

Regulations of the Summer School

“Energy Transition Academy: Circular Economy & Life Cycle Thinking”

implemented under the SPINAKER Programme - International Intensive Programmes - Call 2025

Agreement number: BPI/SPI/2025/1/00004/U/00001

Decision number: BPI/SPI/2025/1/00004/DEC/01

§ 1

Definitions

For the purposes of these Regulations, the following definitions shall apply:

1. **Summer School** - the undertaking entitled “Energy Transition Academy: Circular Economy & Life Cycle Thinking”.
2. **Summer School Implementer** - Silesian University of Technology.
3. **Application documents** - the complete set of documents required for a Candidate to be assessed in the recruitment procedure.
4. **Application Form** - the form downloaded from the Summer School website, completed and signed by the Candidate, and submitted by e-mail together with the required attachments.
5. **Candidate** - a student of a foreign higher education institution participating in the recruitment procedure announced for the Summer School. Candidates must have confirmed student status at a foreign higher education institution and English language proficiency at least at B2 level.
6. **Selection Committee** - a four-person, impartial committee appointed to evaluate the recruitment documents submitted by Candidates and to decide on admission to the Summer School. The composition of the Committee is appointed by the Project Manager.
7. **Summer School Participant** - a student of a foreign higher education institution who has been admitted to the Summer School and has signed the required participation documents.
8. **Financial support** - lump-sum funds provided under the Project, covering, as applicable, travel costs, subsistence and accommodation costs, and a scholarship, in accordance with the rates of the SPINAKER Programme and the Agreement with the Participant.
9. **Agreement** - a bilateral agreement in English concluded between the Silesian University of Technology and the Summer School Participant.

§ 2

Information about the Summer School

1. These Regulations define the terms and conditions of participation in the Summer School “Energy Transition Academy: Circular Economy & Life Cycle Thinking”, implemented at the Faculty of Environmental and Energy Engineering of the Silesian University of Technology. The Project is co-financed from European Union funds under the Programme European Funds for Social Development 2021-2027 and implemented under the NAWA Programme SPINAKER - International Intensive Programmes - Call 2025. The Project is implemented on the basis of Decision No. BPI/SPI/2025/1/00004/DEC/01 and Agreement No. BPI/SPI/2025/1/00004/U/00001.
2. The main objective of the Summer School is to strengthen the competencies of international students in the field of contemporary challenges of the energy transition, circular economy, life cycle assessment (LCA), material intensity of renewable energy technologies, and critical raw materials.

3. The planned number of Participants receiving financial support is 40 international students. Additionally, up to 20 students of the Silesian University of Technology may participate without receiving financial benefits from the Project.
4. The Summer School will be implemented according to the following schedule:
 - online module: 20.06.2027-30.06.2027;
 - arrival of international Participants in Gliwice: 04.07.2027;
 - on-site Summer School in Gliwice: 05.07.2027-09.07.2027;
 - departure of international Participants: 10.07.2027.
5. The Summer School Office is located at ul. Konarskiego 18, room 128. The Office is open on working days. Contact telephone number: +48 32 237 12 13.

