

Rules for Participation in the Bird & Bird ESG Academy -global edition-

§1. Purpose and Scope

1. The Bird & Bird ESG Academy is an original initiative of Bird & Bird Koremba, Dziedzic i Wspólnicy sp.k., with its registered office in Warsaw, Marszałkowska Street No. 107, 00-110 Warsaw, registered in the Register of Entrepreneurs of the National Court Register under the number KRS: 0000313889, registration court: District Court for the Capital City of Warsaw, Warsaw XII Commercial Division of the National Court Register, NIP: 7010145850 (the “**Organiser**”). It is addressed to students of law, journalism, political science, marketing, economics, finance, accounting and related fields of study who wish to deepen their knowledge of ESG (Environmental, Social, Governance) and see how these issues translate into legal and business practice.
2. The aim of the Bird & Bird ESG Academy is to provide participants with knowledge about ESG and its impact on the legal and business environment, and to discuss the challenges and trends associated with the implementation of sustainable development strategies.
3. The Bird & Bird ESG Academy offers regular online meetings, including lectures and case studies, as well as networking opportunities and certificates of completion.

§2. Dates and format of meetings

1. Sessions of the Bird & Bird ESG Academy will take place during the 2024/2025 academic year.
2. The series will consist of **17 meetings**, including **16 contents meetings** (global edition) in accordance with the following schedule:

No.	Date	Type of meeting	Subject
1.	Thursday, 19 December 2024	Introductory Meeting	Introduction to the ESG Bird & Bird Academy. Lecture on what is ESG?
2.	Tuesday, 7 January 2025	Lecture	Part I - Introduction to legal studies. Sources and hierarchy of legal acts Part II – ESG regulatory framework (part 1)
3.	Tuesday, 14 January 2025	Lecture	Part I – ESG regulatory framework (part 2) Part II - Interpretation of specific legal acts from the ESG regulatory framework
4.	Tuesday, 21 January 2025	Lecture	Part I – Former and current market sustainability reporting standards, like GRI, SASB and other Part II - European reporting standards (ESRS, sector-specific ESRS, LSME, VSME)
5.	Tuesday, 4 February 2025	Lecture	Preparing for ESG reporting under the ESRS

6.	Tuesday, 11 February 2025	Lecture	Preparing for the CSDDD
7.	Tuesday, 18 February 2025	Lecture	ESG compliance and ESG risk management in the organisation
8.	Tuesday, 4 March 2025	Lecture	ESG compliance policies and procedures
9.	Tuesday, 11 March 2025	Lecture	Supply, value and activity chains
10.	Tuesday, 18 March 2025	Lecture	Part I - ESG compliance within the supply, value and activity chains Part II – ESG questionnaires and declarations
11.	Tuesday, 1 April 2025	Lecture	Greenwashing
12.	Tuesday, 8 April 2025	Lecture	The 3 Hows of Greenwashing: Recognizing, Minimizing Risks, and Building Trustworthy Communication Strategies
13.	Tuesday, 15 April 2025	Lecture	ESG due diligence & green compliance. ESG due diligence and green compliance reports
14.	Tuesday, 6 May 2025	Lecture	Internal and external audits and certifications
15.	Tuesday, 20 May 2025	Lecture	The role of AI in ESG. Legal and commercial aspects of AI implementation and application. Can AI be sustainable?
16.	Tuesday, 3 June 2025	Lecture	ESG in investments, including real estate, energy and the environment
17.	Tuesday, 17 June 2025	Summary and closing ceremony	ESG knowledge summary and closing ceremony.

3. The Bird & Bird ESG Academy meetings will be held solely online via the MS Teams platform, using a dedicated online meeting link, which will be provided to participants no later than 9:30 a.m. on the day of the meeting to the email address provided by the participant for communication purposes.

When online, participants may be asked to turn on their video cameras out of respect for the lecturers and other participants.

4. The Organiser reserves the right to change the dates and topics of the meetings in the event of circumstances beyond its control.

