

The “Vistula Compasses” Competition Regulations

I. Assumptions

1. The organizer of the “Vistula Compasses” Competition, hereinafter referred to as the “Competition”, is the Vistula School of Hospitality in Warsaw, hereinafter referred to as the “University”.
2. The aim of the Competition is to select from among Polish and foreign Vistula University graduates persons who have achieved significant success in the professional field related to the broadly understood tourism industry, in business activity in such sectors as: hospitality and HORECA, event management, sport and recreation management, dietetics or other.
3. The date of commencement and completion of the Competition is fixed annually by the University Rector. The date is announced on the University’s website.

II. Categories

1. Awards are granted in two main categories: category I: Vistula Compass and category II: Vistula Compass – Rising Star and in an additional category (category III) Vistula Compass International.
2. In a given year, the Jury may grant awards in the following sectors: tourism, hospitality, gastronomy, dietetics, meeting industry, open and other.

III. Competition stages

1. The competition consists of four stages:
 - a) Stage I – open applications of candidates;
 - b) Stage II – nominations;
 - c) Stage III – acceptance of the nomination and sending of competition documents;
 - d) Stage IV – selection of finalists and winners.

IV. Participants

1. Participants of the Competition are graduates of the following Universities:
 - a) Vistula School of Hospitality;
 - b) Warsaw School of Tourism and Hospitality Management;
 - c) Warsaw University of Tourism, Food and Hospitality;
 - d) Mieczysław Orłowicz College of Tourism and Recreation in Warsaw;
 - e) The College of Tourism and Hotel Management in Łódź;
 - f) Vistula University – the faculty of Tourism and Recreation;
 - g) Higher School of Economics and Information - the faculty of Tourism and Recreation.
2. Each participant may be nominated in one category only

V. Competition Jury

1. The Competition Jury is appointed by the University Rector from among representatives of the University, the University Business Council, other representatives of the world of business, science and the media.
2. The Jury Chairman is appointed by the University Rector.
3. The Jury Chairman supervises the work of the Jury and is its representative.

4. The tasks of the Jury include assessment of candidates, selection of finalists and winners and representation of the Competition to its participants, external institutions and the media.
5. The Jury decisions regarding the winners in individual categories are final.
6. If a member of the Jury is the Candidate's employer, is employed in the same company/organization as the Candidate or has family ties with the Candidate, then he/she is excluded from the Jury's deliberations and voting in a given category.
7. Only members of the Jury present at the Jury's deliberations may take part in the vote.

VI. Regulations for conducting the Competition

1. Stage I of the competition is open. Candidates for the competition may be proposed by graduates, their co-workers, employers, colleagues or lecturers by filling out the application form containing, among others, name and surname, e-mail address, position and company name of the Candidate, brief justification and information on the type of application together with information on the processing of personal data. The application form is available on the University's website.
2. Stage II - nominations. Nominations are made by the University Rector or Vice-Rector on the basis of applications, his/her knowledge and experience. The number of nominations is not specified.
3. Stage III – Confirmation of acceptance of the nomination requires the Candidate to agree to participate in the Competition by completing the "Candidate Form - Nominations".
By accepting the nomination, the Candidate consents to the processing of his/her personal data for the purposes of promoting and conducting the Competition.
The list of nominations and documents presenting the Candidates are provided to the Competition Jury.
4. Stage IV - During the deliberations, the Competition Jury assesses the Candidates and selects the finalists and winners.

VII. Assessment

1. The Jury selects the finalists and winners on the basis of their knowledge and experience and an analysis of candidates' applications, assessing them according to the criteria adopted in the Competition Regulations.
2. The Jury choosing the finalists and winners in the category of Vistula Compass and Vistula Compass International is guided by the following criteria:
 - (1) rank and nature of the position,
 - (2) career path and achievements,
 - (3) non-professional, educational, CSR, pro-business activities.
 - (4) market position of the company,
3. The Jury, when choosing the finalists and winners in the category of Vistula Compass – Rising Star is guided by the following criteria:
 - (1) career path,
 - (2) creativity and commitment (approach),
 - (3) non-professional, CSR, pro-business activities.

VIII. Awards

1. The winners of the Competition in categories I and III receive the "Vistula Compass" statuette and the right to use the title of the winner of the "Vistula Compasses" award.