§ 3

Recruitment rules for the Summer School

1. Active first-cycle or second-cycle students of foreign higher education institutions may apply for the Summer School, provided that they study in fields related to energy, environmental engineering, materials science, sustainable development, resource management or related disciplines.
2. The Summer School provides for the participation of 40 Participants from foreign higher education institutions receiving financial support, and up to 20 students of the Silesian University of Technology participating without receiving financial benefits from the Project.
3. The recruitment call opens on 01.01.2027 and closes on 28.02.2027. Applications submitted after the deadline will not be considered, unless the Project Manager decides to extend the recruitment period.
4. A condition for participation in the recruitment process is the submission of a complete application package by e-mail to the Summer School Office / Project Office. The Application Form shall be downloaded from the Summer School website in the polsl.pl domain, completed, signed and submitted as a PDF file together with the required attachments.
5. At the application stage, the Candidate shall submit the following documents:
 - completed and signed Application Form, including the motivation statement and confirmation of having read the personal data processing information clause for recruitment purposes;
 - certificate confirming active student status at a foreign higher education institution;
 - proof of English language proficiency at minimum B2 level;
 - optional: transcript of records, recommendation letter, motivation letter, certificates confirming academic achievements, participation in projects, research activities or other documents relevant to the topic of the Summer School.
6. The motivation letter is not a mandatory document. The Candidate's motivation will be assessed on the basis of the motivation statement included in the Application Form and, if submitted, additional supporting documents.
7. Personal data collected at the application stage will be processed for recruitment purposes. The Application Form shall include the relevant personal data processing information clause. By signing and submitting the Application Form, the Candidate confirms that they have read this information.
8. Recruitment to the Summer School will consist of two stages:
 - a) Stage I - formal assessment, carried out on a yes/no basis (meets / does not meet the requirements), based on the submitted application documents confirming student status at a foreign higher education institution, English language proficiency at a minimum B2 level, and completeness of the documentation;
 - b) Stage II - substantive assessment, carried out on the basis of the submitted documents and a separate Evaluation Form used by the Selection Committee.
9. The substantive assessment will include the following criteria assessed on a scale of 0-5 points:
 - a) profile of the Candidate's institution and previous course of education (weight: 0.5);



- b) relevance of the Candidate's field of study to the subject matter of the Summer School (weight: 0.4);
 - c) assessment of the Candidate's motivation (weight: 0.3);
 - d) additional recommendations, certificates or achievements related to the subject matter of the Summer School (weight: 0.1).
10. The Selection Committee will decide on the Candidate's admission to the Summer School on the basis of the formal and substantive assessment of the submitted documents.
 11. After the assessment is completed, a ranking list, a reserve list and a list of persons not admitted to the Project will be prepared.
 12. In the event that several persons receive the same score, admission to the Summer School will be determined by the order of submission of complete application packages.
 13. Recruitment will be carried out in accordance with the principles of equal opportunities for women and men and non-discrimination, including accessibility for persons with disabilities.
 14. Recruitment results will be sent to Candidates individually by e-mail no later than 15.03.2027. All persons participating in the recruitment process will be informed of the results.
 15. Selected Participants are required to submit the following signed documents to the Summer School Office / Project Office by 31.03.2027:
 - signed participation commitment and/or Agreement;
 - declaration of participation in the Project (Annex 1 to these Regulations);
 - participant personal data form (Annex 2 to these Regulations);
 - participant declaration concerning personal data GDPR/FERS (Annex 3 to these Regulations);
 - participant declaration concerning personal data GDPR NAWA (Annex 4 to these Regulations);
 - bank account details for the payment of financial support;
 - copy of passport or ID document, if required for verification, travel or payment purposes;
 - any other administrative documents required by NAWA, Silesian University of Technology or the Project documentation, if applicable. Selected Participants will be informed if any additional documents are required.
 16. The additional consent of the Participant to personal data processing (Annex 5) is voluntary and is not a condition for participation in the Summer School.
 17. If the limit of places is not filled or if admitted Candidates resign, an additional selection from the reserve list may be conducted between 01.04.2027 and 15.04.2027, or on other dates determined by the Project Manager.
 18. A Candidate has the right to appeal against a decision related to the announcement of the ranking list of Summer School Participants and individual forms of support to the Project Manager within 14 days from the date of announcement of the decision. The decision of the Project Manager is final.

§ 4

Payment of financial support

1. After signing and submitting the Agreement and all required documents to the Summer School Office / Project Office, the Summer School Participant may receive financial support provided under the Project, in accordance with the rules of the SPINAKER Programme, the Beneficiary Manual and the Agreement concluded with the Participant.
2. Funds paid to Participants under the Project constitute support financed from European Union funds. Tax and insurance matters shall be governed by the applicable provisions of law and the rules of the SPINAKER Programme.
3. A Participant may be entitled to financial support covering:
 - a lump sum for travel costs to and from Poland;



- a lump sum for subsistence and accommodation costs;
 - a scholarship, where applicable under the Project budget and the Agreement with the Participant.
4. The support is calculated according to the lump-sum rates of the SPINAKE Programme and the country/distance category applicable to the Participant.
 5. For the purposes of the Project, a 7-day stay of an international Participant is assumed: 5 days of the on-site programme and 2 days for arrival and departure.
 6. Financial support will be paid to the bank account indicated by the Participant in the Agreement signed under the Summer School.
 7. The Summer School Participant is obliged to return the financial support paid if the Agreement is terminated due to reasons attributable to the Participant, or if the funds were unduly received or used contrary to their intended purpose.

