

RULES OF LGBT+ DIAMONDS AWARDS 2024

§1 Organisers, Contractors, Partners, Sponsors

The *LGBT+ Diamonds Awards* (hereinafter referred to as the “Awards”, “Award” or “Contest”) have been originated by National Westminster Bank plc, Spółka Akcyjna Branch in Poland (“Originator”), which is co-organising the event with Open For Business (OfB) in Poland (“Expertise Partner”). The LGBT+ Diamonds awards ceremony is organised by Creative Poland Sp. z o.o. (“Organiser”), while PR and communication services are provided by Propsy PR Non For Profit Sp. z o. o. (“Contractor”).

The main sponsor of the event is the Originator, with the co-financing provided by other entities (“Sponsors”), whose names are listed on the dedicated website.

§2 Objectives

1. The Award is presented to employers (companies), individuals, informal groups and non-governmental organisations (NGOs) that, through their activities and commitment, promote the values such as diversity and inclusion and, in particular, respect for the rights of LGBT+ people in the workplace and public sphere.

2. The LGBT+ Award is meant to:

- recognise the work of companies, individuals, informal groups and NGOs that promote diversity and inclusion, with particular focus on the rights of LGBT+ people;
- disseminate good workplace practice and examples of individuals’ and organisations’ commitment to respecting the rights of LGBT+ people;
- raise public awareness of the need for actions that are in line with the values of diversity and inclusion, with a particular focus on LGBT+ people
- encourage companies and institutions operating in the Polish market to implement measures promoting diversity, with particular focus on the rights of LGBT+ people

§3 Submissions for the Award

1. Submissions (public nominations) for the Award are accepted from 09.09.2024 until 07.10.2024 (by the end of the day). The Originator reserves the right to change the submission deadline, in particular to extend it.

2. Nominations should only be submitted via the submission form available on the event website: lgbtdiamondsawards.pl

3. The submission form can be completed by anyone.

4. If an institution, company, organisation, or informal group operating within the aforementioned scope is nominated, the entity must be registered in Poland.

5. If a candidate is nominated by a third party, the Organiser will contact the candidate to obtain their consent to stand as a candidate, asking them to verify and complete the information contained within the form, and will attach the candidate’s written consent to the submission.

6. If the Organiser fails to contact a nominee, or if a nominee does not consent to participate in the Contest, the Originator and the Expertise Partner shall have the right to cancel such nomination.

7. Both the submitter and the nominee must be of legal age (applies to nominations relating to individuals).

§4 Award criteria

1. The award will be presented for activities undertaken in the period from 01.01.2023 to 07.10.2024. The Jury will evaluate substantial measures and activities taken to promote the values of diversity and inclusion, and in particular the rights of LGBT+ people in Poland, both those carried out in the workplace and those undertaken outside of the professional context. These may include e.g.: in-house company projects, involvement in projects outside the workplace, promotion of the idea of inclusion, spreading knowledge in and outside the workplace, as well as acting for and supporting LGBT+ people in the public sphere.

2. Candidate evaluation criteria:

- Effectiveness of actions taken - evaluation of initiatives taken, measured by actual results, such as events organised, reach achieved, changes implemented, etc.

- Openness to collaboration - interaction with various entities/social groups; involving a wide range of stakeholders in one's activities,

- Commitment and relevance - role in implemented projects, ability to act in a given position, in a given institution and relevance of actions in the context of current needs.

3. Persons who, for the duration of the contest, are employed with the Originator, Contractor, Expertise Partner, Organiser or who cooperate with them under remuneration-based civil law contracts, members of the Management Board of the aforementioned entities and Sponsors, as well as members of their immediate families, cannot be nominated for the Award.

4. The Originator and the Expertise Partner reserve the right to conduct a final formal and substantive verification of the submitted nominations to ensure that the candidates' actions align with the concept of promoting inclusivity.

§5 Award categories

The Award is presented in the following categories:

1. LGBT+ supporting employer of the year – an entity that has significantly contributed to creating a workplace that is LGBT+ friendly and open to diversity, by introducing, among other things, an equal treatment policy, equal access to employee benefits such as healthcare for same-sex partners and educating employees.

