

## REGULATIONS OF PARTICIPATION IN THE SURVEY ABB AS AN EMPLOYER

### I. GENERAL CONDITIONS.

1. The Regulations define the rules for the organization of the survey conducted among ABB employees.
2. The organizer of the study is the company HRM INSTITUTE SP. z o.o., based in Kraków 30-701, Zabłocie 19A/57, NIP 679-322-96-10, hereinafter called the Organizer.
3. The survey is carried out on behalf of ABB Business Services Sp. z o.o., Żegańska Street 1, 04-713 Warszawa, Poland.
4. Conditions of participation in the survey are specified only in these Regulations and in the mandatory provisions of law.
5. Participation of the Participant in the survey means the acceptance of the principles set out in these Regulations.
6. The survey is conducted in the period from 23.08.2022 to 09.09.2022. After this period, access to the survey will be closed.
7. Organizer reserves the right to extend the duration of the survey.

### II. PARTICIPATION IN THE SURVEY.

1. In the survey, may participate only adult person with full legal capacity, residing in the territory of the Republic of Poland, who are employees of ABB company.
2. To take part in the survey, you must complete the questionnaire posted in the website.
3. All questions included in the survey are an integral part of the survey.
4. Participation in the survey is free of charge.
5. Each Participant can complete the survey only once.
6. The survey is anonymous – no personal data is required and no personal data is processed.
7. Survey participants who wish to win a prize will be redirected to another form that will not be associated with the completed survey.
8. The collected data is confidential, and the collected information will only be used to prepare a survey report, which will contain aggregate data.

### III. AWARDS

1. There is 10 material prizes in the survey – the Kindle Paperwhite reader.
2. The organizer will fund an additional cash prize, which will be used to cover the tax on the prize. The organizer will pay the tax on the prize, and the participant receives a Kindle Paperwhite.
3. A survey participant may win a prize if he / she meets the following conditions:

- Participating in the survey **ABB AS AN EMPLOYER** and filling it out to the end.
  - Answer the additional competition question, and voluntarily transferring personal data **in a separate form** (that will not be associated with the completed survey) questionnaire (name, e-mail).
4. Prizes will be awarded to those who respond to the additional competition task, and whose statements are considered the most interesting by the jury, composed of representatives of the Organizer.
  5. The Participant does not have the right to exchange prizes for cash or transfer the right to the prize to a third party.
  6. The condition for receiving the prize is sending data for shipping (postal address or parcel locker address, e-mail and telephone number) within 10 working days of receiving information from the organizer about winning the prize.
  7. The Organizer is not responsible for the inability to deliver a reward, if it was caused by the Winner transferring improper personal data, an undisclosed change of domicile, or by not picking up delivered package in time. In those scenarios, the former mentioned prize is gone, with the benefit of the Organizer.
  8. The prizes will be sent by post, courier or to a parcel locker.

#### **IV. PERSONAL DATA SECURITY**

1. Participation in the survey does not require any personal data.
2. If a participant wants to win a prize, personal data will be processed as described in a form, connected to the marked option.
3. The administrator of personal data is the company HRM Institute.
4. Personal Data Inspector contact info: [iod@hrminstitute.pl](mailto:iod@hrminstitute.pl).
5. The basis for personal data processing is voluntary agreement given, when a participant checks a specific box in the form. It will apply up until it's over and the time for complaints about its results runs out.
6. Participants have the right to control their personal data, including the right to correct and remove them from Organizer's database, as well as the right to request the transfer of data to another entity.

#### **V. FINAL PROVISIONS.**

1. In matters not regulated by these Regulations, the provisions of Polish law shall apply.
2. Organizer reserves the right to change these Regulations at any time without giving a reason, if it doesn't affect acquired rights of the Participants.
3. The regulations are available online for all participants of the survey.
4. Any doubts arising during the validity of these Regulations shall be resolved by the Organizer.
5. ABB cannot be responsible for any matters related to the conduct of the survey and the competition.