



Regulations of the Zone Educational Cluster KSSEMP S.A. in Kamienna Góra

Preamble

In order to meet the expectations and needs of entrepreneurs operating in the Kamienna Góra Special Economic Zone for Small Businesses (hereinafter referred to as KSSEMP), a Zone Education Cluster has been established.

The KSSEMP educational cluster will carry out tasks aimed at developing the vocational education system in Poland. It will constantly develop and improve, responding to changes taking place in the world, in Poland, and in the region, in particular on the regional labor market. It will actively support multifaceted cooperation between vocational and technical schools and entrepreneurs.

The partners of the cluster are representatives of : employers, schools upper secondary and post-primary schools, universities, local government units, economic self-government institutions, institutions supporting entrepreneurship and scientific and research units, as well as business environment institutions.

The Zone Education Cluster will develop an action plan for a given calendar year, which will specify the performance indicators contained in the objectives and tasks to be implemented.

§ 1

1. The objective of the Zone Education Cluster is to:
 - 1.1. initiating cooperation between schools and employers, creating a network of partners operating in the field of education;
 - 1.2. combining economic, educational, and scientific potential for vocational training to meet the needs of the economy and local labor markets;
 - 1.3. increasing students' access to dual education, apprenticeships, and internships carried out in real working conditions at companies;
 - 1.4. forecasting demand for qualifications vocational skills, and competences;



- 1.5. subsidizing fields of study in accordance with the needs of employers;
- 1.6. increasing the competitiveness of vocational school graduates on the labor market;
- 1.7. disseminating and promoting vocational education;
- 1.8. supporting and promoting innovative educational projects;
- 1.9. participating in the development of education development strategies in the region;
- 1.10. providing entrepreneurs with qualified and specialized staff.

§ 2

1. The name of the cluster is: Zone Education Cluster.
2. The cluster may also use a word and graphic symbol for identification purposes.

§ 3

1. The organizers and founders of the Cluster are the signatories of the Letter of Intent on the establishment of the "Zone Education Cluster."
2. The leader of the of the Cluster is Kamienna Góra
Special Economic Economic Small Business S.A. with its
registered office in Kamienna Góra.

§ 4

Legal form

The "Zone Educational Cluster" does not have legal personality and operates in the form of a Consortium of the Leader and Partners.

§ 5

Area of operation

The cluster may conduct its activities within the territory of the Republic of Poland and beyond its borders.

§ 6

Headquarters

1. The Cluster's office is run by the Leader.
2. The address for service of the Cluster is the Leader's registered office.
3. Announcements related to the Cluster's activities are published at the Leader's office, on the website www.ssemp.pl, and on the "Strefowy Klaster Edukacyjny" fan page on [facebook.com](https://www.facebook.com).

§ 7

Partners

1. The following may participate in the Cluster:
 - 1.1. entrepreneurs operating in the KSSEMP area and in the Lower Silesia Region.



- 1.2. schools, universities,
- 1.3. other entities responsible for education or related to education.
2. All entities other than the Leader participating in the Cluster have the status of Partner.
3. An entity obtains Partner status after submitting a Partnership Declaration, including accepting the Agreement and the Cluster Regulations, and the Leader accepting the Partnership Declaration.
4. Partner status is granted for an indefinite period, subject to paragraph 5.
5. Partner status expires upon the occurrence of one of the following circumstances:
 - 5.1. as a result of the Partner's written statement of resignation from participation in the Cluster submitted to the Leader,
 - 5.2. as a result of the Partner's failure to accept amendments to the Regulations,
 - 5.3. due to the liquidation of the Partner,
 - 5.4. due to the Partner's violation of the Rules.
 - 5.5. The expiry of Partner status as a result of the events specified in section 5(a), (b) and (d) shall take place on the last day of the calendar month following the month in which the event occurred. The Leader shall confirm the expiry or loss of Partner status in writing. The Leader shall confirm the expiry or loss of Partner status in writing. Rights and obligations of the Partner and the Code of Good Practice.

§8

1. The Partner has the right to:
 - 1.1. participate in all activities of the Cluster,
 - 1.2. submitting proposals for activities to the Leader,
 - 1.3. use the Cluster's word and graphic signs in its activities, intended for the identification of Partners, and use the term: Partner "Zone Educational Cluster."
2. The Partner is obliged to:
 - 2.1. comply with the rules of the Regulations,
 - 2.2. promote participation in the Cluster in its activities,
 - 2.3. inform the Leader of any change of name or company name, change of registered office address, change of address for service, change of legal form, merger or takeover by another entity, change of contact person or contact details.



3. Partners undertake to to comply with Code of
practice, in accordance with the principles of

- 3.1. Equality – all Partners operating in the Cluster are equal,
- 3.2. Honesty – Partners act honestly and prudently, respecting the legitimate interests of other Partners,
- 3.3. Diligence – Partners act reliably and with due diligence within the Cluster,
- 3.4. Dignity and trust – The Partner shall act in a manner that inspires trust and ensures respect for the dignity of other Partners, ensuring transparency in its activities,
- 3.5. Prevention of conflicts of interest – the Partner shall strive to avoid conflicts of interest that could cause a violation of the legitimate interests of other Partners, and if, despite exercising due diligence, such a conflict arises, the Partner shall strive to resolve it amicably and in a manner that ensures fair and honest treatment of the Partners.
- 3.6. Rule of law – The Partner shall act in accordance with the law and the principles of fair competition.
- 3.7. Cooperation – The Partner undertakes to cooperate with the Leader and other Partners in order to implement joint projects.

