**Rules of procedures for “The Polish footprints in Oslo” competition**

1. **Organiser and scope of the competition**

On October 15, 2020 the Embassy of the Republic of Poland in Oslo announces a competition for the best work dedicated to “**Polish footprints in Oslo**”.

The aim of the competition is to select the most interesting works concerning the footprints marking the Polish presence and/or Polish-Norwegian cooperation in Oslo[[1]](#footnote-1) (referred to as “the Polish footprint” later in the rules of procedures), both of a permanent nature (e.g. architectural objects, examples of the use of Polish engineering solutions, permanent artistic works, elements of permanent exhibitions, etc.) and of a temporary nature, including one-off events (e.g. political, cultural, sport, scientific). The territorial scope of the project relates to the metropolitan area of Oslo - all Polish footprints must be related to this area, however the place of residence of the competition participant is not important.

The most interesting works will be used for publication (e.g. an e-book), which will present - in possibly the most comprehensive way – signs of Polish presence in Greater Oslo.

**Conditions of participation**

The competition is open to schoolchildren and teenagers as well as adults of Polish, Norwegian and other nationality.

*In order to avoid conflict of interests, employees of the Embassy of the Republic of Poland in Oslo and their family members cannot participate in the competition.*

Joining the competition is tantamount to accepting its rules of procedures:

1. The condition for participation in the competition is the submission of a competition work in written form, accompanied by photos and/or short film material.
2. The participant is obliged to present his original work (*see – Declaration, Annex No.1*), to which he has exclusive rights.
3. Participation in the competition is tantamount to the waiver of copyrights to the author’s work to the Embassy of the Republic of Poland in Oslo.
4. Each participant may submit up to 3 “footprints”; the author should give a tittle to each of the submitted “Polish footprint”.
5. **Form of presentation of the competition work**
6. A written work should fit on max. 2 A4 pages (maximum number of characters – 3600); for each presented “Polish footprint”, a maximum of 5 photographs may be attached.
7. In case of submission of film material, its maximum length should be 2 minutes and 20 seconds.
8. The Embassy reserves the right to ask the winners of the competition for photographic and film materials of higher quality than those, which has been sent during the competition qualification phase. Higher quality of materials can be indispensable for their appropriate use in social media
or, for example, in case of taking the decision to publish a guide or/and e-book.

Works in Polish, English or Norwegian should be submitted in an aesthetic form:

1. **by post -** to the address of the Embassy of the Republic of Poland in Oslo (Olav Kyrres plass 1, 0273 Oslo), enclosing an additional sealed envelope with the annotation “*Competition - Polish footprints in Oslo*” plus specification of the age group of the competitor (see below).

The envelope should contain:

* author’s name and surname,
* correspondence address, contact phone number and e-mail address,
* a declaration that the project is original and its author will not sign it (Appendix No.1 to the rules of procedures) and a declaration of author’s consent to the processing of personal data (Appendix No.2 to the rules of procedures),
* attached photographs in printed form (each photo on the back should be described and contain such information as: name of the place/event, the author’s initials and the photo number) or the photos should be recorded on a CD (compressed to a .JPG format),
* or films – the file should be named in accordance with the template: name of a place or event – author’s initials – photo number.
1. **or by e-mail** to the address oslo.info@msz.gov.pl and tittle “*Competition – Polish footprints in Oslo*“ plus specification of the age group of the competitor (see below) and enclosing information on:
* author’s name and surname,
* contact phone number and e-mail address,
* a declaration that the project is original and its author will not sign it (Appendix No.1 to the rules of procedures) and a declaration of author’s consent to the processing of personal data (Appendix No.2 to the rules of procedures),
* attached photos/films in compressed form to the .JPG format – the file should be named in accordance with the template: name of a place or event – author’s initials – photo/film number.jpg
1. **Place and deadline for submitting of competition works**

Works should be submitted **by September 30, 2021** to the correspondence address of the Embassy of the Republic of Poland in Oslo (Olav Kyrres plass 1, 0273 Oslo) or to the e-mail address of the Embassy: oslo.info@msz.gov.pl . Competition works, which will not meet the requirements specified in the competition regulations will not be assessed by the Competition Committee. Works delivered after the deadline will not be assessed.