§3. Attendance

1. Participation in the Bird & Bird ESG Academy is open to full-time and part-time undergraduate and postgraduate students, regardless of their year of study.
2. **To apply for the Bird & Bird ESG Academy**, students must complete an application form, available on the Bird & Bird ESG Academy website, and submit their CV. **Deadline for application: Tuesday, 17 December 2024 COB.**

3. A committee selected by the Organiser (the "**Committee**") will select and notify applicants which applicants will be invited to attend the meetings no later than Wednesday, 18 December 2024:
 - 1) selected participants - that they have been accepted to the Bird & Bird ESG Academy; and
 - 2) other applicants - that they have not been selected.
4. Notwithstanding the above, the Organiser retains the right to allow individual participants to participate in the course with the right to obtain a certificate of completion of the Bird & Bird ESG Academy, under the conditions specified in §4.
5. Participation in the Bird & Bird ESG Academy is free of charge.
6. Attendance at meetings will be verified.

§4. Obligations of participants

1. Participants agree to actively participate in meetings, including discussions, panels, workshops and group work.
2. Participants undertake to comply with the principles of good manners and personal culture, including freedom of expression, and in particular to respect the variety of opinions expressed during Bird & Bird ESG Academy meetings.
3. Participants must comply with the content of these regulations, particularly §7.
4. If a participant fails to comply with their obligations set out in §4, points 1-3 above, the Committee has the right to exclude the participant from further participation in the Bird & Bird ESG Academy after a single verbal warning confirmed in writing.

§5. Attendance certificates and declarations

1. Participants will receive a certificate of completion of the Bird & Bird ESG Academy if they attend a minimum of twelve (12) lectures.
2. If a participant fails to meet the criteria set forth in paragraph 1, including being excluded from further participation in the Bird & Bird ESG Academy pursuant to §4, paragraph 3 above, the participant will only receive a certificate of attendance for the number of meetings they attended.
3. The Organiser reserves the right to offer selected graduates of the Bird & Bird ESG Academy the opportunity to complete an internship with the organiser.

§6. Recording and use of participants' image

1. Participants in the Bird & Bird ESG Academy acknowledge that the Organiser may take photographs and make video and/or audio recordings during the sessions, which may be used in the following ways:
 - 1) Publication of photographs in promotional materials, including the Organiser's website, the Bird & Bird ESG Academy website, social media, brochures and other informational, organisational, promotional or marketing materials.
 - 2) Publication of a 15-minute video recording of the Bird & Bird ESG Academy in promotional materials, including on the Organiser's and the Bird & Bird ESG Academy 's websites, on social media, and in other informational, organisational, promotional or marketing materials.
 - 3) Publication of Bird & Bird ESG Academy meetings recorded via the MS Teams platform and broadcast on the Organiser's internal communication channel (intranet).
2. The above materials may include the participant's image, including their portrait and voice recordings. A consent form for the use of a participant's image is attached as Appendix 2 to these rules.

§7. Copyright notice

1. The Organiser owns all intellectual property rights to the concept, programme and materials created as part of the ESG Bird & Bird Academy, including presentations and teaching materials. Any use of materials created as part of the ESG Bird & Bird Academy is prohibited without the consent of the Organiser.
2. Participants in the ESG Bird & Bird Academy agree to respect the copyrights of the materials disclosed as part of the ESG Bird & Bird Academy. This means that the participant has no right to distribute, copy or use these materials in any way that infringes copyright, without the express permission of the Organiser. The participant is only entitled to use the materials provided as part of the ESG Bird & Bird Academy for his or her own personal use.

§8. Communication and Contact Details

All communication between participants and the Organiser in relation to the ESG Bird & Bird Academy, including questions, comments or organisational problems, should take place via the address wawhr@twobirds.com.

§9. Personal information

Information on the processing of personal data by the Organiser can be found in Appendix 1 to these rules.

§10. Final provisions

1. These regulations are valid from 1 November 2024, and can be downloaded from the ESG Bird & Bird Academy website at <https://www.twobirds.com/>-

[/media/poland/241122-en_terms-and-conditions-for-participation-in-the-esg-academy-bird--bird-2024-2025.pdf](#).

