



Terms and Conditions OWee 2022

Article 1 : Definitions

1.1

In these Terms and Conditions, the following definitions apply:

- A. **OWee:** the introduction week to be organized by TU Delft in any year. For the 2022 edition of the OWee, this concerns the trajectory, the digital and the physical days.
- B. **OWee Board:** the group of people who organize the OWee in the year in question.
- C. **Meeting:** the physical days to be organized by TU Delft in 2022. This is separate from the digital days.
- D. **Participant:** the person who has registered for participation in the OWee in a manner permitted by the Organizer.
- E. **Agreement:** the agreement for the participation of the Participant in the OWee.
- F. **Organiser:** the OWee Board, part of the legal entity (TU Delft) with which the Participant has entered into an Agreement.
- G. **Mentor:** the natural person who has registered in a manner permitted by the Organizer for supervision of participants in the OWee.
- H. **OWee group:** All Participants are part of an OWee group. There is a maximum of 10 Participants and 1 or 2 Mentors in an OWee group.

1.2

These terms and conditions apply to every Agreement.

Article 2: Participation

2.1

De Deelnemer mag aan het Evenement slechts deelnemen, indien hij/zij het daartoe strekkende inschrijfformulier (digitale aanmelding) volledig en naar waarheid heeft ingevuld, indien het inschrijfgeld voor het Evenement volledig is voldaan en indien de Deelnemer akkoord is gegaan met de Algemene Voorwaarden.

2.2

De deelname aan het Evenement geschiedt door de Deelnemer persoonlijk.

2.3

De Deelnemer moet te alle tijden instructies van het personeel of vrijwilligers van het Evenement opvolgen. Bij herhaaldelijk, of ernstige, misdragingen houdt de Organisator zich het recht voor de deelname aan het Evenement te alle tijden stop te zetten zonder daarbij aanspraak te maken op gemaakte kosten of inschrijfgeld.

2.4

De Deelnemer verklaart geen commerciële activiteiten te ondernemen uit naam van de Organisator zonder uitdrukkelijke toestemming van de Organisator.

2.5

De Deelnemer dient zich tijdig af te melden voor het Evenement. Bij afmelding wordt het inschrijfgeld teruggestort minus de administratiekosten. Afmelden kan tot en met zondag 7 augustus. Hierna is het niet meer mogelijk om het inschrijfgeld minus administratiekosten terug te storten.

2.6

Tijdens de OWee zal gebruik worden gemaakt van munten als betaalmiddel. Munten aan het eind van het OWee-programma niet inwisselbaar zijn voor geld.

2.7

Indien OWee 2022 door overmacht situaties (natuurrampen, epidemieën, overlijden binnen Koninklijk Huis, e.d.) niet, of in een andere vorm plaatsvindt, vervalt voor de Deelnemer het recht op elke vorm van schadevergoeding. Desalniettemin zal het OWee Bestuur 2022 zich inspannen om, voor zover redelijkerwijs verwacht kan worden, te voorzien in de afspraken zoals beschreven in dit document.

2.8

De Organisatie behoudt zich het recht voor om de Algemene Voorwaarden aan te passen in het geval dit nodig is wegens veranderde maatregelen vanuit de overheid of het RIVM.

2.1

The participant may only take part in the OWee when they have filled in the registration form (digital enrollment) completely and truthfully, when the registration fee is fully paid and the participant has taken note of and agreed to the terms and conditions and privacy statement (which they have done automatically once they have filled in and submitted the registration form).

2.2

Only the registered Participant may take part in the OWee.

2.3

The Participant must follow instructions from the Event staff or volunteers at all times. In the case of recurring or serious misbehavior by the Participant, the OWee Board reserves the right to exclude the Participant from further participation in the OWee at any time, without the Participant having any claims regarding incurred costs or registration fees.

2.4

The Participant declares not to undertake any commercial activities in the name of the organization of the OWee without the consent of the OWee organization.

2.5

If the Participant wishes to cancel their participation in the OWee, they are required to do so in time. Upon cancellation the registration fee will be refunded, minus the incurred administrative costs and refund costs. Participants can cancel up to Tuesday the 7th of August. After this date it is no longer possible for the Participant to claim the refund of the registration fee.

2.6

During the OWee the Participant may use purchasable tokens as a form of payment. If they do so, they cannot exchange these tokens back for money at the end of the OWee.

2.7

In case the OWee 2022 takes place in a different format or is cancelled altogether due to unforeseen circumstances (natural disasters, epidemics, death of a member of the Dutch Royal Family), the Participant's right of receiving any form of compensation is nullified. Nevertheless, the OWee 2022 will ensure to the best of their abilities that the agreements described in this document are upheld.

