will be retained for the period specified in the institution’s Office Procedures and the Standardised Subject File Register, or until consent is withdrawn.  |
| Transfer of data to third countries or international organisations | Personal data will not be transferred to third countries or international organisations.  |

|  |  |
|--|--|
| <p>Information regarding the requirement to provide personal data and the consequences of failing to do so</p> | <p>Providing personal data is voluntary but necessary to take part in the competition. You have the right to withdraw your consent to the processing of your data at any time, to the extent that your personal data is processed on the basis of the consent you have given. Withdrawal of consent does not affect the lawfulness of processing carried out on the basis of your consent prior to its withdrawal.</p>   |
| <p>Rights relating to personal data</p>  | <p>In accordance with the provisions of the GDPR, you have the following rights in relation to your personal data being processed:</p> <ul style="list-style-type: none"> <li>a) the right to access your data;</li> <li>b) the right to rectification (correction) of your data;</li> <li>c) the right to restrict the processing of your personal data;</li> <li>d) the right to request the erasure of your personal data (unless specific provisions require the Controller to retain the data, i.e. subject to Article 17(3)(b) (legal obligation or public interest) and (d) (archiving purposes) of the GDPR);</li> <li>e) the right to data portability (in the case of processing based on a contract or consent, by automated means);</li> <li>f) the right to object to the processing of your personal data at any time (based on Article 6(1)(e) or (f), including profiling) The Controller is entitled to continue processing the data if it demonstrates the existence of valid, legitimate grounds for processing that override the interests, rights and freedoms of the data subject, or grounds for establishing, exercising or defending legal claims;</li> <li>g) the right not to be subject to a decision based solely on automated processing, including profiling, which produces legal effects concerning the data subject or similarly significantly affects them;</li> <li>h) if the processing of personal data is based on your consent, you have the right to withdraw your consent at any time without affecting the lawfulness of the processing carried out on the basis of your consent prior to its withdrawal;</li> <li>i) in the event of incorrect processing of personal data, you have the right to lodge a complaint with the national data protection supervisory authority, namely the President of the Personal Data Protection Office.</li> </ul> |
| <p>Automated processing, including profiling</p>   | <p>No automated decision-making, including profiling, takes place during the processing of personal data.</p>  |