

## APPENDIX NO. 1

### To the Regulations of POiD Building Awards 2021

#### § 1.

The Organiser has decided to amend the Regulations of the POiD Building Awards 2021 Competition (hereinafter referred to as the "Regulations") so that:

##### 1) in point IX "TIMING OF THE COMPETITION":

a) paragraph 2 is amended to read:

"The period for submission of Realisations will last from 01/02/2021 to 07/05/2021".

#### § 2.

The remaining provisions of the Regulations remain unchanged.

#### § 3.

The Annex shall come into force after 7 days from the date of sending by the Organiser information about the changes to the Participants.

#### § 4.

Consolidated text of the Regulations is attached to this Annex.

## **REGULATIONS**

POiD Building Awards 2021

**The initiator of the competition is Polish Windows and Doors Association (POiD), the largest organisation of Polish manufacturers of building joinery and its automation. The competition aims to present the best building joinery and building automation solutions, in the context of completed architectural Realizations.**

### **I. GENERAL INFORMATION:**

1. These Regulations specify the terms and conditions of the competition called "POiD Building Awards 2021", hereinafter referred to as "the Competition". All promotional and advertising materials are for informational purposes only.
2. The owner of the brand and logo "POiD Building Awards" is the Competition Organiser: the Association of Manufacturers, Suppliers and Distributors of Windows and Doors – the Polish Windows and Doors Association, ul. Elektronowa 2 office 1.22, 03-219 Warsaw, entered in the register of associations maintained by the District Court for the Capital City of Warsaw, 13th Commercial Division of the National Court Register, under KRS number 0000169192, Tax ID (NIP) 524 2485676, REGON statistical number 015638892.
3. On behalf of the POiD, the Competition Coordinator is Jobdone marketing & sales support based in Puszczykowo (62-040 Puszczykowo), at ul. Czarna 4/2, entered into the Central Register and Information on Economic Activity, REGON statistical number 301493060, Tax ID (NIP) 777-135-90-62, hereinafter referred to as the "Coordinator". The duties of the Coordinator include:
  - a) Coordinating activities under the Competition,
  - b) Cooperation with the Organiser in the implementation of the Competition,
  - c) Supervision over the proper operation of the Competition Website,
  - d) Preparation of the announcement of the Competition and its results.
4. At the request of the POiD, The Imagine, Magdalena Woźniak, based in Kunów 131, 33-300 Nowy Sącz, entered into the Central Register and Information on Economic Activity, REGON statistical number 369297712, Tax ID (NIP) 7343003007, is responsible for the implementation of PR activities. The duties of The Imagine include:
  - a) Cooperation with the Competition Organiser and Coordinator
  - b) Developing content for the purposes of promotion and PR
  - c) Implementation of the media plan.
5. The entity granting the Awards within the meaning of Art. 919 of the Civil Code is the Polish Windows and Doors Association.
6. The Organiser hereby declares that the "POiD Building Awards 2021" Competition is not a game of chance, a lottery, a mutual bet, a promotional lottery, a game whose result is accidental, or any other form provided for in the Act of November 19, 2009 on Gambling Games (Journal of Laws of 2009, No. 201, item 1540, as amended) and in the executive acts thereto.

### **II. DEFINITIONS**

Whenever the following phrases are used in these Regulations, they shall have the following meaning for the purposes of the Competition:

**Competition Participant** – a company from the joinery or automation segment the products of which were used in an architectural structure put into use over the last three years, i.e. from 01/01/2018 to 31/12/2020, and meeting the condition set out in Part IV point 1 of these Regulations.

**Finalist** – a company from the joinery or building automation segment which was selected by the Jury as the winner of a sub-category in a specific competition category in which it submitted a Realization.

**Supervising Team** – a group of experts, verifying the submitted Realizations in terms of compliance with the provisions of the Regulations.

**Realization** – an architectural building or a construction object submitted to the Competition meeting all the requirements listed in Part VI of these Regulations.

**Final of the Competition** – a ceremonial gala summarising the Competition, during which the winners of the final awards will be announced from among the finalists.

**Website** – the Website of the Competition available at:

[www.buildingawards.poid.eu](http://www.buildingawards.poid.eu).

**Application Form** – the Realization application sheet available on the Competition Website after registration and logging in.