2. The winners of the Competition in category II receive the "Vistula Compass - Rising Star" statuette and the right to use the title of the winner of the " Vistula Compasses - Rising Star" award.
3. The list of Competition Winners is published on the University's website and promoted in the University's communication channels.
4. Winners may receive additional prizes funded by the University or the Competition sponsors.

IX. Forms templates

1. Stage I of the Competition:

Candidate application form

- 1) Candidate's name and surname
- 2) Candidate's position
- 3) Candidate's company
- 4) Justification (*up to 500 characters*)
- 5) Category
 - Category I: Vistula Compass
 - Category II: Vistula Compass – Rising Star
 - Category III: Vistula Compass International
- 6) Candidate's email address
- 7) Type of application, if submitted by a third party, additionally: name and relationship of the applicant with the Candidate, together with information about the Candidate's consent
- 8) Information on the processing of personal data
- 9) Information on marketing consent

2. Stage II:

Candidate form – nominations Vistula Compasses – category I and III

- 1) Name and surname
- 2) Correspondence address
- 3) Phone number
- 4) Email address
- 5) Candidate's faculty
- 6) University name
- 7) Year of graduation
- 8) Current position
- 9) Responsibilities
- 10) Education history, education (graduated universities, courses with dates)
- 11) Career history (companies, positions held along with dates and scope of activity)
- 12) Professional achievements
- 13) Awards and distinctions (in the last five years)
- 14) Pro-industry, pro-social and non-business activities
- 15) Company information, company website address
- 16) Industry (market segment) in which the Candidate develops his/her career
- 17) References and recommendations – optional
- 18) Information on the acceptance of the "Vistula Compasses" Competition Regulations
- 19) Information on the processing of personal data
- 20) Information on marketing consent

3. Stage II:

Candidate form – nominations Vistula Compasses – Rising Star – category II

- 1) Name and surname
- 2) Correspondence address
- 3) Phone number
- 4) Email address
- 5) Candidate's faculty
- 6) University name
- 7) Year of graduation
- 8) Current position
- 9) Responsibilities
- 10) Education history, education (graduated universities, courses with dates)
- 11) Career history (companies, positions held along with dates and scope of activity)
- 12) Professional achievements
- 13) Awards and distinctions (in the last five years)
- 14) Pro-industry, pro-social and non-business activities
- 15) Company information, company website address
- 16) Industry (market segment) in which the Candidate develops his/her career
- 17) References and recommendations – optional
- 18) Information on the acceptance of the "Vistula Compasses" Competition Regulations
- 19) Information on the processing of personal data
- 20) Information on marketing consent

X. Information on the processing of personal data

Personal Data Controller –Vistula School of Hospitality, Stokłosy 3, 02-787 Warsaw

Data Controller's details: e-mail: info@vistula.edu.pl

Data Protection Officer: iod@vistula.edu.pl

Purpose and legal basis as well as Personal Data processing timeframe

- Organization and promotion of the VISTULA COMPASSES Competition. The legal basis for data processing is the consent of the person expressed by completing the application form or by accepting the nomination. Data processing will take place until the end of the Competition.
- In the case of award winners, the data will be additionally processed in line with applicable tax regulations for the period defined by these regulations.
- With additional voluntary consent, participants' data will be processed for the purpose of providing information about the University's offer of educational training, post-graduate studies, meetings and competitions for graduates organized by the Vistula Group of Universities, by electronic means to the provided e-mail address. Personal data will be processed until the consent is withdrawn.

Data recipients

- authorized Data Controller's employees,

- service providers entrusted with Personal Data processing for the purpose of providing services for the data Controller, in particular such entities as IT service providers, mailing services companies - in the scope necessary for the correct provision of the commissioned services,

Voluntary data provision

Providing data is voluntary, but failure to do so will result in inability to participate in the Competition. Providing data for marketing purposes is voluntary.

Rights related to the processing of personal data

You have the right to:

- access your data and demand its correction, restriction of its processing or its deletion (“the right to be forgotten”),
- withdraw voluntary consent. Withdrawal of consent does not affect the lawfulness of data processing that was carried out before consent withdrawal,
- transfer personal data, i.e., to receive personal data, in a structured, commonly used machine-readable format,
- file a complaint to the President of the Office for the Protection of Personal Data.