2. LGBT+ employee-led network of the year – a group of employees who, through their activities, have contributed to raising employees' awareness of the equal treatment of LGBT+ people in society and supported the creation of a workplace open to diversity.

3. LGBT+ ambassador of the year – a person who has contributed to measurable changes and the promotion of LGBT+ inclusion in public life.

4. LGBT+ supporting initiative of the year – an initiative which, through wide publicity, has helped promote the equal treatment of LGBT+ people and create workplaces that are open to diversity, with a particular focus on LGBT+ people.

5. NGO of the year – a non-governmental organisation that has stood out through its efforts to improve the situation of LGBT+ people in Poland.

6. Local game changer of the year – for individuals, initiatives, informal groups, or non-profit organisations that have distinguished themselves through actions in their own local communities, societies and workplaces by raising awareness of LGBT issues, significance of diversity and supporting the LGBT+ community.

§6 Award jury

1. Before the jury (“Jury”) casts its votes, the Originator and the Expertise Partner check that the submissions are correct and comply with the rules in formal terms.
2. The Award winners are selected by an independent Jury that works on a voluntary basis.
3. The Jury is composed of members selected by the Originator and the Expertise Partner.
4. At the meeting, the Jury members select a Jury Chair from among themselves. Representatives of the Originator/Expertise Partner/Sponsors must not serve as a Jury Chair.
5. From among the submissions, the Jury selects the winners in the categories defined in § 5, items 1-6.
6. Each Jury member is entitled to cast three votes in each category. The vote of the Jury may be preceded by a discussion. In the event of a tie, the vote of the Chairperson of the Jury will be decisive.
7. The Jury has the right not to grant any award in a category, to grant fewer than 6 awards or to grant an ex aequo award; the latter requires a unanimous decision of the Jury.
8. The Jury Chair appoints a person to take minutes of the Jury’s deliberations. They may be appointed from outside the Jury members.
9. The Jury’s decision regarding the selection of the award winners is final and not subject to appeal.
10. If a candidate refuses to be nominated in the contest, the next candidate with the highest number of votes will be automatically nominated.
11. Jury members are invited by the Originator and the Main Partner to participate in the upcoming edition of LGBT+ Diamonds Awards. The Jury is appointed for one year for a specific edition of the event and may change in subsequent editions.

§ 7 Awards

1. The Contest awards have the form of trophies. The Originator and the Expertise Partner reserve the right to award a cash prize in selected categories.
2. The results of the Contest will be communicated to the Winners by 21.11.2024. Information on the Contest results will be also sent to the media and posted on the event website www.lgbtdiamondsawards.pl.
3. The awards will be presented at the LGBT+ Diamonds Awards 2024 ceremony on 21.11.2024.
4. The Originator and the Expertise Partner reserve the right to grant an additional award, as a result of the Jury’s deliberations or at the request of the Sponsors.

5. Awards in each category may not be presented and received by persons from the same organisation or by persons employed by that organisation under civil law contracts.

§8 Personal data

1. The Originator and the Expertise Partner reserve the right to publish the details of the candidates submitted during public nominations included in the submission forms (excluding: e-mail address, telephone number and details of supervisor), as long as a candidate has accepted their nomination.

2. Each submission made through public nominations must include a declaration of consent to the processing of the submitter's personal data.

3. A nominee's acceptance of the nomination implies their consent to the publication of their image for the purpose of organisation of the LGBT+ Diamonds Awards event.

4. All data contained in the form is controlled by National Westminster Bank plc, Spółka Akcyjna Branch in Poland, and is processed by Open For Business Polska, Propsy PR Non For Profit Sp. z o.o. and Creative Poland Sp. z o.o.

§ 9 Contest Rules

1. The Contest Rules are available on the event website: www.lgbtdiamondsawards.pl.

2. The Originator and the Expertise Partner reserve the right to change the Rules while the edition is underway. All information about the changes will be promptly published on the Contest website www.lgbtdiamondsawards.pl.

3. Matters that are not covered by these Rules shall be governed by the provisions of the Civil Code.