### III. JURY

1. The Jury consists of 5 members, including the Chair.
2. Jury members and the Chair are appointed by the Organiser.
3. The composition of the Jury is as follows:
  - I. Prof. Ewa Kuryłowicz, PhD, Eng. – Chair of the Jury
  - II. Monika Arczyńska, PhD, Eng. of Architecture – Member of the Jury
  - III. Associate Professor Tomasz Błaszczński, PhD, Eng. – Member of the Jury
  - IV. Karol Fiedor, MSc, Eng. of Architecture – Member of the Jury
  - V. Szymon Firląg, PhD, Eng. – Member of the Jury
4. The competition commissioner on the part of the Organiser is Paweł Wróblewski, Managing Director of the POiD Association.

### IV. COMPETITION PARTICIPANTS

1. The Competition Participants may be manufacturers of joinery and automation systems operating in the Republic of Poland.
2. A Participant in each competition category may submit any number of Realizations.
3. A Participant may only submit to the Competition materials to which they hold full copyright or obtained the authors' consent for using the same in the Competition.
4. Cancellation of participation in the Competition is possible through the Website. After clicking on the "Delete account" option available in the "My Account" panel, the procedure of deleting all submitted Realizations and Participant's data shall be started.

5. A Participant who resigns from participation in the Competition shall lose all privileges related to being a Competition Participant, including the status of a Finalist. The application fee for submitted Realizations is non-refundable.

## V. COMPETITION TASK AND CATEGORIES

1. The competition task consists in submitting a Realization in which building joinery products or automation systems constitute an innovative, pioneering or particularly complex solution. Architectural Realizations or structures put into use in the last three calendar years (i.e. from 01/01/2018 to 31/12/2020) may be submitted to the Competition.
2. At the stage of submitting Realizations, the Participant is required to assign them to the following categories and subcategories:
  - a) **Windows and balcony doors** – building elements (movable or fixed) for closing openings in a wall or sloping roof that allow light to enter the interior and can provide ventilation; they consist of a frame and one or more glazed sashes (fixed or movable), or only a glazed frame.
    - Single-family houses
    - Multi-family houses
    - Public buildings
    - Renovations
  - b) **External doors and gates** – construction elements for closing openings in a wall that allow pedestrians to access or pass through, and which, when closed, may allow light to enter the interior; they separate the exterior of the building from its interior.
    - Single-family houses
    - Multi-family houses
    - Public buildings
    - Renovations
  - c) **Internal doors** – a construction element for closing an opening in a wall that allows pedestrians to access or pass through and which, when closed, may allow light enter the interior. Designed for indoor use.
    - Single-family houses
    - Multi-family houses
    - Public buildings
    - Renovations
  - d) **Building automation and Smart Home** – a set of techniques and systems that provide automation of various objects in buildings. Using these systems, various building services and facilities can be combined and managed remotely or automatically, even from outside the building.
    - Single-family houses
    - Multi-family houses
    - Public buildings
  - e) **Facade systems** – the facade of the building with no load-bearing function and being only a thermal and functional barrier. Such a wall is attached to ceilings, transverse walls or structural columns, and carries only its own weight and wind pressure, without taking part in the load dissipation from the main part of the structure.

· Public buildings

3. The submitted Realizations may be located in the territory of the Republic of Poland or abroad.
4. The Organiser, with the consent of the Participant submitting the Realization, reserves the right to change the category or subcategory of the submitted Realization if the subject matter of the Realization's content does not suit it.