§ 5

Organisation and participation rules of the Summer School

1. The Summer School will be implemented according to the following schedule:
 - online module: 20.06.2027-30.06.2027;
 - arrival of international Participants in Gliwice: 04.07.2027;
 - on-site Summer School in Gliwice: 05.07.2027-09.07.2027;
 - departure of international Participants: 10.07.2027.
2. With regard to the rules of participation in the Summer School and the rights and obligations of the parties, the Agreement is consistent with these Regulations.
3. To confirm participation, the Participant is obliged to sign and submit the participation commitment and/or Agreement and all required administrative documents by 31.03.2027, unless the Project Manager indicates another deadline resulting from the recruitment schedule or the organisation of the Summer School.
4. A Participant who fails to submit the required documents by the specified deadline may be removed from the list, and the first person on the reserve list may be invited in their place.
5. The Implementer shall not be liable for damage caused by the Summer School Participant during the educational activity in Poland.
6. The Agreement may be terminated in the following cases:
 - failure by the Summer School Participant to comply with the provisions of the Agreement;
 - violation by the Participant of the applicable rules of functioning and regulations;
 - submission by the Participant of a written request to withdraw from the Summer School before its commencement, together with the reasons for withdrawal.
7. In unjustified cases of withdrawal by a Summer School Participant, the Participant may be charged with costs related to their participation in the Summer School incurred by the University. The final decision on reimbursement of incurred costs will be made individually by the Project Manager, based on the circumstances.

§ 6

Rights and obligations of the Participant

1. The Summer School Participant has, in particular, the right to:
 - a) receive financial support provided under the Project, in accordance with § 4 of these Regulations and the Agreement;
 - b) receive a certificate of completion of the Summer School and a micro-credential confirming the achievement of learning outcomes, provided that the programme requirements are met;

c) access and amend their personal data made available for the purposes of Project implementation.

2. The Summer School Participant is obliged to:

- a) provide the Implementer with the necessary documents;
- b) perform tasks diligently and carefully, develop competencies and gain experience;
- c) comply with the Summer School Regulations and the signed Agreement;
- d) submit a complete set of documents, including the Agreement, to the Project Office in order to complete the formalities related to participation in the Summer School and receipt of financial support, in accordance with the provisions of the Agreement;
- e) immediately inform the Implementer of any change in data, including changes in personal data, change of university or research institution, or loss of student status at a foreign higher education institution.

§ 7

Rights and obligations of the Summer School Implementer

1. The Summer School Implementer has, in particular, the right to:

- a) request the necessary documents from Summer School Participants;
- b) remove a Summer School Participant from the list in the event of violation by the Participant of the terms of the Agreement and/or these Regulations.

2. The Summer School Implementer is, in particular, obliged to:

- a) ensure that the Summer School is delivered at the highest level and enables Participants to develop their competencies;
- b) provide Summer School Participants with the financial support provided under the Project, provided that they meet the conditions for receiving it;
- c) provide Candidates and Participants with complete and reliable information on the rules of recruitment and implementation of the Summer School.

§ 8

Final provisions

1. In accordance with the principles of equal opportunities for women and men, non-discrimination and accessibility, all Candidates and Participants will be guaranteed equal access to information on international educational activities and the rules for granting financial support under the Summer School.
2. In matters not regulated by these Regulations or the Agreement, the relevant provisions of generally applicable law shall apply, in particular the provisions concerning the implementation of projects financed from European Union funds.
3. The Summer School Implementer reserves the right to amend these Regulations at any time. Amendments to the Regulations shall apply from the date of their publication on the Summer School website.
4. The Head of the Summer School may introduce justified organisational changes to the Summer School, including changes to dates, deadlines, schedule, programme structure, mode of delivery or document submission requirements, provided that such changes remain compliant with the NAWA Programme rules, the Project documentation and applicable law. Candidates and Participants will be informed of any such changes by e-mail and/or via the Summer School website.
5. All recruitment documents and other documents related to the implementation of international exchange submitted by the Participant to the Summer School Implementer shall not be returned.
6. The Head of the Summer School is responsible for the proper conduct of the Summer School.



