



Agency for Cultural Diplomacy

**ACD-Agency for Cultural Diplomacy association**

Reg.Nr. 680217381

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1030 Vienna, Austria/EU

Legal representative: Tatjana Christelbauer MA



**Terms & Conditions for participation in events organized, facilitated and/or led by  
ACD-Agency for Cultural Diplomacy team**

**General**

ACD-Agency for Cultural Diplomacy is a non-profit Association registered according to the Austrian Association Act with the Federal Police Directorate Vienna.

The websites of the ACD Agency for Cultural Diplomacy -in Abbreviations - ACD - are intended to ensure the international public's access to information concerning the activities of the ACD association, its partners, ambassadors, and members.

Data protection practices are in line with the European General Data Protection Regulation Union (GDPR) in conjunction with the Austrian Data Protection Adaptation Act 2018 (DS\_AG), the Telecommunications Act (TKG) and other relevant Legal provisions.

The person responsible within the meaning of the General Data Protection Regulation (GDPR) is the ACD-Agency for Cultural Diplomacy founder and association president  
Tatjana Christelbauer  
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Dear participant, contributor, guest,  
with Your registration for the virtual and on-site events organized, facilitated, and led by ACD-Agency for Cultural Diplomacy association, participants and presenters acknowledge our terms and conditions.

ACD events are free of charge in the case of subsidies from government contributions, donations, or other support through partnerships. In the case of webinars, workshops and / or conference that also includes participation fees, we request transparent (by indicating attendance) and timely booking.

**Data protection**

For internal processing, your data (name, address, e-mail address, profession) will be stored electronically. By registering, the participants express their explicit consent to the automation-supported processing of your data. Furthermore, the participants agree that their name and address details will be provided to event speakers for the internal communication due to organization and preparation of the event. Entrusted persons (ACD team, venues, ACD partners-speakers) undertakes to handle the data with the utmost care.

**Video recordings / photography of the event**

The recordings are limited by the organizer (ACD-Agency for Cultural Diplomacy). Event speakers & participants are allowed to take pictures during the event, but by dissemination and further use of the content photographed by ACD-events it is required to announce the source and act in accordance with CC license.<sup>1</sup> The final photo documentation – if composed by ACD team will be shared among speakers with the ACD-Agency for Cultural Diplomacy and will be also provided to participants for their documentation.

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<sup>1</sup> CC licenses weblink, info: <https://creativecommons.org/licenses/by-nc-sa/4.0/legalcode.en>

## **Disclaimer**

ACD-Agency for Cultural Diplomacy assumes no liability for personal belongings of the participants during the ACD-events.

ACD-Agency for Cultural Diplomacy makes no warranty for printing or writing errors in its publications and websites. Claims against ACD-Agency for Cultural Diplomacy, regardless of the legal basis, are excluded. The exclusion of liability does not apply in cases of gross negligence or intent on the part of ACD-Agency for Cultural Diplomacy. It also does not apply in the case of slightly negligent breach of essential contractual obligations. In this case, liability is limited to the replacement of the foreseeable, typical damage at the time of the contract. ACD-Agency for Cultural Diplomacy assumes no responsibility or liability for any damage caused by the project participants and event participants during public presentations.

## **Disclosure according to §25 Media Law**

By participating in events organized or co-designed by ACD-Agency for Cultural Diplomacy, participants automatically agree to be depicted for documentation purposes on ACD media pages and written documents within the framework of the event. The use of photo and video documentation, written papers are provided exclusively for the project participants.

Participants, presenters & or guest attendees in ACD-virtual & on-site events agree to provide their short biographies and photographs concerning usage rights within the framework of event/project planning, implementation, and documentation.

Special ACD-Media agreement will be signed by need for a specific project with photographers, contributors, and attendees.

The ACD Media agreement is a document created by the ACD association for the purpose of agreement and is transmitted by email before the publication of personal data, photos, videos, and other forms of public representation on ACD websites and written documents, in case of necessity by projects and events by which such agreement is required.

The ACD-Agency for Cultural Diplomacy (Cultural Diplomacy Agency) assumes no liability for the offered content. Despite our efforts, no guarantee can be given for the accuracy, completeness, and timeliness of the information, as well as the availability or operation of ACD websites. The content of these websites is not legally binding. ACD-Agency for Cultural Diplomacy assumes no responsibility for the content of other websites linked to by ACD-Agency for Cultural Diplomacy. If personal designations on the ACD website are only mentioned in a gender-specific manner, they refer, as far as continually appropriate, to women and men alike.

## **Copyright ©**

Copyright and all other rights to the website of the ACD-Agency for Cultural Diplomacy as well as all written project documents belong to Tatjana Christelbauer. The use of the information and materials contained on the website, including excerpts, is permitted for educational, scientific, or private purposes. Citation with attribution is required. Commercial use is not permitted unless expressly authorized by the president of the ACD-Agency for Cultural Diplomacy, Ms. Tatjana Christelbauer.

## **ACD- Agency for Cultural Diplomacy Codes of Conduct**

### **Commitment and trust: document for all partners, members, ACD-Ambassadors, and all participants in the ACD-led, organized and/or facilitated on-site & virtual events**

In being admitted to Membership, Partnership or Fellowship of the ACD-Agency for Cultural Diplomacy ACD- ambassadors, members, partners, individuals, interns, and organizations are required:

- to uphold, by their conduct and competence, the honor, dignity, and reputation of the ACD.
- to safeguard, as far as it is in their power to do so, the public interest in professional, social, environmental, cultural and safety matters.

- to commit themselves to their own continuing professional development in practice and theory of cultural diplomacy, which promotes values as defined in the UN Universal Human Rights Declaration and create activities which will contribute to improvement of the UN Sustainable Development Goals, SDG's 2030, so as where appropriate, encourage others by their capacities.
- to respect the confidentiality, dignity and integrity of their associates and partners.
- to maintain the highest ethical standards in all their professional activities.

The ACD-Agency for Cultural Diplomacy embodies a unique culture of learning, networking, and collegiality. This culture is developed through mutual respect and the collective desire to initiate and to support regional and international activities, which will directly contribute to peace and safety through the practice of attentive relations within social and natural environment, to build networks among distinguished professionals, students, and other interested who are effective agents of change in the global community.

The **culture of the ACD-internal and external communication** is based on **friendly and kind, meaningful but simple and clear** messages, **respectful conversation, dialog, debate** and **efficient use of time** and all other resources. ACD-Team sets on **fairness** and **equal opportunities** for interested to contribute to the ACD- activities or to initiate ACD- related projects, to attend ACD- events, to become members, partners, supporters, and friends.

By signing of the **ACD-code of conduct**, all ACD partners, members, supporters, fellows, and friends will confirm their agreement to **avoid any kind of racism, hate speech, discrimination, violence** and all other actions which are not in accordance with the ACD values, as defined in our statutes.

Within all fields of action, ACD- Team and its ambassadors, members and fellows will **practice and promote respect for social and natural environment, appreciate all humankind in their dignity, show respect for all confessions, traditions, cultures, and lifestyles** which are **not directed against other people, their culture, values, traditions, and beliefs, against nature and the Universal Human Rights.**

*Vienna, 12th Mai 2016*  
*Tatjana Christelbauer*

**ACD-Agency for Cultural Diplomacy President**  
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W: <https://www.acdvienna.org/registration-events-invitations/>

