

# **7th International Conference of Electrochemical and Membrane Separations – Science and Technology.**

## **Rules & Regulations**

### **§1 General provisions**

1. These regulations define the rules for participation in the 7th International Conference of Electrochemical and Membrane Separations – Science and Technology.
2. The Conference will be held on May 18-22, 2025, at the Concordia Design Event Center in Wrocław. The address is Wyspa Słodowa 7, 50-266 Wrocław
3. The Organizer of the Conference is the Faculty of Chemistry at Wrocław University of Science and Technology, Wrocław, Poland.
4. The program, registration, these Rules and Regulations and contact email for the Conference are available on the Conference's Website: <https://emsp2025.pwr.edu.pl/>.
5. A Participant of the Conference is any person who has registered for participation and satisfies the conditions set out in these Rules and Regulations.
6. The official language of the Conference is English.
7. All dates and times are provided in local time UTC+01:00 (Poland, Warsaw time zone).
8. The Organizer reserves the right to amend the program at its sole discretion without the requirement to provide a rationale.
9. The Rules and Regulations are available on the Conference's Website.

## **§2 Rules for Participation**

1. Participation in the Conference is only possible on-site, with an expected attendance of 100-150 participants.
2. Registration for Participants of the Conference can only be completed through the Website.
3. Each Participant of the Conference needs to register and pay the Conference fee via the Website, unless directly contacted and instructed otherwise by the Organizer. The rates and deadlines are available on the Website. The bank account information is also listed below. The payment is due within 14 days of the online registration. When delay is expected, a notification by email is required at emsp2025@pwr.edu.pl.
4. Payments have to be done to the following account number:

- **Registration Fees in EUR**

- Bank name: SANTANDER BANK POLSKA SA
- Bank account number: PL91 1090 2402 0000 0006 1000 0626
- SWIFT: WBKPPLPP
- Title of the bank transfer: EMS2025 FirstName\_SecondName
- Recipient: Wrocław University of Science and Technology

The bank transfer fees are the responsibility of the Participant.

Payments by credit card are accepted on the Website.

5. An Accompanying Person may attend the Conference's social events—Conference dinner and Tour of Wrocław—provided they register together with a Participant of the Conference and pay the accompanying-person fee.
6. We only allow adult Participants of the Conference and Accompanying Persons.
7. The following data are collected upon registration: name and surname, title (optional), country, affiliation, email address, dietary restrictions (optional), special requirements (optional), name and surname of any accompanying person (optional), selected social events (optional), invoice details, and consent for processing of personal data by the Organizer (and his subcontractors).
8. After registration, an email with payment instructions is sent to the provided address. Registration is considered complete once the payment has been successfully processed.

9. To make any changes to your data after submitting the registration form, please contact the Organizer via email at [emsp2025@pwr.edu.pl](mailto:emsp2025@pwr.edu.pl).

10. The registration fee of the Participant of the Conference covers:

- Admission to the 7th International Conference of Electrochemical and Membrane Separations – Science and Technology.
- Information materials and participant badge (only individuals displaying their personal badge may attend the Conference and access the venues).
- Lunches and coffee breaks.
- Additional fees are required to attend the tutorial session, conference dinner on May 20th and guided tour in Wrocław on 22 May.

11. The Organizer is not obliged to cover any costs beyond those specified above.

12. The Organizer reserves the right to close registration once the capacity of the conference venues is reached.

13. The Organizer reserves the right to cancel accompanying events due to an insufficient number of participants or force majeure.

14. By paying the fee, each Participant of the Conference and Accompanying Person authorizes the Organizer to issue an invoice. The invoice will be sent to the email address of the participant.

15. The Payer (the recipient) of the invoice is the entity indicated by the Participant in the registration form.

16. For conference fees paid by bank transfer, cancellations are possible. Full refunds are available until April 18, 2025. After this date, fees are non-refundable.

17. For payments made by credit card through the Autopay gateway, cancellation is possible:

a. 50% refund of the fee is available within 7 days of the payment, but no later than May 10, 2025.

18. Refunds in other situations will be at the sole discretion of the Organizer.

19. Failure to pay the Conference participation fee or accompanying-person Conference by the deadline specified by the Organizer entitles the Organizer to cancel the registration without liability for any damages.

20. The registration form includes a dedicated field for individuals with disabilities to specify any special requirements. Additionally, the website and registration form offer basic accessibility features, such as contrast adjustment and font enlargement, to accommodate people with special needs.

