

Terms and Conditions of awarding NATWEST LGBT+ 2019 Business Awards

§1 Sponsors, patronage and contractor

The Initiator and Title Sponsor of NATWEST LGBT+ 2019 Business Awards Ceremony is National Westminster Bank plc, Branch Office in Poland, located in Warsaw („Sponsor”). Patronage over the event shall be provided by Karta Różnorodności coordinated by Forum Odpowiedzialnego Biznesu („Patronage”), and Zespół Sprzedażowy located at ul. Genewskiej 6 in Warsaw is the Organizer of the event („Contractor”).

§2 Goals

1. The prize is awarded to persons and organizations that, through their activity and involvement, contribute to spreading values such as diversity and inclusiveness, and particularly respecting LGBT+ persons’ rights in the workplace and outside of it.

By building integrating and open for diversity organizations, they contribute to tangible changes that lead to respecting the rights of persons representing any groups subjected to discrimination in the workplace and in the public space, and particularly LGBT+ persons.

These persons and organization also stand out in the area of efforts towards promoting the concept of corporate social responsibility in business community and, more broadly, in society.

2. The goal of LGBT+ Awards is to: 1. Appreciate persons’ and organizations’ efforts, 2. Spread the examples of persons and organizations, 3. Raise the awareness of the public need to act in accordance with values such as diversity and inclusiveness, taking LBGT+ persons into account in particular, 4. Encourage implementing measures for advocating diversity, particularly taking LBGT+ persons into account, by companies and institutions operating on the Polish market

§3 Award submissions

1. Award submissions are open from 01.08.2019 until 15.10.2019. 2. Applications should be submitted solely via entry form provided on event’s website: www.polishlgbtawards.pl 3. The entry form can be filled in by any person, however with knowledge and consent of the submitted person as well as their employing institution. These institutions must be registered in Poland. 4. In case of submitting the application by the third party, the Contractor will contact the candidate beforehand in order to obtain approval for candidacy, to verify and complete information given in the entry form, and will add the candidate’s written consent to the application. 5. Both the applicant and the candidate must be of legal age.

§4 Criteria of awarding prizes

1. Awarding the prizes will be based on actions taken during the period from 01.01.2018 to 30.10.2019. The evaluation will consider actual actions taken towards spreading the values of diversity and inclusiveness, especially LGBT+ persons’ rights in Poland, both those conducted in the candidate’s workplace and those outside of their professional lives. This includes: implementing a project inside a company, engaging in projects promoting the idea of inclusiveness outside of the company, spreading knowledge in a workplace or outside of it. 2. Criteria for evaluating a candidacy: o Effects of actions taken, leading to an actual change – specific results, organized events, range, etc. o Receptiveness to cooperation – cooperating with various subjects/social groups; involving broad groups of people into conducting actions. Commitment and adequacy – role in implemented projects, possibilities for operating in a given position, in a given

institution. 3. People who are employed by, or cooperate under civil law contract with the Contractor or Sponsor, members of Contractor's or Sponsor's board and family members of the abovementioned cannot be submitted. 4. The Organizer reserves the right to the final formal and content-related verification (concordance of candidate's actions with the concept of promoting inclusiveness) of submitted applications.

§5 Award categories

Prizes are awarded in categories listed below:

1. LGBT supporting employer of the year – employer that contributed to tangible changes in their company, creating open to diversity, inclusive work places, in particular LGBT+ persons, undertaking measures such as introducing antidiscrimination policies, equal access to employee benefits, e.g. medical care for partners in same-sex relationships, educating their employees, etc. 2. LGBT employee led network of the year – a group uniting employees of a given organization, which actions contributed to raising employees' awareness about LGBT+ persons' inclusiveness in a workplace and society, and supporting the creation of inclusive workplaces open to diversity, taking LGBT+ persons into account in particular. 3. Business LGBT ambassador – an employee who contributed to tangible changes in one's company and to the promotion of LGBT+ persons' inclusiveness in the workplace in their company. 4. LGBT ambassador outside business world – a person who contributed to tangible changes and to the promotion of LGBT+ persons' inclusiveness in public life. 5. LGBT supporting initiative of the year – an initiative which, through its broad social range, contributed to tangible changes and the promotion of LGBT+ persons' inclusiveness, and to the creation of inclusive workplaces open to diversity, taking LGBT+ persons into account in particular. 6. NGO of the year – non-governmental organization which actions focus on the improvement of LGBT+ persons' situation in Poland, and on the creation of inclusive workplaces open to diversity, taking LGBT+ persons into account in particular. 7. Rising star for young activists – a person who made their first appearance in public space between 2018 and 2019, contributing to tangible changes and to the promotion of LGBT+ persons' inclusiveness in public life and/or in business environment.

§6 Jury

1. The selection of the Award winners is made by the Jury. 2. The selection of the Jury panel is made by the Contractor and the Patron. 3. Members of the Jury select the chairperson of the Jury during a session. Sponsor's representative cannot act as the chairperson of the Jury. 4. From submitted applications the Jury selects winners in categories defined in §5, sections 1-7.

5. Every member of the Jury is entitled to three votes in every category. The Jury's voting may be preceded by a discussion. In case of a tie, the vote of the chairperson of the Jury is decisive. 6. The Jury has the right not to grant any award in a given category or to award less than 7 prizes. 7. The chairperson of the Jury appoints a person who will draw the minutes of the Jury's session. A person outside of the Jury can be appointed. 8. The Jury's decision on the winners of the award is final and cannot be challenged.

§7 Prizes

1. A prize in each category can be awarded to maximum one person, organization or employee led network. 2. Prizes in the contest are awarded in the form of a statuette. 3. The results of the contest will be announced until 29.11.2019. Furthermore, the information about the results will be reported to the media and will be uploaded to the event's website www.polishlgbtawards.pl. 4. The official

award presentation will take place during NATWEST LGBT+ 2019 Business Awards Ceremony in Warsaw on 29.11.2019.

§8 Personal data

1. The Organizer reserves the right to the publication of data enclosed in entry forms (with the exemption of: e-mail address, phone number, and employer's data). 2. Every application has to include the declaration of consent for processing personal data, including publication of personal image for the purposes of the organization of NatWest LGBT + 2019 Business Awards (item included in the application).

§9 Terms and Conditions of the Contest

1. Terms and Conditions of the Contest are available on the event's website: www.polishlgbtawards.pl. 2. The Organizer reserves the right to amendments in Terms and Conditions during the edition. Every information considering the amendments will be posted without delay on the event's website: www.polishlgbtawards.pl. 3. Areas not covered by these Terms and Conditions apply to relevant provisions of the Civil Code.