2.8

The Organizer preserves the right to adjust the Terms and Conditions in case this is necessary due to new or changed precautions and rules given by the Government or the RIVM.

Article 3: Liability

3.1

Participation in the OWee is at one's own risk. The OWee Board is not liable for any damage a Participant suffers, in whatever form, during, after or because of the OWee. Furthermore, the OWee

Board is not liable for any loss, theft or damage to any personal belongings, unless this damage is a direct consequence of intent or gross negligence that can be attributed to the Organizer.

3.2

When, despite term 3.1, the OWee organization is held liable for damage, the obliged compensation of the OWee organization will at the most be the amount the insurance of the OWee organization pays.

3.3

The Participant indemnifies the OWee organization against liability for any damage a third party might suffer caused by the Participant during the participation in the OWee. The Participant is required to be insured for the risk of liability to third parties.

3.4

The Participant indemnifies the Organizer against liability for damage that a third party might suffer as a result of the Participant, during his participation in the OWee, unless this damage is the direct result of intent or gross negligence that can be attributed to the Organizer.

3.5

The Organizer is not liable for situations taking place during the Freshman Weekend (EJW) of study associations, which take place between the Digital and Physical days of the OWee.

Article 4: Media

4.1

During the OWee, photos and film recordings will be made for journalistic purposes (including atmospheric shots). By participating in the OWee the Participant agrees to be filmed or photographed and that the resulting images may be published in print and digital expressions, such as the OWee website and social media platforms. If a Participant does not agree with the placement of photos that feature them in aforementioned publications, it is possible to voice objections to the OWee Board, whereafter this content will be deleted.

4.2

The OWee Board reserves the right to publish imagery, which was shot by the Participant or a bystander, in print or electronic media, without crediting the owner or source.

4.3

De beelden van de Digitale dagen mogen niet verspreid worden naar derden. Links en/of losse beelden van uitzendingen mogen niet gedeeld worden. In het geval dat dit ongevraagd gedaan wordt zal de Organisator een melding doen bij de opleidingsdirecteur. Uitzondering op dit verbod kan worden aangevraagd bij het OWee Bestuur.

Article 5: Personal Data

5.1

If the possibility to enter personal data (e-mail address, name, address, etc.) is offered, these entries are made entirely on a voluntary basis. The personal data provided will only be used for the purpose for which the Participant has provided it: participation in the OWee. The Participant has the right to access, delete, correct or limit the processing of personal data, as well as the right to object and the right to retransferral of data. The Participant also has the right to withdraw the given consent. More information can be found in the privacy statement of the TU Delft.

5.2

The Organizer stores the Participant's personal data in accordance with the AVG (Dutch General Regulations regarding Data Protection). Data will be stored in accordance with the legal retention period, and no longer than strictly necessary for the original purposes of gathering the data.

5.3

Anyone who receives access to personal data of Participants for the purpose of the OWee must protect this data and limit its storage. The accessible data should only be used to fulfill their OWee duties.. If a data breach is detected, this must be reported immediately to the OWee Board. The privacy statement of Delft University of Technology applies where relevant.

5.4

The OWee board and its sponsors may use photos taken during the OWee for promotional purposes by publishing it themselves in any medium without mentioning the owner or source. The OWee board reserves the right to refuse participants to create their own visual records during specific instances

5.5

The personal data entered will be used to make the OWee possible. Name, telephone number and (e-mail) address are used for communication about the OWee by the OWee Board, third parties and OWee committees designated for this purpose, all of which are bound by TU Delft's duty of confidentiality. This also applies to the contact details of mentors and recruitment campaigns for the following year. A list of third parties with which the Organization collaborates can be requested in writing from the OWee Board.

5.6

Upon registration for the OWee, a Participant's name, phone number(s), (email) address and allergies will be shared with the mentor(s) of the OWee group the participant is part of. The name and allergies of a Participant are stored in an external application so the Participant can be granted access to suitable consumptions during the OWee.

5.7

Upon registration for the Freshman Weekend (EJW), the entered data of the Participant (excluding data regarding the VSSD, Swapfiets and STIP) will be accessible to the First Year committee responsible for the Participant's study's EJW for the purpose of organizing the EJW successfully.

5.8

When registering for a Sleep-Inn house, name, e-mail address and telephone number will be provided to the responsible roommate of the house. There is only one responsible roommate per Sleep-Inn house. The data will only be used for communication about the Participant's sleeping place.