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7. These Regulations enter into force on 01.06.2026. Amendments to the Regulations may be notified electronically to the e-mail addresses indicated in the Application Form. The Regulations shall remain in force until the end of the Summer School.
8. The current version of the Regulations is available at the Summer School Office and on the Summer School website.

prof. Krzysztof Plkoń
Head of the Summer School

Annexes:

- a) Declaration of participation in the Project (Annex 1);
- b) Participant personal data form (Annex 2);
- c) Participant declaration concerning personal data GDPR/FERS (Annex 3);
- d) Participant declaration concerning personal data GDPR NAWA (Annex 4);
- e) Additional consent of the Participant to personal data processing (Annex 5) - voluntary.

*Annex 1 to the Regulations
Declaration of participation in the Project*

DECLARATION OF PARTICIPATION IN THE PROJECT

Project data	Project financed from European Union funds under the NAWA Programme SPINAKER - International Intensive Programmes, Call 2025. Decision No. BPI/SPI/2025/1/00004/DEC/01. Project implementation period: 01.06.2026-30.11.2027.
Name of the NAWA programme	SPINAKER - International Intensive Programmes - Call 2025
Agreement or Project number	BPI/SPI/2025/1/00004/U/00001
Name of the Beneficiary	Silesian University of Technology
Project Title	International Summer School ENERGY TRANSITION ACADEMY: CIRCULAR ECONOMY & LIFE CYCLE THINKING

INFORMATION:

The Polish National Agency for Academic Exchange collects personal data of the Project Participant in order to:

1. implement statutory tasks of NAWA - data of Participants are entered into the Agency's ICT system used to monitor the effects/results of NAWA projects/programmes;
2. implement, monitor and control the Project financed by FERS - data of Participants are exported to the relevant NAWA/FERS ICT system used to monitor the effects/results of projects/programmes implemented under the European Social Fund.

I, the undersigned:

Name	
Surname	
Personal id. no. (PESEL), if applicable	-----

I declare that I voluntarily join the Project on the terms set out in the Summer School Regulations.

Moreover, I declare that:

1. I have read the rules of recruitment and participation in the project of Silesian University of Technology entitled International Summer School "ENERGY TRANSITION ACADEMY: CIRCULAR ECONOMY & LIFE CYCLE THINKING", contained in the Summer School Regulations. I accept all provisions of the above-mentioned Regulations and declare that I meet the criteria for participation in the Project set out therein.
2. I have been informed that the Project is implemented under the NAWA Programme SPINAKER - International Intensive Programmes, Call 2025, financed from European Union funds, Agreement No. BPI/SPI/2025/1/00004/U/00001.
3. I have been informed about the obligation to participate in surveys and evaluation studies for the purposes of the Project.
4. I belong to the following category within the target group covered by the Project:
 - ☐ foreign student
 - ☐ foreign doctoral student
 - ☐ domestic student



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- ☐ domestic doctoral student
- ☐ teaching / academic staff
- ☐ administrative staff

Having been warned about criminal liability under Art. 233 of the Criminal Code for making a false statement or concealing the truth, I declare that the data contained in this Declaration is complete and true.

I acknowledge that this information may be subject to verification in terms of its truthfulness.

I undertake to immediately inform the institution implementing the Project about any change of personal and contact details provided in the Declaration and other application documents.