### §3 Final Provisions

1. The Organizer is not responsible for belongings of participants and accompanying persons that are lost, damaged, or stolen during the Conference.
2. Each participant of the Conference bears full financial and legal responsibility for any damage they cause during the event.
3. The Organizer is not liable for any damage caused to the participant as a result of force majeure. Force majeure is defined as an event, combination of events, or circumstances beyond the Organizer's control that significantly hampers or prevents the fulfillment of the Organizer's obligations and could not have been anticipated, prevented, or overcome through due diligence.
4. The Organizer reserves the right to change the date or cancel the Conference for reasons beyond their control. In the event of cancellation, the Organizer will refund the entire fee paid by the participant to the bank account used for the payment.
5. The Organizer reserves the right to change the format of the conference to an online event if circumstances prevent holding it in person. In such a case, the complete procedure, including options for cancellation and refunds, will be communicated to the registered participants.
6. The Organizer holds the exclusive right to provide a binding interpretation of the Rules and Regulations.
7. These Rules and Regulations take effect upon acceptance by registering through the Website.
8. In accordance with Article 81, paragraph 1 of the Act of February 4, 1994, on Copyright and Related Rights (Journal of Laws, 2019, item 1231, as amended), the conference participant agrees to the free, noncommercial use of their image by the Organizer (or on the Organizer's behalf) in connection with their participation in the conference. This includes any available format, such as photography and film, without territorial or time limitations, across the following fields of exploitation: copying, reproduction, dissemination, lending, and broadcasting, including via the Internet.

#### §4 Personal data protection

1. I hereby consent to the processing of my personal data provided in the registration form for the purposes and to the extent necessary for organizing the 7th International Conference of Electrochemical and Membrane Separations – Science and Technology , to be held in Wrocław from May 18-22, 2025. This data will be processed by the Wrocław University of Science and Technology, located at Wybrzeże Stanisława Wyspiańskiego 27, 50-370 Wrocław, Poland.

2. Information clause: Wrocław University of Science and Technology located at Wybrzeże Stanisława Wyspiańskiego 27, 50-370 Wrocław, Poland, with NIP: 8960005851 and REGON: 000001614, as the Personal Data Controller , hereby informs Mr/Ms/Mx that:

- The subcontractor and processor of your personal data is the Convention Bureau – Wrocław, headquartered at Wystawowa Street 1, 51-618 Wrocław, Poland, registered with the District Court in Wrocław-Fabryczna, VI Economic Department of the National Court Register, KRS: 0000139886;
- The subprocessor of your data (subcontractor of Convention Bureau – Wrocław) is Netventure Sp. z o.o., located at Ojcowska Street 3, 02-918 Warsaw, Poland, KRS: 0000347932;
- Your personal data will be processed for the purpose of organizing the 7th International Conference of Electrochemical and Membrane Separations – Science and Technology, in accordance with Article 6(1)(a) of the General Data Protection Regulation (GDPR) of April 27, 2016;
- The recipients of your personal data will include the event organizer, event producer, Autopay SA and the company providing the registration system necessary for conducting the conference registration process;
- Your personal data will be retained for the duration of the preparation, execution, and evaluation of the 7th International Conference of Electrochemical and Membrane Separations – Science and Technology;
- You have the right to access your data, as well as the rights to rectify, delete, or restrict processing; the right to data transfer; the right to object; and the right to withdraw consent at any time, without affecting the lawfulness of processing based on consent prior to its withdrawal. To exercise the above rights, please contact the Organizer directly or by writing to the following address: [emsp2025@pwr.edu.pl](mailto:emsp2025@pwr.edu.pl) ;

- If you believe that the processing of your personal data infringes upon the provisions of the General Data Protection Regulation (GDPR) of April 27, 2016, you have the right to lodge a complaint with the President of the Personal Data Protection Office (UODO).

## **APPENDIX 1**

### **Regulations for Electronic Payment Processing**

#### **The Regulations of charging by electronic means**

##### **Article 1**

##### **Definitions**

For the purposes of these Regulations the following terms are defined as:

**The Organizer** - Wrocław University of Science and Technology established by the National Council Decree of 24 August 1945, published in the Journal of Law of 1945 of 19 September 1945, having its registered office at 27 Wybrzeże Wyspiańskiego, 50-370 Wrocław (NIP 8960005851, REGON 000001614) - who owns the Website, working by means of organizational units of the Universities organizing conferences.

**The Personal Data Controller** - Wrocław University of Science and Technology- having its registered office at 27 Wybrzeże Wyspiańskiego, 50-370 Wrocław.