Note: the organizer is not obliged to give back the submitted works to the authors.

1. **Criteria of evaluation of competition works**

Projects will be assessed according to the following criteria:

1. **The originality of “the footprint” and the revealing nature of the work** (photographs and facts about Polish presence in Oslo, which until now were unknown to the general public will be rated higher).
2. **The level of deepening of the topic at work.**
3. **Aesthetic values of the work and the possibility of using it in various forms
of communication, media etc.**

*Note: Thus, for example, taking into account criterion no. 1, the information on the Polish monument at Vestre Gravlund in Oslo would receive a very low score, unless the author of “the footprint” would reveal, for example some new, previously unknown, facts about this place.*

Works will be assessed in three age categories:

* **children**: up to 10 years of age,
* **older school students**: 10 -18 years old,
* **adults** : over 18 years of age.
1. **Evaluation of competition works**

The organizer appoints 2 Competition Committees (First for projects prepared in Polish, Second – for projects in English or Norwegian on October 15, 2020. The Competition Committee will supervise the correctness of the competition process and will select the best work among those sent for evaluation in the three age categories (children under 10, older school students /10-18 years old/ and adults).

Protocols from the Committees work will be drawn up and made available for inspection upon the request of participants of the competition interested in the course of the process (after its completion).

The results of the competition will be announced no later than the end of November, 2021.

The decisions of the Competition Committees to select the best works will be final and can’t be appealed.

The organizer has the right not to settle the competition in case of: lack of projects meeting the expectations, if projects will receive very low marks or too few applications will be sent.

1. **Copyrights**

The selection of the winning projects is tantamount to granting to the Embassy of the Republic of Poland in Oslo the exclusive, indefinite and territorially unlimited right to use the work free of charge for promotional purposes, including social media of the Embassy or, for example, to prepare an e-book presenting the Polish footprints in Oslo.

Participant of the competition, by submitting the project, declares that the project is the result of his individual creative work, is free from legal defects and does not infringe the rights of third parties.

Participant of the competition bears also full legal responsibility for infringement of third party rights,
in particular copyrights.

1. **The prize**

The authors of the winning projects will be awarded in the form of:

1. 1st places in the categories of children up to 10 years of age and older school students
2. 1st places in the category “adults”

Additional prizes will be adjudicated to those, who will take the 2nd and 3rd places in each category.

An additional **special awards** for the most interesting, most original/unknown Polish footprint in Oslo will also be granted.

Winners of the competition are not entitled to any other/further forms of remuneration, deriving from the use of winning works by the Embassy of the Republic of Poland in Oslo.

The winners will be informed about the results of the competition in writing or electronically (depending on the form of submitted works or indicated preferences).

1. **Final provisions**

In reference to the matters not covered by these rules of procedures, the relevant provisions of applicable law shall apply, in particular the Polish Copyright Law (the Act of February 4, 1994) and the Polish Civil Code.

*Appendix nr 1 do the Rules of Procedures*

**DECLARATION**

I, the undersigned, declare that the entry into the competition “Polish footprints in Oslo” is the result of my individual creative activity and does not infringe any copyright or any other rights of third parties. At the same time, I agree to not signing the work with my name and resign from the right to decide on the first public release of the work and the right to exercise copyright supervision.

………………………………………….

*Date and author’s signature / or legal guardian /*

*Appendix nr 2 do the Rules of Procedures*

**DECLARATION**

I declare that I agree to the processing of my personal data by the Embassy of the Republic of Poland in Oslo for the purposes stated in the “Polish footprints in Oslo” competition rules, in accordance with the Act of May 10, 2018 on the protection of personal data (Journal of Laws of 2018, item 1000).

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*Date and author’s signature / or legal guardian /*

1. <https://en.wikipedia.org/wiki/Greater_Oslo_Region> [↑](#footnote-ref-1)