

Regulations of the Voluntary Service Poland Business Run 2023

The organiser of the Voluntary Service is the Poland Business Run Foundation with its registered office in Kraków, ul. Henryka Siemiradzkiego 17/2, 31-137 Kraków, entered into the Register of Entrepreneurs kept by the District Court for Kraków-Śródmieście in Kraków, 11th Economic Division of the National Court Register under KRS number: 0000617320, NIP: 6762507232, REGON: 364424465, represented by: Agnieszka Pleci - President of the Board

Recruitment

1. In order to become a Volunteer, an application form available on the Organiser's website (www.polandbusinessrun.pl) must be completed.
2. On the basis of the applications, the Volunteer coordinator will carry out the recruitment - reserving the possibility to contact selected persons. Information on acceptance/non-acceptance for volunteering will be sent to the individual email address provided in the application form by 31 July.
3. The Volunteer, depending on the needs, will be assigned to a specific section on the day of appearance at the venue of the event.

Tasks for Volunteers

Volunteer tasks include:

- a. Run Office service (activities in the days preceding the run) - preparing and issuing starting packs for participants in the Krakow Run,
 - b. Securing the Run route - preparing (marking, taping) the Run route and securing the route during the Run (e.g. directing traffic),
 - c. Securing the change zone - taking care of order and safety of the runners during handing over the relay baton, taking places in the starting boxes,
 - d. Servicing the medal area - handing out commemorative medals to the runners, servicing the water dispensing point,
 - e. Deposit/locker room service - preparing and servicing the area where runners will leave their belongings,
 - f. Additional tasks - technical support in the preparations.
2. The Volunteer will be given an individual hourly work schedule and will be required to be on time at the designated place and time and for the agreed duration of the Voluntary Service.

Rights and obligations of the Volunteer

1. The Organiser will provide a training session for volunteers prior to the start of work where

they will be provided with a set of organisational information and health and safety rules.

2. Each Volunteer, upon explicit request, will receive a certificate confirming participation in volunteering during the Poland Business Run 2023. At the Volunteer's request, an additional written opinion on the volunteer activities may be issued.

3. The Organiser shall provide the Volunteer with: a volunteer T-shirt, a written cooperation agreement, personal accident insurance, refreshments, care and support of the volunteer coordinator or leader, a safe working place.

Volunteer's commitments

1. By undertaking to participate in volunteering during the Poland Business Run, the volunteer commits to:

- a. Take care of the property entrusted to them during their work.
- b. Abide by the Regulations of the Voluntary Service and rules learned at the organisational meeting.
- c. Co-operate with the security services, services, staff and volunteers working at the Event.
- d. Represent themselves with dignity by their attitude and take care of the good image of the Organiser.

Personal details

1. By filling in the application form the candidate agrees to the processing of their personal data (name, surname, email, telephone number) for the purpose of volunteer recruitment by the Poland Business Run Foundation. Detailed information concerning the processing of personal data of a volunteer candidate can be found in the information clause enclosed to these Rules.

2. Volunteers who, during their tasks, will have access to the personal data of participants and/or Beneficiaries will be given written authorisations to process personal data and will undertake in writing to maintain confidentiality and process the data in accordance with the authorisation given by the Data Administrator.

Termination of cooperation

Termination of the agreement may occur:

- a. At any time by agreement of the parties
- b. At any time in the event of breach of contract or law by one of the parties.

15/06/2023, Krakow