**The Internet Service** - the website of conference, through which it is possible to submit Orders and purchase conference services, which is used by Wrocław University of Science and Technology (the Organizer)

**The Order** – Client's declaration of will expressing wish to purchase participation in the conference.

**The Client** - the ordering party, domestic or foreign person performing registration and purchase of participation in the conference.

**The Conference** - a conference or other form of organized public meetings, including symposia, meetings, seminars, training, etc. presented on the Internet service, in which the Client can take part after purchasing participation via the Internet Service, or in the form of traditional bank transfer.

**Autopay SA** – Autopay S.A. with its registered office in Sopot at ul. Powstańców Warszawy 6, registered in the District Court Gdańsk-Północ in Gdańsk, VIII Commercial Division of the

National Court Register under the number 0000320590, with a share capital of PLN 2,205,500 (paid in full), NIP 5851351185, entered into the register of payment service providers under the number IP17/ 2013.

**The Payment Service** - a tool provided by Autopay SA, allowing payments for purchases made on the Internet Service.

## **Article 2**

### **Manner and terms of Orders. Conclusion of the agreement. Order cancellation**

1. The Internet Service allows Clients to place Orders and to make the purchase of participation in conferences.
2. The Client placing an order for conference services, offered in the Internet service, is required to fill out an application, select the offered package of services and to choose the form of payment. In case an invoice is required, the Client obligatorily gives all the necessary information which are required to write the invoice.
3. Before the payment, the Client accepts the "The Regulations of charging by electronic means".
4. The Organizer bears no responsibility if the Client supplies false or misleading information, if the Client cannot use the Internet Service or any part thereof as a result of using wrong browser, incorrect configuration of software or hardware, and does not warrant that the use of the Service will be possible using the full range of each hardware and software configuration.
5. After placing the Order, the Client receives an email confirming Order placement, together with the selected package and the price and the method of payment. Upon sending the confirmation message, it is considered that the agreement between the Client and the Organizer was concluded.
6. The Client can change or cancel the placed Order only until its approval. Changing or canceling Orders which were already sent, requires notifying the Organizer in the manner specified by the Organizer in Internet Service of the conference.

## **Article 3**

### **Prices. Payments**

1. The prices of conference services are presented in the Internet service of the Conference. The prices are given in EUR.

2. Upon receipt of the confirmation referred to in Article 2 Paragraph 5, the Client is obligated to make payments in the chosen form, as indicated in the Order's confirmation.

3. The Client can make a payment for conference participation in the form of a traditional transfer directly to the Organizer's account or in the form indicated below:

- a) credit card via the Payment service—if the Client is a foreign Client or a national one deciding to make the payment by a credit card.

4. Available payment methods. Credit cards:

- \* Visa
- \* Visa Electron
- \* Mastercard
- \* MasterCardElectronic
- \* Maestro

5. Upon receipt of the payment, the Organizer issues an invoice on the request of the Client. The condition of receiving it is to provide the Organizer with all the necessary data.

#### **Article 4**

##### **Complaints and refunds**

1. The principles of charging, the amounts, and payment deadlines, as well as the principles for refunds are provided by the Organizer in the Internet Service of the conference.

2. Clients may withdraw from the Conference under the terms and conditions specified by the Organizer on the Conference Website.

3. Statements of resignation from the participation in the conference are reported to the Organizer by email to the address given in the Internet Service of the conference.

4. In the event of the Client's resignation from participation in the Conference, the Organizer shall refund the received payment in the amount, timeframe, and manner specified in Article 4, Paragraph 1.

5. Requests and complaints shall be addressed within 7 working days from the date of receipt by the Organizer.



6. The Organizer shall make a refund within 21 working days from the date of receipt of the Client's resignation from the participation in the conference, subject to the rules referred to in Article 4 Paragraph 1.

7. In the event that the Conference is canceled by the Organizer, any received payments shall be refunded within 21 working days from the date the relevant information is communicated to the Client by the Organizer.

8. The Organizer refunds the payment using the same method of payment as used by the Client, unless the Client has expressly agreed to a different method of return, which should not involve any costs for the Client.

## **Article 5**

### **The functioning of the Internet Service**

1. The Organizer makes every effort to ensure that the Internet Service works without any problems. However, due to essential maintenance and modernization there may be short disruptions in operation. The Organizer shall inform on the website of the Internet Service about the planned time and duration of such activities.