## **VI. TERMS AND CONDITIONS OF SUBMITTING REALIZATIONS AND THE COURSE OF THE COMPETITION**

1. To enter the Competition, you must register on the Website: [www.buildingawards.poid.eu](http://www.buildingawards.poid.eu)
2. By registering, the Participant at the same time:
  - a) provides the full name of the company submitting the Realization, and the first and last name of the person responsible for contact regarding the Competition, TAX ID (NIP), e-mail address, telephone number and correspondence address,
  - b) agrees to the processing of their personal data and image by the Organiser in order to organise the Competition, while declaring that he or she has been informed about the provisions contained in Part X of the Regulations regarding the protection of personal data,
  - c) may consent to the use of their contact details in order to receive commercial information from the Organiser.
3. All joinery products used in the submitted Realizations must be installed in accordance with the assumptions of the Good Installation programme implemented by the Polish Windows and Doors Association. The promoted solutions are layered installation and installation in the insulation layer. More information: <https://dobrymontaz.com/>.
4. Realization submission is subject to a fee:
  - a) For companies not affiliated with the POiD, the application fee is PLN 700 for the first submitted Realization and PLN 350 for each subsequent submitted Realization,
  - b) For companies affiliated with the POiD, the application fee is PLN 500 for the first submitted Realization and PLN 250 for each subsequent submitted Realization, The 2nd portion of the POiD membership fee for 2020 may be used to pay the application fee.
5. The fee for submitting the Realization shall be settled on the basis of the invoice issued by the POiD within 7 days from the date of Realization submission. The submitted Realizations shall be visible in the competition application after paying the fee and sending the confirmation of the transfer of funds.
6. All data may be changed during the Competition in the "My Account" panel, in the "Edit data" tab.
7. Realizations shall be submitted by means of completing an online form, available by logging on to the Website. The form shall be active for the entire duration of the Competition.
8. Changes in the Application Form shall not be possible after the verification of the submitted Realization by the Supervising Team. The verification period is 10 days from the date of Realization submission.
9. The form must include:
  - a) Realization name,
  - b) exact address of the Realization (with the exception of private investment),
  - c) year of the commencement and completion of the Realization,
  - d) year of putting the Realization into use,
  - e) description and characterisation of the Realization,

- f) description and characterisation of products used in the Realization,
  - g) name of the products used and their quantity,
  - h) description and characterisation of the installation technology and justification of the solution used,
  - i) the name and address of the architectural studio with contact details (e-mail, phone), if the Participant obtained consent from
  - j) the investor, and address with contact details, if the investor consented thereto (e-mail, phone),
  - k) the company installing joinery products under the Realization and address with contact details, if it has consented thereto,
  - l) photos or a video (one application may include a minimum of 5, maximum of 10 photos and 1 video)
  - m) authors of investment photos.
10. At the stage of attaching photos, the main photo that best presents the Realization must be selected.
11. Attached files should meet the following criteria:
- a) In the case of image files: the acceptable file formats are jpg and png. The required minimum file resolution is 1920x1080, 72 dpi. The maximum individual file size is 5 MB.
  - b) The attached graphic files must be of very good quality and must be anonymous – without marks and logos enabling the identification of the authors of the submitted materials.
  - c) In the case of videos, in the appropriate field of the form, a link to the video posted online must be provided (e.g. on YouTube, Vimeo). The duration of the video should not be longer than 10 minutes.
12. By sending Competition files, the Participant at the same time:
- a) selects the appropriate category and sub-category;
  - b) declares that he or she holds full copyrights and property rights to the materials sent, including photos, video materials, or obtained authorisations from the authors to dispose of these materials for the purposes specified in the Competition, as well as the relevant consent of the owners/investors of the building,
  - c) agrees to the free and unlimited publication of the submitted Realization, with designation of authorship and respect for the author's personal rights, as discussed more broadly in Part X, points 6 and 7 of these Regulations,
  - d) agrees to publish, in the event of obtaining the title of the Competition winner, his or her data in the form of company name on the Website and in the Organiser's profile on Facebook, referred to more broadly in Part X point 3 of these Regulations.
13. One of the obligatory conditions for the positive verification of the submitted Realization is the payment of the entry fee invoice issued by the POiD Association.
14. The Organiser shall not be liable for any events arising from the provision of false data by the Participant.
15. Realizations must be submitted in accordance with the duration of the Competition, which is more broadly defined in Part IX of these Regulations.
16. Only complete Realizations, i.e. those containing all the mandatory elements included in the form assigned to a given category, shall be admitted to the Competition.

17. A Realization submitted in a given category by one company may be submitted by the manufacturer of other product types with the proper description of the type of products in other categories.
18. Realizations that infringe the rights or personal rights of third parties, violate generally accepted moral standards, are generally considered offensive or vulgar, include violent content or offend other people's feelings, including religious feelings, shall be excluded from participation in the Competition.
19. The Organiser reserves the right to exclude from the Competition and deprive the right to the Award (s) Participants who have breached the provisions of these Regulations.

