

**STANDARDS FOR THE PROTECTION OF MINORS  
AT THE BRYZA RESORT IN DŹWIRZYNO**

**I. PRELIMINARY PROVISIONS**

1. Based on Article. 22c section 3 of the Act of 13 May 2016. on counteracting threats of sexual crime and protection of minors, hereinafter referred to as the '**Counteracting Act**', CD Spółka Akcyjna with its registered office in Warsaw, ul. Krucza 16/22, 00-526, listed in the register of entrepreneurs kept by the District Court for the Capital City of Warsaw, Warsaw, 12th Commercial Division of the National Court Register, under KRS number 0000052129, NIP 547-10-11-402, REGON 070476366, share capital: PLN 2,317,000, paid-up capital: PLN 2,317,000 ('**Organizer**') hereby introduces the Protection Standards Minors ('**Standards**') at the Bryza Resort in Dźwirzyno ('**Facility**').
2. These Standards include the following chapters:
  - rules ensuring safe relations between the Facility staff and minors, in particular prohibited behavior towards minors;
  - rules and procedures for identifying a minor staying at the Facility and his relationship with the adult with whom he is staying at the Facility;
  - rules and procedures for responding in the event of a justified suspicion that the well-being of a minor staying on the premises of the Facility or using tourist services is at risk;
  - procedures and persons responsible for submitting reports on suspicion of committing a crime to the detriment of a minor and notifying the guardianship court;
  - the scope of competences of the person responsible for preparing the entity's staff to apply the standards, the principles of preparing this staff to apply them and the method of documenting this activity.

**II. RULES ENSURING SAFE RELATIONS BETWEEN THE FACILITY'S STAFF AND MINORS, IN PARTICULAR PROHIBITED BEHAVIOR TOWARDS MINORS.**

1. Employees and other members of the Facility's staff ('**Employees**') who have direct contact with minors are obliged to perform their duties in a way that ensures respect for the rights of minors and to treat them in a polite manner.
2. Facility employees are obliged to refrain from any behavior that could violate the minor's personal space or cause him or her to feel threatened, uncomfortable or afraid.
3. It is unacceptable to use any forms of violence against minors, including physical and verbal one.
4. Employees treat every minor with respect, especially in the event of a disability or other special needs.
5. Employees treat every minor equally regardless of circumstances such as gender, sexual orientation, worldview, possible disability, social, ethnic, cultural or religious status.

**III. RULES AND PROCEDURES FOR IDENTIFYING A MINOR STAYING AT THE FACILITY AND HIS RELATIONSHIP WITH THE ADULT WITH WHOM HE IS STAYING AT THE FACILITY.**

1. The receptionist should exercise due diligence to identify the minor and his or her relationship with the adult with whom he or she is staying at the Facility.
2. For the above purpose, the receptionist should ask for appropriate documents of the minor and the person with whom he or she is staying at the Facility, in particular an identity document.
3. If a minor is staying at the Facility with a person who is not his or her parent, one should ask for additional documents, such as in particular the parent's consent for the person to travel with the minor, a court decision, etc.
4. In the absence of documents or if the consent of the minor's parent has not been signed in a notarial form, additional verification mechanisms should be used, such as in particular an interview with the adult and the minor. During the above-mentioned conversation with a minor, the Employee should ensure that the minor has the opportunity to speak freely, in particular that answers to questions are provided directly by the minor and not by the adult with whom the minor is staying at the Facility.
5. Additionally, in the case referred to in section 4 above, the Employee may ask for the telephone number of the minor's parents and call them to confirm that the minor is staying at the Facility with a foreign adult, with the knowledge and consent of the parents or legal guardians.

6. If, while carrying out the activities referred to above, the Facility Employee has any doubts regarding the relationship between the minor and the adult with whom he or she is staying at the Facility, the Employee should notify the Facility Manager who, if appropriate, decides on the further course of action, in particular, notifications to the Police.
7. Until the situation is clarified, the minor and the adult should remain under observation of the Facility Employees.
8. In the event of objections from adults regarding the application of the Standards, including presenting a minor's document or indicating the relationship between an adult and a minor, it should be explained that the Standards are intended to ensure the safety of minors and constitute the fulfillment of a statutory obligation incumbent on the Organizer.

**IV. RULES AND PROCEDURES FOR RESPONDING IN THE EVENT OF A JUSTIFIED SUSPICION THAT THE WELL-BEING OF A MINOR STAYING ON THE PREMISES OF THE FACILITY OR USING TOURIST SERVICES IS AT RISK.**

1. Facility Employees are obliged to take appropriate actions in the event of suspicion of harm to a minor.
2. If the Employee notices any disturbing behavior of a minor that may indicate harm to the minor, he or she should attempt to contact the minor, including listening to him or her and, if possible and depending on the situation, obtaining information about the minor's situation.
3. There is a reasonable suspicion that a minor has been harmed, in particular when the minor has marks on his or her body that may indicate that he or she has been harmed, if he or she behaves in a way that differs from the typical behavior of minors, or if the minor himself reported the harm.
4. If the conversation confirms the suspicion of committing a crime to the detriment of a minor or an attempted crime, the Employee should notify the Facility Manager, who notifies the Police about the above suspicion.
5. Paragraph 4 above also applies if, for any reason, no conversation with the minor took place, but the circumstances referred to in section 2 and 3 above may indicate a risk of harm to a minor.

**V. PROCEDURES AND PERSONS RESPONSIBLE FOR SUBMITTING REPORTS ON SUSPICION OF COMMITTING A CRIME TO THE DETRIMENT OF A MINOR AND NOTIFYING THE GUARDIANSHIP COURT.**

1. As a rule, Employees provide all information and suspicions regarding the risk of harm to a minor to the Facility Manager, who notifies the Police, including, if necessary, a report on the suspicion of committing a crime to the detriment of a minor.
2. However, in urgent situations, each Facility Employee is entitled and obliged to notify the Police.
3. In justified cases, the Facility Manager may also consider notifying the guardianship court in order to possibly initiate proceedings provided for in applicable law.
4. In case of any doubts, the Facility Manager contacts the Organizer's Management Board or the legal department for appropriate consultation regarding the correct course of action in the case.

**VI. THE SCOPE OF COMPETENCES OF THE PERSON RESPONSIBLE FOR PREPARING THE ENTITY'S STAFF TO APPLY THE STANDARDS, THE PRINCIPLES OF PREPARING THIS STAFF TO APPLY THEM AND THE METHOD OF DOCUMENTING THIS ACTIVITY.**

1. The person responsible for preparing Facility Employees to apply the Standards is the Facility Manager.
2. Preparation of Facility Employees to apply the Standards may take place, in particular, as part of appropriate training.
3. The Facility Manager is also responsible for ongoing monitoring of compliance with the procedures arising from these Standards and applicable law.

**VII. FINAL PROVISIONS**

1. The Organizer, at least once every two years, evaluates the Standards to ensure their adaptation to current needs and compliance with applicable legal regulations, appropriately documenting the conclusions of the assessment.
2. The complete version of the Standards is available on the Facility's website and posted in a visible place in the Facility. The Organizer also provides a shortened version of the Standards at the Facility, intended for minors, containing information important for minors.