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PLACE AND DATE

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LEGIBLE SIGNATURE OF THE PROJECT PARTICIPANT

*Annex 2 to the Regulations
Participant personal data form*

PARTICIPANT PERSONAL DATA FORM

Project data	Project financed from European Union funds under the NAWA Programme SPINAKER - International Intensive Programmes, Call 2025. Decision No. BPI/SPI/2025/1/00004/DEC/01. Project implementation period: 01.06.2026-30.11.2027.
Name of the NAWA programme	SPINAKER - International Intensive Programmes - Call 2025
Agreement or Project number	BPI/SPI/2025/1/00004/U/00001
Name of the Beneficiary	Silesian University of Technology
Project Title	International Summer School ENERGY TRANSITION ACADEMY: CIRCULAR ECONOMY & LIFE CYCLE THINKING

Beneficiary data (to be filled in by the Beneficiary)

Country	
Name of the institution	
Tax id. no. (NIP)	☐ Lack of tax id. no. (NIP) ☐ tax id. no. (NIP): _____
Type of the institution	☐ university ☐ Polish Academy of Sciences ☐ research institute ☐ other
Voivodeship / Poviast / Commune / Town	
Street / Building no. / Apartment no. / Postal code	
Contact telephone number / E-mail	

Data of the Project Participant (to be filled in by the Participant)

Country	
Type of participant	☐ foreign student ☐ foreign doctoral student ☐ domestic student ☐ domestic doctoral student ☐ teaching / academic staff ☐ administrative staff
Name of the institution represented by the Participant	
Name and surname	
Personal id. no. (PESEL)	☐ I do not have PESEL ☐ I have PESEL: _____

Sex / Age / Education	Sex: ☐ female ☐ male Age: _____ Education: ☐ higher (ISCED 5-8) ☐ other: _____
Address	Country: _____ Town/City: _____ Street: _____ Postal code: _____
Contact telephone number / E-mail	

Participant status at the time of joining the Project

A person belonging to a national or ethnic minority, migrant, person of foreign origin	☐ No ☐ I refuse to provide the information ☐ Yes
Homeless person or a person deprived of access to housing	☐ No ☐ I refuse to provide the information ☐ Yes
A person with disabilities	☐ No ☐ I refuse to provide the information ☐ Yes
A person experiencing a different social disadvantage	☐ No ☐ I refuse to provide the information ☐ Yes
Labour market status	☐ professionally inactive person ☐ working person Place of employment: _____

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PLACE AND DATE

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LEGIBLE SIGNATURE OF THE PROJECT PARTICIPANT

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PLACE AND DATE

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LEGIBLE SIGNATURE OF THE PERSON RECEIVING THE FORM ON THE PART OF THE BENEFICIARY

*Annex 3 to the Regulations**Declaration of the Project Participant concerning personal data GDPR/FERS***DECLARATION OF THE PROJECT PARTICIPANT***(information obligation fulfilled under Articles 13 and 14 of Regulation (EU) 2016/679)*

In connection with my participation in the project titled “Energy Transition Academy: Circular Economy & Life Cycle Thinking”, implemented under the NAWA Programme SPINAKER - International Intensive Programmes, Call 2025, financed from European Union funds, Agreement No. BPI/SPI/2025/1/00004/U/00001, I hereby acknowledge that:

1. The controller of my personal data is the minister competent for regional development acting as the Managing Authority for the Programme European Funds for Social Development 2021-2027 (FERS), with registered office at ul. Wspólna 2/4, 00-926 Warszawa.
2. My personal data will be processed in connection with the implementation of FERS and the NAWA Programme SPINAKER, in particular for monitoring, reporting, communication, publication, evaluation, financial management, verification, control, audit and determining the eligibility of Participants.
3. The legal basis for the processing of my personal data is Article 6(1)(c), Article 6(1)(e), Article 9(2)(g) and, where applicable, Article 10 of Regulation (EU) 2016/679 (GDPR), in connection with the applicable European Union and Polish regulations governing the implementation of projects financed from European funds in the financial perspective 2021-2027.
4. My personal data may be made available to entities authorised by law, including institutions involved in the implementation of FERS and the NAWA Programme, as well as entities performing evaluation, control, audit, IT, archiving or other services necessary for the implementation of the Project.
5. The provision of personal data is voluntary but necessary for participation in the Project. Refusal to provide the required data results in lack of possibility to receive support under the Project.
6. My personal data will be stored for the period necessary to achieve the purposes of processing and for the period required by applicable archiving and project documentation rules.
7. My personal data will not be transferred to a third country or to an international organisation and will not be used for decisions based solely on automated processing, including profiling.
8. I have the right to access my personal data, obtain a copy of them, rectify them, request restriction of processing and lodge a complaint with the President of the Personal Data Protection Office, in accordance with the GDPR.
9. Data protection contact: IOD@mfipr.gov.pl; NAWA Data Protection Officer: odo@nawa.gov.pl.