#### **VII. EVALUATION CRITERIA**

1. The evaluation of the Realization and the selection of the Winners shall be made by the Jury appointed by the Competition Organiser, with the exception of the "Audience Award" category. The audience award shall be granted by open voting on the website of the Competition Organiser [www.poid.eu](http://www.poid.eu).
2. The Jury shall only evaluate Realizations that meet the requirements of these Regulations.
3. Participants who obtain the status of Competition Finalists shall be automatically qualified for the Competition Final. Qualification for the Competition Final is not tantamount to granting the Final Award.
4. The Jury's decisions shall be binding and final. The Jury's decision is not subject to appeal.

#### **VIII. SELECTION OF WINNERS**

1. Finalists shall be selected by the Jury within 14 calendar days from the date of closing the Competition.
2. The finalists shall be notified of winning the Competition by e-mail. The list of finalists shall be also published on the POiD Website and profile on Facebook.
3. In each category one winner shall be selected.
4. The winners of the final awards shall receive a personalised statuette, a promotion package in the industry media and the opportunity to use the winner's logo dedicated to the winners of the POiD Building Awards 2021.
5. Final awards shall be communicated to the winners during the Final Gala.
6. An additional prize for the winners of the Competition shall be the patronage of a dedicated CSR programme to be organised by the winners of each category in cooperation with the POiD Association. The program addressed to specialised schools and architecture students shall be implemented with a large substantive participation of patrons with the use of their products.
7. The Competition awards granted by the Polish Windows and Doors Association shall be given to the winners who meet the conditions of these Regulations.

## IX. COMPETITION SCHEDULE

1. The Competition begins on 01/02/2021.
2. The period of submitting Realizations shall last from 01/02/2021 to 07/05/2021.
3. The Jury shall evaluate all Competition Realizations at the latest 14 calendar days after the end of the submission period.
4. The winners shall be announced and awarded during the Final Gala, which will take place at the Kongres Stolarki Polskiej 2021.

## X. COPYRIGHT AND PRIVACY

1. The Organiser shall be the controller of the personal data provided by the Competition Participants. Personal data shall be processed by the Organiser in order to conduct the Competition, as well as for the purposes of marketing communication with the Polish Windows and Doors Association, also in the future, and in the case of complaints – in order to consider complaints. Providing personal data is voluntary, but necessary to participate and receive an award in the Competition.
2. Personal data shall be processed on the basis of art. 6(1)(1) of the GDPR (consent of the Participant) in order to organise and implement the Competition under the name "POiD Building Awards 2021".
  - a) Personal data shall also be processed for promotional purposes of the Controller and the legitimate interest pursued by the Controller (art. 6 (1)(f) of the GDPR).
  - b) A Participant may at any time withdraw their consent. The withdrawal of consent shall be submitted in writing to the Controller. Withdrawal of consent entails the inability to further process the Participant's data by the Controller.
  - c) Processing of personal data shall be presented in Part VI of these Regulations.
  - d) Personal data may be made available to entities providing to the Controller services related to social media activities indicated in points 1.3 and 4 of the Regulations. In addition, personal data may be transferred to state authorities or other entities authorised to receive such information by law.
  - e) Personal data shall be stored until the withdrawal of the Participant's consent to the processing of personal data but not longer than:
    - 6 months after the end of the Competition for data in the form of first and last name, email address, phone number and address,
    - 5 years after the end of Competition for data in the form of image,
    - or until the expiry of the period of limitation of any claim or filing a justified opposition to processing.
  - f) Data submission is voluntary, but necessary to participate in the Competition and receive awards.
  - g) Participant's data shall not be subject to automated decision-making, including profiling, referred to in art. 22 (1) and (4) of the GDPR. Personal data shall also not be transferred abroad, including to third countries, i.e. countries other than EU Member States, Iceland, Norway and Liechtenstein.
  - h) On the basis of and subject to the limitations of art. 15-22 of the GDPR, the Participant has the right to access their data and receive a copy thereof, the right to rectify (correct) their personal data, the right to limit the processing of personal data, the right to delete



personal data, the right to transfer data, the right to object to processing, and the right to lodge a complaint with the President of the Personal Data Protection Office.

