

Recommend Program

Regulations

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The regulations of the program:

"Referral Program"

§ 1. Definitions

The terms used in these regulations (hereinafter: Regulations) mean:

1. Program – a program organized by the Company under the name "Referral Program";
2. Company - B2B.net S.A. with headquarters in Wielki Łęck 81A, 13-230 Lidzbark, entered into the Register Entrepreneurs kept by the District Court in Olsztyn, VIII Economic Department KRS, under number 0000387063, REGON: 280613330, NIP: 5711707392.
3. Recommending person - any natural person who is at least 18 years old, except for persons being part of the HR department of the Company and persons making the final decision on employing the Candidate who will forward the Candidate's Recommendations to the Company.
4. Candidate – a natural person who meets the requirements has been notified to the Company by the Recommender placed by the Company for the position for which recruitment is being carried out, for a candidate shall not be considered a person belonging to at least one of the following categories:
 - a) current employees or associates of the Company,
 - b) former employees or associates of the company who rendered services to the Company in

in the last 12 months,

c) persons participating in trainings conducted by the Company,

d) persons acquired independently by the Company, which the Company already has in its database data that has been presented to the Company as potential employees or

colleagues earlier than the Recommender did (e.g. they volunteered themselves, have been reported by a recruitment agency), unless the Company has not made contact with these

no contact persons for at least eighteen months,

e) persons who have not consented to the processing of their personal data for the purposes

recruitment,

f) The candidate did not confirm during the interview with the Company's employee that he knew about his recommendation for a position in the Company,

g) The Recommender and the Candidate are the same person.

5. Recommendation - transfer of contact to the Candidate directed by the Recommender to

Companies through the communication channel specified in these Regulations, which

the content and form are determined by further provisions of the Regulations;

6. Form - the form provided by the Company at <https://aplikuj.hrlink.pl/aplikacje2598-25-202-rfx.html> used to provide the Company with Recommendations.

§ 2. Purpose

1. The Regulations specify the principles on which the Recommender may participate in the Program and the conditions of remuneration of Recommenders whose Recommendations led to employment by a company of candidates nominated by them.

2. Pursuant to these Regulations, the Recommenders may send Recommendations to the Company.
3. The company verifies the received recommendations. Rejects recommendations in which individuals recommended persons do not qualify as candidates within the meaning of § 1 point 4 of the Regulations.
4. In case of employing the Candidate by the Company, the Recommender shall be entitled in this respect to the financial benefit, provided that the requirements set out in the Regulations and on principles set out in the Regulations.

§ 3. The recommendation of the Candidate

1. Joining the Program is done by sending a recommendation to the Company via

Form or sending an email to: hr@b2bnetwork.pl. The recommendation must contain the following data:

- name, surname and telephone number of the Recommender;
- the CV of the Candidate containing contact details OR Candidate's name and surname together with contact number;
- the position for which the Candidate is recommended.

2. By sending the Recommendation, the Recommending Party declares that he has obtained the consent of the Candidate for processing of his personal data provided in the Form/Mail and documents attached to it by the Company, in order to manage and administer future processes recruitment with the participation of the Candidate. In addition, the Recommender declares that the Candidate has expressed this consent voluntarily. The recommender bears full responsibility for providing the data personal candidate and declares that he is aware of the consequences of unauthorized forward this data.

3. By sending the Recommendation, the Recommender declares that he consents to the processing his personal data, i.e. name, surname and telephone number, by the Company for the purposes of necessary to participate in the Program.

4. The recommender acknowledges and declares that he has understood that his administrator personal data collected on the basis of this consent is B2B.net S.A. with headquarters in Wielki Łęck 81a, 13-230 Lidzbark, office in Warsaw: Al. Jerozolimskie 172, 02-486 Warsaw.

5. The basis for the processing of the recommender's data is Art.6 para. 1 point a GDPR - consent to data processing.

6. The data was provided voluntarily and you have the right to withdraw your consent on data processing (without affecting the lawfulness of the processing that was carried out before its withdrawal) at any time by sending information to: IOD@b2bnetwork.pl. Providing data is necessary to implement the abovementioned purpose, so requesting their removal means giving up the further one participation in the Program. The recommender also has the right to access at any time content of your data and correcting it.

7. The recommender is aware that the recipients of his personal data may be entities dealing with IT services for the Company, accounting, and operation of the Company's recruitment systems or entities authorized under the law.

8. The recommender has the right to lodge a complaint with the supervisory body - the President of the Office Protection of Personal Data if he considers that his personal data is being processed inadequate way.

9. Personal data will not be subject to automated decision making or profiling.

10. Personal data will be stored for the duration of the Recommender's participation in the Program and after it completed within the time limit resulting from tax regulations and enabling investigation possible claims.

