



**Rules and regulations concerning admission and participation in the *Polish-Israeli Youth Exchange - PIYE* program
(hereinafter referred to as: „Rules and regulations”)**

§1. Organizers

1. *Polish-Israeli Youth Exchange – PIYE*, hereinafter referred to as „Program”, is an educational initiative of the Museum of the History of Polish Jews POLIN and the Association of the Jewish Historical Institute of Poland, addressed to students from Poland and Israel. Since 2006, it has helped students get acquainted with Polish-Jewish history and present-day, and enables cultural exchange.
2. The Program’s organizer is the Museum of the History of Polish Jews POLIN with the registered office in Warsaw, Anielewiczka 6 Street, PL-00157 Warsaw, entered in the register of the institutions of culture maintained by the Minister of Culture and National Heritage, registry number RIK 89/2014, hereinafter referred to as „Organizer” or „Museum”.
3. The Program’s co-organizer is the Association of the Jewish Historical Institute of Poland located in Warsaw, Tłomackie 3/5 Street, PL-00090 Warsaw, entered in the register of the institutions of culture maintained by the Minister of Culture and National Heritage, registry number RIK 89/2014.
4. The Program is realized thanks to the support of the donors: Ygal Ozechov and Tomek Ulatowski.

§2. Information on the Program

1. The Program’s goals are:
 - 1) initiating Polish-Israeli intercultural dialogue;
 - 2) networking the participants;
 - 3) combating prejudices;
 - 4) raising the issue of intercultural dialogue by acting together;
 - 5) developing leadership skills.
2. The program comprises a five-day program in Poland, a five-day program in Israel and meetings of the project teams taking part between programs in Poland and in Israel (at least 5 on-line meetings).
3. Each parts include activities related to realization of cross-cultural projects, workshops for leaders, meetings with employees of institutions of culture, education as well as non-governmental organizations.
4. Since all the classes will be held in English, participants are required to demonstrate an advanced level of English language skills. No certificate of linguistic proficiency is required.
5. Participants admitted to the Program are obliged to arrange for a suitable travel insurance policy (against illness and accidents) and to cover the cost of such insurance.

§3. Cost of participation in the Program

1. The Organizer covers the cost of accommodation and catering for the participants of the Program over the course of its parts in Poland and in Israel.
2. The Organizer also reimburses the cost of travel of the Program participants up to 700,00 PLN. The money will be paid into the bank account provided by the participant on the basis of the presented tickets. The cost of travel from Poland to Israel and back is covered for the participants from Poland, while the cost of travel from Israel to Poland and back is covered for the participants from Israel. In case of providing the Organizer with incorrect data for the bank transfer, the costs of re-transfer shall be covered by the Participant.
3. The participant of the Program is obliged to submit documents requisite for the reimbursement of the cost of travel to the Organizer.
4. Documents requisite to reimburse travel costs of the participants from Israel need to be submitted no later

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than 10 days after the part of the Program held in Poland ended; documents requisite to reimburse travel cost of the participants from Poland need to be submitted no later than 10 days after the part held in Israel ended.

5. The Organizer will not reimburse the cost of travel if the participant resigns from participation in the Program or part of the Program after its commencement, as well as in case of a participant being removed from the list of participants. The provision made in point 5 may be renounced in case of the resignation being caused by a force majeure (to be decided in each case by the Museum).

§4. Rules of admission

1. We invite adults from 20 up to 35 years old to apply for the Program.
2. The recruitment shall be managed by the Recruitment Committee appointed by the Organizer; the Chair of the Committee shall be selected by the Committee from amongst its members. The Committee's decisions are reached by the majority vote; should there be no majority or the votes be equal in number, the Chair of the Recruitment Committee shall hold a decisive vote.
3. The recruitment process shall comprise two stages. The first stage involves filling in the application form. The second stage involves an interview.
4. In order to be admitted to the first stage of the recruitment, a candidate needs to fill in the application form on www.polin.pl no later than to the date specified in the announcement.
5. The criteria for admission to the Program are the following:
 - 1) ideas for realization of new projects involving cross-cultural or Polish-Jewish themes;
 - 2) interest in the subjects of cross-culturalism and the history of Polish-Jewish relations;
 - 3) experience in participation or in realization of projects devoted to the issues of cross-culturalism and Polish-Jewish relations;
 - 4) level of English proficiency.
6. As part of the first stage process of recruitment, the Recruitment Committee appointed by the Organizer will assess the candidates on the basis of information included in the application form, taking into consideration criteria listed in § 4, point 5, articles 1-4.
7. Candidates granted the highest grades during the first stage of the recruitment process will qualify to the second stage.
8. Candidates shall be informed on being qualified to the second stage of the recruitment process by e-mail or by telephone.
9. As part of the second stage of the recruitment process, the Recruitment Committee will interview the candidates who qualified to the second stage. Details on the interviews and the dates on which they are to be held will be provided to the qualified candidates.
10. The Recruitment Committee will qualify maximum 15 participants of the Program from each country (30 persons total) on the basis of the interviews. The Committee will consider both the criteria assessed earlier on the basis of the application forms and additional criteria tested in the course of the interviews, such as: openness to group work, motivation, inter-personal and communication skills as well as additional abilities and assets of the candidates.
11. Candidates shall be informed on being qualified to participate in the Program by e-mail or by telephone.