2. The Organizer reserves the right to block access to the Internet Service for users suspected of manipulating or trying to manipulate its content by actions threatening the used software or aimed at its destabilization, or those who violate the provisions of these Regulations in any way.

## **Article 6**

### **The technical requirements concerning the conference participant (payer)**

1. Possession of an active email account.

2. Using the current version of the browser Microsoft Internet Explorer (Edge), Mozilla Firefox, Google Chrome or Safari, with JavaScript and cookies.

## **Article 7**

### **Personal data protection**

1. In case of any doubts, it is assumed that the person whom the data concerns (specified while placing the Order) by entering their personal data necessary to complete the payment by means of the Payment Service and implementing the service referred to in these Regulations, gives consent to the processing of their personal data for the purposes and within the limits referred to in these Regulations. The Client giving personal data of a conference participant (if the data concern other people than the Client) is responsible for fulfilling the legal obligation to inform the person in question.

2. The Personal Data Controller assures processing of personal data obtained in connection with the services specified in the Regulations pursuant to the provisions of the Act of August 29, 1997 Personal Data Protection (Journal of Law of 2016 Item 922). The legal basis for data processing in this field is art. 17 and 18 of the Act of 18 July 2002 on electronic services (Journal of Law of 2016 Item 1030).

3. The Personal Data Controller personal data that relate to the user of the Payment Service, given in the course of the transaction, shall be processed by the Organizer having its registered office on 27 Wybrzeże Wyspiańskiego in Wrocław. The address of the Personal Data Controller - the Organizer, is also its contact address.

4. The personal data is collected and processed in order to support the process of settlement of receivables from the person taking part in the conference.

5. In order to provide the service and for additional actions like reimbursement and reservations, the Organizer can process data including:

- a) a surname and the names of the recipient;
- b) personal identification number PESEL or (when this number was not given) the number of passport, identity card or other data adequately identifying the holder of an appropriate document confirming their identity;
- c) the address of permanent residence;
- d) mailing address, if it is different from the permanent residence address;
- e) the data used to verify the qualified electronic signature of the recipient;
- f) electronic addresses of the recipient;

6. In order to provide electronic services the Organizer may also process:

- a) information that uniquely identify a subject of rights or a legal entity making the payment by means of the Payment Service;
- b) other data necessary due to the properties of the service or a method of its settlement.
- c) other data, which:
  - are necessary to issue an invoice;
  - are admitted for processing on the basis of separate laws or on the basis of an agreement concluded with the Client or a participant in the conference;

- aim at providing the Client with the service including solving technical problems and providing access to functions;
- are necessary to contact the Client, including the purposes related to the provision of services and the Client's service;
- are enforcing compliance with these Regulations, including counteracting fraud and abuse.

7. A person, to whom the data relate to, expressing a voluntary consent for using the services provided by electronic means, simultaneously agrees that the Organizer and the entities acting on its behalf in connection with claiming due payments for the service which this Regulations concern, could process the data - including also those which are not necessary for the provision of electronic services provided that they:

- a) are necessary for the settlement of services and claiming due payments for the use of the service or to explain the circumstances of unauthorized use of the service;
- b) aim to conduct analyses in order to improve the quality of Organizer's services, adapting the Organizer's offer to the Client's needs or are necessary for the implementation of permitted marketing activities, market research, and research on consumer market behavior and preferences that aim at improving the quality of Organizer's services, with the consent of the Client and by means of communication channels available to the Organizer;
- c) necessary for the implementation of the agreements concluded in the framework of the activities carried out by the Organizer only in the range of the data obtained in connection with the Order.

8. The person to whom the data relate, provides them to the Personal Data Controller for the period necessary to use the Organizer's service that these Regulations relate to and to settle the dues.

9. A person to whom the personal data refer is entitled, in particular, to access their data, as well as correct and change them.;

10. Providing personal data by a person to whom the personal data refers to, is voluntary, but at the same time it is necessary for the transaction, and the lack of consent for processing shall result in the inability to use the services to which these Regulations apply.

## **Article 8**

### **Other provisions**

1. Using the services of the Internet Service is equivalent to agreeing to all the terms and the information contained herein.

2. The Client is solely responsible for the accuracy and correctness of the submitted information.
3. The Organizer reserves the right to change these Regulations. If there are any amendments to the Regulations, the Organizer shall inform about them on the Internet Service. In that case, changes in the Regulations come into force on the date of their publication on the website of the Internet Service and have no retroactive effect.
4. In matters not regulated by these Regulations, the provisions of Polish law, including the Civil Code, shall apply.