§9

Scope of activity

- 1. The Cluster will achieve its objectives by:
 - 1.1. organizing school workshops, study trips, vocational training, internships, etc.,
 - 1.2. providing information on social, economic, and technological trends and adapting vocational education offerings to the needs of the constantly changing labor market,
 - 1.3. initiating, creating, and implementing joint educational projects,
 - 1.4. supporting the transfer of knowledge and experience between Partners,
 - 1.5. facilitating formal and informal contacts within the Cluster, acquiring new partners,
 - 1.6. promoting good practices,
 - 1.7. promoting professions that are essential for the local labor market (e.g., as part of



company open days, organizing career exploration trips, internships, and apprenticeships for students and teachers,

- 1.8. co-organizing conferences on vocational education,
- 1.9. supporting the transfer of knowledge and experience between Partners,
- 1.10. topics arising from the current needs of Cluster participants not covered above.

2. The activities described in paragraph 1 are examples and do not constitute an exhaustive list. Partners are entitled to submit proposals for activities at any time.
3. The detailed scope and nature of activities shall be determined by the Leader, taking into account the results of periodic surveys of the needs and expectations of Partners, as well as the current state of knowledge, including events and trends.

§ 10

Working groups

1. Cluster partners may form working groups dealing with specific topics, including: developing cooperation rules, creating patronage classes, reviewing curricula, developing pedagogical innovations, implementing joint educational projects, and others.
2. The work of the working groups is managed by coordinators appointed by the partners of the working groups or the leader.
3. The coordinators of the working groups convene team meetings, organize the work of the teams, and ensure communication between the teams, the Leader, and the Cluster Partners.

§ 11

Rules of Operation of the Cluster

1. Representatives selected by the Partners participate in the work of the Cluster.
2. Cluster decisions are made by a simple majority of votes.
3. The Leader manages the work of the Cluster.
4. The powers of the Cluster Leader include:
 - 4.1. setting the dates and venues for Cluster meetings;
 - 4.2. setting the agenda for Cluster meetings;
 - 4.3. chairing Cluster meetings;
5. Invited guests, including in particular experts from various fields, may participate in Cluster meetings.



6. Meetings within the Leader and Partners Cluster are held as needed, at least once a year, convened on the initiative of the Leader or at the request of a Partner, and may take place regardless of the number of Partners represented, provided that they are properly notified of the meeting.

§12

Confidentiality

1. Without prejudice to the provisions of paragraph 2, the participation of Partners in the Cluster is public.
2. The Cluster ensures the protection of information concerning Partners and their activities, in particular their trade secrets, including commercial secrets, to the extent that disclosure of such information could harm their interests or where the obligation of confidentiality arises from applicable regulations.
3. The Cluster ensures the protection of information provided by Partners, designated in writing as confidential, against disclosure to unauthorized persons.
4. Partners are obliged not to take any action that could violate the provisions of paragraphs 2 and 3.
5. Partners shall be individually liable for any breach of confidentiality within the limits of applicable regulations.

§13

Sharing information about Partners

1. In order to facilitate cooperation within the Cluster, the Leader shall create an electronic database (hereinafter: database) containing publicly available information about Partners, in particular: name or company name, organizational form, scope of activity, contact details.
2. Submission of the Partnership Declaration is tantamount to consenting to the publication of the information referred to in paragraph 1 in the database.

§14

Dispute resolution

1. In the event of disputes arising in connection with the activities of the Cluster, the Partners undertake to resolve them in good faith through amicable means.
2. Amicable dispute resolution may be conducted through negotiation or



mediation with the participation of an impartial mediator accepted by the parties to the dispute.

3. In the event of failure to reach an agreement, disputes shall be settled by the common court having jurisdiction over the Leader's registered office, unless otherwise provided by mandatory provisions of law.
4. The law applicable to the resolution of disputes is Polish law.

§15

Procedure for amending the Regulations

1. Changes to the Regulations on behalf of the Cluster shall be made by the Leader. Proposals for changes to the Regulations may be submitted at any time by any of the Partners in writing.
2. The consolidated text of the Rules and Regulations in force after the amendments shall be sent immediately to the Partners by electronic means.
3. A Partner has the right to submit a written statement of non-acceptance of the amendments to the Regulations within 14 (fourteen) days of receiving the Regulations.
4. Submission of the statement referred to in paragraph 3 shall result in the expiry of the participation of the Partner who submitted it in the Cluster.

§16

Form of making the Regulations available

The current consolidated text of the Regulations is available on the website www.ssemp.pl and is available for inspection at the Leader's headquarters.

§17

Applicable provisions

In matters not covered by the Regulations, the provisions of generally applicable law shall apply.