§5. Rights and Obligations of the Participants of the Program

1. Signing an agreement on the participation in the Program is requisite to participate in the Program.
2. Participants are entitled to:
 - 1) participate in the Program activities, in line with the Rules and Regulations;
 - 2) be provided with suitable materials during activities;
 - 3) make remarks and suggestions with the aim to streamline and modify the Program to the people

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responsible for implementation of such modifications.

3. Participants are obliged to:
 - 1) actively participate in each part of the Program and inform the Organizer on absences during any of the activities at least 2 hours ahead (the only absences allowed are these caused by force majeure);
 - 2) cooperate in the process of the Program's evaluation, including filling in the evaluation forms;
 - 3) maintain confidentiality with regard to the information gained in the course of participation in the Program and pertaining to other participants engaged in the realization of the Program;
 - 4) respect the worldview and religious views of other participants of the Program.
4. Active participation in each part of the Program is requisite to obtaining a certificate of participation in the Program.
5. Participant reserves the right to resign from participation in the Program at any time. The Organizer reserves the right to demand reimbursement of cost related to his or her participation in the Program (e.g. cost of catering and accommodation), unless the resignation is caused by factors that are beyond his or her control.
6. The Organizer reserves the right to remove a participant from the list of participants in case of fundamental breach of the Rules and Regulations, especially due to absences in the Program activities that are not caused by reasons beyond the participant's control.
7. In case of a participant being removed from the list of participants due to fundamental breach of the Rules and Regulations, the Organizer reserves the right to demand the reimbursement of the cost of participation in the Program (e.g. cost of catering and accommodation).

§6. Agreements

Participant qualified to participate in the Program agrees to unpaid, repeated and unlimited by time or space:

- 1) use of works performer by the participant in the course of workshops run in the course of the Program, as part of activities undertaken by the Organizer;
- 2) using the participant's image by the Organizer or a person authorized by the Organizer in the course of the Program, as well as to use photos and AV materials in the Organizer's statutory activities, including in publications and expositions regarding to the Program;
- 3) public presentation of photos and AV materials produced in the course of the Program, including the images and voice recordings taken in pictures and AV materials, regarding the Program, including the Internet.

Art. 7 Personal data

1. Personal data of Participants of the Program shall be processed in accordance with the Regulation of the European Parliament and of Council (EU) 2016/679 of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data by the Museum as the controller of the data, for the purpose of participation and carrying out the Program, to which the Participant should give his/her consent in the manner specified in Article 6.1 (a) of the Regulation when joining the Program.
2. The Museum appointed a Data Protection Officer (DPO), who can be contacted by e-mail at: iod@polin.pl, by telephone at: 22 471 03 41.
3. The Museum informs that the following categories of data of the Participants shall be processed: name, surname, e-mail address, image.
4. Providing consent to the processing of personal data of the Participant under the conditions provided for herein is voluntary, however, necessary to take part in the recruitment process and the Program.
5. Each Participant who provided the Museum with his/her personal data has the right to access own

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personal data, the right to request their rectification, erasure or restriction of their processing, the right to data portability, the right to object, the right to withdraw consent at any time, which does not affect the lawfulness of processing based on the consent before its withdrawal.

6. Withdrawing the consent shall require sending a message via e-mail to the address: iod@polin.pl.

§8. Final provisions

1. The Rules and Regulations enter into force as of the date of publication of thereof.
2. Participation in the Program is subject to accepting the Rules and Regulations.
3. The Organizer reserves the right to implement changes in the Rules and Regulations for legitimate reasons from the start of the recruitment process till the end of the Program. Participant, who does not agree to a change in the Rules and Regulations which encroach on his or her rights and obligations, reserves the right to resign from the Program.
4. The Organizer reserves the right to nullify the recruitment process or to stop the realization of the Program without giving any reason.
5. The Rules and Regulations were written in Polish and English language versions. In case of discrepancies, Polish version shall remain the binding version.

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