11. Sending a Recommendation means submitting a statement that the Recommender has read the content of these regulations and accepts it in full.

12. Complete list of positions for which recruitment is currently carried out by the Company is available on the Company's website www.b2bnetwork.pl. Positions that are not applicable to the Program will be marked in the announcement with the phrase "Recruitment excluded from the Recommend Program."

13. Within 5 business days after receiving the Recommendation under the Program, an employee of the Company he will contact the Recommender to inform if his Recommendation has been qualified for the Program. At the same time, an employee of the Company will contact with a candidate to confirm the Recommendation. In a situation where the Candidate will not know about sending his candidacy by the Recommender, his application does not participate in the Program.

§ 4. Financial benefits

1. The recommender will be entitled to receive a financial benefit due to participation in

the program, if all the following conditions are met:

- a) sends a Recommendation that meets the requirements specified in § 3 para. 1;
- b) The recommendation will apply to a person who meets the requirements of being considered a candidate in accordance with § 1 point 4 on the date of sending the Recommendation;
- c) The Company will employ a Candidate covered by the Recommendation, which should be understood as conclusion with him employment contracts as well as starting cooperation based on a business contract (B2B) or other civil law contract and the period will not run when the benefit is paid out termination of the contract concluded with the Candidate.

2. I consider the employment of the Candidate following the Recommendation concerning him, when The Company will conclude a relevant agreement with it within 6 (six) months from the date of sending the Recommendation. In the case of employing the Candidate after the period of 6 (six) months, about referred to in the previous sentence, the Recommender is not entitled to any financial benefit for based on these Regulations.

3. In the event that a person has been proposed as a candidate by two or more Recommenders, only the recommender is entitled to the financial benefit, who made the recommendation first.

4. The amount of benefit due to the Recommender is paid in two tranches dependent on the period of cooperation between the Candidate and the Company, in accordance with the table below:

THE PROFILE OF A SOUGHT-AFTER PERSON	Minimal experience in years	Height of Award*	I TRANCHE	II TRANCHE
Senior Programmer	5+			PLN 4,500

		PLN 9,000	PLN 4,500	
Designer-Programmer	5+			
Senior Designer-Programmer	6+			
Senior Architect	6+			
System Architect	5+			
Senior System Architect	6+			
Programmer	2+	PLN 7,000	PLN 3,500	PLN 3,500
DevOps engineer	5+	PLN 7,000	PLN 3,500	PLN 3,500
Software Tester	2+	PLN 2,000	PLN 1,000	PLN 1,000
Senior Software Tester	5+	PLN 4,000	PLN 2,000	PLN 2,000
Specialist for the automation of tests	4+	PLN 4,000	PLN 2,000	PLN 2,000
Specialist for capacity tests	4+	PLN 5,000	PLN 2,500	PLN 2,500

IT Security Architect	5+	PLN 5,000	PLN 2,500	PLN 2,500
IT Security Operator	5+			
IT Security Specialist	3+			
Head of the IT Team	5+	PLN 8,000	PLN 4,000	PLN 4,000
IT Manager	6+			
Other profiles/roles	2+	3000 PLN	1500 PLN	1500 PLN

* gross rates in the case of signing a contract with a recommending work or net in B2B contract case.

The I (first) TRANCHE is paid out 30 days after the cooperation of the Candidate's with the Company has been established.

The II (second) TRANCHE is paid out after the 6-month period of cooperation between the Candidate and the Company.

5. The amount of the benefit depends on the position for which the given Candidate has been qualified after the recruitment process carried out by the Company. Any change of position in the time of the cooperation doesn't affect the amount of entitlement.

6. In order to enable the payment of benefits, the Recommender is obliged to complete them necessary formalities and making declarations necessary for lawful delivery cash benefit.

7. The benefit will be paid to the recommending person entitled to receive it on time 14 days from the date of meeting the conditions set out in these Regulations.

§ 5. Final regulations

1. In matters not covered by these Regulations or disputes, the right to decide and the Company has to decide as the organizer of the Command Program.
2. Any questions regarding the Referral Program may be directed to: hr@b2bnetwork.pl.
3. The Regulations enter into force on May 23, 2019. and will be published on the site www.b2bnetwork.pl.
4. Any changes to these Regulations will be published at www.b2bnetwork.pl and enter into force on the date specified in the Regulations, not earlier than after publication.
5. The Company may terminate the Program at any time. Information on its completion will be published at www.b2bnetwork.pl.
6. Recommendations sent to the Company before the date of changing the Regulations or before its completion the validity of the Program is subject to recognition under the existing conditions.