2. The Organiser reserves the right to unilaterally amend the rules for good cause. The amended rules will enter into force upon publication on the ESG Bird & Bird Academy website, unless the Organiser specifies a later date for their entry into force.
3. The appendices to the Rules are:

Appendix 1 - Information on data processing by the Organiser

Appendix 2 - Sample consent for use of the participant's image

****Appendix 1**

****Information on data processing by the Organiser****

1. The data controller is Bird & Bird Koremba, Dzielnic i Wspólnicy sp.k., Marszałkowska Street No. 107, 00-110 Warsaw ("We").
2. We will process the data of participants in the Bird & Bird ESG Academy for the following purposes:
 - 1) Recruitment and selection of participants, organisation of sessions and participation in the Bird & Bird ESG Academy. The legal basis for this processing is Article 6(1)(b) of the GDPR (processing is necessary for the performance of a contract or to take steps at the request of the data subject prior to entering into a contract);
 - 2) For the purposes specified in your consent to the dissemination of your image. The legal basis for the processing is Article 6(1)(f) of the GDPR;
 - 3) For the establishment, exercise or defence of claims based on our legitimate interests. The legal basis for processing is Article 6(1)(f) of the GDPR;
 - 4) For future recruitment where you have given your consent. The legal basis for processing in this regard is Article 6(1)(a) of the GDPR - consent.
3. Providing your data is voluntary but necessary to achieve the above purposes.
4. We will store your data for the duration of the current Bird & Bird ESG Academy and thereafter for the period necessary for the establishment, exercise or defence of claims. If you have consented to future recruitment, your data will be retained for 12 months or until you withdraw your consent, whichever occurs first.
5. Personal data may be disclosed to entities that are directly or indirectly related to us, in particular in an organisational or personnel sense, as well as to entities that cooperate with us, i.e. service providers who are internal or external suppliers, either in Poland or abroad (e.g. shared service centres), for the processing of personal data on our behalf and strictly in accordance with our instructions for any of the purposes described above.
6. To provide legal and other services, we may transfer the personal data we collect to countries outside the European Economic Area which may not provide the same level of data protection as your country of residence, and which are not recognised by the European Commission as providing an adequate level of data protection. We may transfer personal data to such countries if this is necessary for the services we provide, if it is necessary for the establishment, exercise or defence of legal claims, or if there are safeguards in place to ensure the protection of your personal data, such as the European Commission's standard contractual clauses. For more detailed information or to obtain copies of documents relating to the protection of your data, please contact us by email at: privacy@twobirds.com.

7. In relation to the data we process, you have the right to request access to your personal data, rectification, erasure, portability, restriction of processing and objection (especially in cases where we process your data based on legitimate interests).
8. Where We process your data based on consent, you have the right to withdraw your consent to the processing of personal data at any time. Withdrawal of consent does not affect the lawfulness of the processing carried out based on the consent prior to its withdrawal.
9. If you believe that data protection regulations have been violated, you have the right to lodge a complaint with the relevant supervisory authority or to seek redress through the courts.
10. You may exercise any of the above rights at any time by contacting us at: privacy@twobirds.com or via the contact form.

****Appendix 2**

****Consent to image dissemination****

I hereby consent to the recording, use and distribution of my image by Bird & Bird Koremba, Dziedzic i Wspólnicy sp.k. (hereinafter referred to as the "Organiser") of my image (including my likeness and voice recordings) or the recording of my statements (collectively referred to as the "Image"), as captured in photographs and recordings made during the Bird & Bird ESG Academy meetings in which I participate, for the purposes of promoting the Bird & Bird ESG Academy, promoting the Organiser and disseminating knowledge about ESG, in the following forms:

- 1) Making and storing copies of photographs and recordings of the Bird & Bird ESG Academy meetings on any medium.
- 2) Publication of photographs in promotional materials, including the Organiser's and Bird & Bird ESG Academy 's websites, social media, promotional brochures and other informational, organisational, promotional or marketing materials.
- 3) Publication of a 1.5-minute video recording of Bird & Bird ESG Academy meetings in promotional materials, including on the Organiser's and Bird & Bird ESG Academy 's websites, social media and other informational, organisational, promotional or marketing materials.
- 4) Publication of recordings of the Bird & Bird ESG Academy meetings, recorded via the MS Teams platform where the meetings are broadcast, on the Organiser's internal communication channel (intranet).

I agree that the Organiser may modify materials containing my image (cutting, cropping, combining with other works, incorporating in whole or in part in other works and other modifications justified by the nature of the use) and may use and distribute such modified materials to the same extent as described above.

I have received information on the processing of personal data by the Organiser.

Date: _____

Signature: _____

Full Name: _____