- i) The Participant also agrees to the publication of their data as a Participant in the Competition in the media and social media channels of the partners of the Organiser.
3. Any consent may be changed and/or withdrawn in the "My Account" panel in the "My consents" tab.
4. Each of the Competition Participants, upon completing the Application Form referred to in Part VI of these Regulations, shall have the opportunity to consent (by checking the appropriate checkbox) to the publication, in the case of obtaining the title of the Competition winner, of their data in the form of company name on the website at [www.buildingawards.poid.eu](http://www.buildingawards.poid.eu) and in the Organiser's profile on Facebook at <https://www.facebook.com/POiDstolarkabudowlana>. Consent is voluntary and in no way a condition of participation in the Competition.
5. Each of the Competition Participants, upon registration on the Website [www.buildingawards.poid.eu](http://www.buildingawards.poid.eu), shall have the opportunity to consent (by checking the appropriate checkbox) to the use of their contact details for the purpose of receiving commercial information from the Organiser. Consent is voluntary and in no way a condition of participation in the Competition.
6. Competition Finalists consent to the use of their images in the video and photographic materials recorded for promotional purposes of the Competition.
7. Each of the Competition Participants, upon completing the Application Form, declares (by checking the appropriate checkbox) that they hold all copyrights and property rights to the Realization submitted in the Competition and the photo, drawing and video materials documenting the same, or authorisation to their use. In the event that a third party makes a claim arising from the violation of the rights specified above, the Participant submitting the Realization shall release the Organiser from any obligations that arise in this respect. It is a prerequisite to participate in the Competition.
8. Each of the Competition Participants, upon completing the Application Form, declares (by checking the appropriate checkbox) that they grant the Organiser consent for free and unlimited publication of the submitted Realization, with the designation of authorship and respect for the author's personal rights on the Competition Website, and in all promotional and advertising materials (e.g. exhibitions, press publications, electronic publications) related to the Competition, including recording and reproduction using any technique, use in whole or in part, both during and after the Competition, without territorial restrictions. It is a prerequisite to participate in the Competition.
9. All consents may be changed/withdrawn at any time in the "My Account" panel in the "I accept" tab.

## **XI. FINAL PROVISIONS**

1. Entering the Competition is tantamount to acceptance of these Regulations.
2. Any matters not provided for in the Regulations shall be subject to the provisions of the Civil Code.
3. The Supervisory Team appointed by the Organiser shall supervise the proper course of the Competition and the grant of awards.
4. All disputes and claims relating to the Competition shall be resolved by the court competent for the seat of the Organiser.



5. Any questions or concerns regarding the Competition should be sent to the e-mail address: [buildingawards@poid.eu](mailto:buildingawards@poid.eu) or reported by phone: +48 662 015 830 (hotline is open from Monday to Friday at 9:00 - 16:00).
6. Complaints regarding the Competition should be sent in writing to the e-mail address: [buildingawards@poid.eu](mailto:buildingawards@poid.eu) no later than 14 days from the date of announcement of the results. The Organiser undertakes to consider the complaint immediately and inform about the result of its consideration in writing within 30 days of complaint submission. The right to file a complaint applies only to Participants. The Organiser's decision on the complaint shall be final and binding.
7. A written complaint should include first name, last name, mailing address, telephone number and e-mail address, detailed description and reason for the complaint, as well as a legible signature of the Participant submitting the complaint. Incomplete complaints or submitted after the deadline specified in paragraph 5 of Part XI of these Regulations shall not be considered.
8. The Organiser shall not be liable for services provided by third parties, in particular post and courier service companies, as well as providers of telecommunications services, including providing access to the Internet.
9. The Organiser shall not be held liable for events that prevent the proper conduct of the Competition and the Final due to force majeure.
10. The Organiser shall not be liable for the acts or omissions of the Participant, as a result of which he or she failed to use the Award. In particular, the Organiser shall not be liable for being late by the Participant, preventing participation in the Final, even if the above occurred for reasons beyond the Participant's control.
11. The Organiser reserves the right to make changes to these Regulations during the Competition. Such modifications shall enter into force after 7 days from the date of sending by the Organiser information about the changes to all Participants.
12. These Regulations shall be available during the Competition on the Website and in the Organiser's office.