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PLACE AND DATE

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LEGIBLE SIGNATURE OF THE PROJECT PARTICIPANT*

** In the event that the declaration of participation is made by a minor, it should be signed by their legal guardian.*

Annex 4 to the Regulations

Declaration of the Project Participant concerning personal data GDPR NAWA

DECLARATION OF THE PROJECT PARTICIPANT

In connection with my participation in the Polish National Agency for Academic Exchange's Programme titled International Summer School ENERGY TRANSITION ACADEMY: CIRCULAR ECONOMY & LIFE CYCLE THINKING, carried out under the NAWA Programme SPINAKEK - International Intensive Programmes, Call 2025, financed from European Union funds, I, the undersigned

_____, hereby acknowledge that:

1. The controller of personal data provided by me is the Polish National Agency for Academic Exchange (ul. Polna 40, 00-635 Warszawa), hereinafter referred to as the Agency.
2. The data will be used for the following purposes: performing the Agency's statutory tasks, carrying out inspections and evaluations, and compiling statistical reports.
3. Personal data may be shared with the Agency's staff members, entities cooperating with the Agency in the performance of its tasks, entities involved in inspections, evaluations and statistical reporting, and public authorities authorised by law, in compliance with the GDPR.
4. The provision of data is voluntary, but necessary for participation in the implementation of the Programme. Refusal to provide data means that the application will not be considered or that the particular individual cannot participate in the implementation of the Programme.
5. Personal data will be used for a period provided for by law or necessary for the purpose of carrying out inspections, evaluations or compiling statistical reports.
6. The data subject has the right to request access to their personal data, rectification, erasure or restriction of the use of personal data, object to the use of personal data, data portability, and lodge a complaint with the supervisory authority.
7. Contact information of the data protection inspector: odo@nawa.gov.pl.

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PLACE AND DATE

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LEGIBLE SIGNATURE OF THE PROJECT PARTICIPANT*

** In the event that the declaration of participation is made by a minor, it should be signed by their legal guardian.*

Annex 5 to the Regulations
Additional consent of the Project Participant to personal data processing

ADDITIONAL CONSENT OF THE PROJECT PARTICIPANT TO DATA PROCESSING

This consent is voluntary and is not a condition for participation in the Summer School.

In addition, I hereby consent to the use of my personal data (given name, last name, institution, e-mail, phone number, image) provided under the Programme of the Polish National Agency for Academic Exchange titled International Summer School ENERGY TRANSITION ACADEMY: CIRCULAR ECONOMY & LIFE CYCLE THINKING, carried out under the NAWA Programme SPINAKER - International Intensive Programmes, Call 2025, financed from European Union funds, for the purpose of communicating information about the Agency's programmes and activities in the form of:

- a newsletter to project participants;
- invitations to meetings/webinars;
- invitations to respond to calls for applications;
- information about achievements/results.

The basis for the use of the data is my consent (Article 6(1)(a) of the GDPR), which I can withdraw at any time. Withdrawing consent does not affect the lawfulness of the use of data in the period when the consent was effective. The provision of data for the above purposes is voluntary.

The data may be shared with entities that cooperate with the Agency in the performance of the above tasks, in compliance with the provisions on personal data protection.

Personal data will be used for a period of up to 5 years from the moment when the data subject ends their participation in a programme or an action carried out by the Agency or up to the moment when they withdraw their consent.

I hereby acknowledge that I have the right to:

- request from the Agency access to my personal data;
- request rectification, erasure or restriction of the use of my personal data;
- object to the use of my personal data;
- lodge a complaint with the supervisory authority.

Contact information of the data protection inspector: odo@nawa.gov.pl.

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PLACE AND DATE

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LEGIBLE SIGNATURE OF THE PROJECT PARTICIPANT*

** In the event that the declaration of participation is made by a minor, it should be signed by their legal guardian.*