5.9

Upon registration for an OWee job, the name, email address and phone number will be stored and used in an external application (www.oweeworks.tudelft.nl) for the purpose of scheduling and reimbursement. Any remaining data that was entered is used by the Organizer.

Article 6: House Rules

6.1

Participants under the age of 18 are not permitted to buy and/or consume alcohol. Participants over the age of 18 are not permitted to provide alcohol to underage Participants. Upon discovery of a

violation of this rule, the Participant's bracelet will be removed, banning them from the terrain and further participation in the OWee. Participants are required to carry a valid form of ID, which they should show at the Organizer or Security's request.

6.2

The use, carrying or selling of soft and/or hard drugs is prohibited. The OWee has a zero tolerance policy regarding drugs, as such one must act in accordance with the policies of the local prosecution. Carrying, using or selling soft and/or partydrugs (including nitrous oxide/laughing gas) is prohibited, even when it is only for personal use.

6.3

The Organizer reserves the right to deny access to the OWee terrain to Participants who are deemed to have consumed excessive amounts of Alcohol and/or are under the influence of drugs.

6.4

(Sexual) intimidation, assault, discrimination and any other forms of aggressive, unwanted behavior or misconduct will not be tolerated by the Organizer.

6.5

OWee Participants will not be of hindrance to local residents and/or entrepreneurs in their surroundings.

6.6

OWee Participants enter the OWee terrain at their own risk. The Organizer is not liable for any form of damage as a result of the Organizer, persons in service of the Organizer or third parties responsible for the event's logistics, unless the damage can be attributed to malintent or gross neglect.

6.7

Participants are not permitted to bring their own consumptions to OWee events and activities. Consumptions will be available at the OWee terrain (the TU Delft campus).

6.8

Participants are expected to dispose of waste in the intended containers. Dispose of plastic (cups) and residual waste in the locations intended for those purposes.

6.9

The materials and imagery presented during the Digital OWee are to be treated with respect. Participants are expected to behave respectfully and responsibly during livestreams and the accompanying chat rooms.

6.10

Participants may be searched for safety reasons. Participants are expected to cooperate. Carrying glass, alcohol, drugs, laughing gas, plastic bottles, cans, spray cans, highlighters, animals, professional audio and/or video equipment, fireworks, firearms and/or other hazardous or illegal items/substances is prohibited. The Organizer advises against carrying (large) bags to OWee events. In line with the general local legislation (AVG; Algemene Plaatselijke Verordening) it is prohibited to consume alcohol in public outside of restaurants, cafes, bars and other service establishments.

6.11

Instructions by the Organizer and/or security need to be followed by all Participants in the interest of safety

6.12

During the OWee events, Participants are not allowed to:

- Carry medication without a doctor's prescription;
- Bring cups or bottles outside of the terrain;
- Bring alcohol;
- Trade goods and or (re)sell stolen items;

- Commit vandalism, theft or destruction. The perpetrator will be liable for any incurred costs as a result of the resulting damage. The Organizer reserves the right to report such an incident to local authorities;
- Distribute promotional material throughout and around the OWee terrain without written permission from the OWee Board;
- Carry and/or light fireworks or other flammable items/substances;
- Smoke on campus of the TU Delft;
- To throw with hard cups during the Event.

6.13

Access to OWee events will be denied upon violation of the house rules.

6.14

Upon violation of rule 6.2 to 6.5, the Participant will be excluded from further participation in the OWee program. Depending on the severity of the situation, the incident may be reported to the program director of the Participant's study, the dean, and/or local authorities.

Article 7: Mentors

7.1

De Mentor is een ambassadeur van de TU Delft, en dient naar [de Gedragscode van de TU Delft](#) te handelen. Elk(e) Mentor(koppel) moet aanwezig zijn bij de mentoreninstructie, welke voorafgaand aan de Digitale Dag van de OWee plaatsvindt.

7.2

Richtlijnen mentoren: De richtlijnen voor EJW en/of OWee mentoren zijn ingedeeld in; - Verwachtingen - Kenmerken - Taken - Regels - Normen en waarden. Deze richtlijnen zijn toegelicht in 7.3 tot 7.7

7.3

Verwachtingen. De verwachtingen van een mentor zijn op te delen in drie categorieën: Begeleiden, Sociale Cohesie, en Voorlichten.

- A. Begeleiden. Een mentor(koppel) heeft als hoofdtaak om met een groep aankomende studenten het programma van het Eerstejaarsweekend en/of OWee te doorlopen en de mentorgroep hierin alle programmaonderdelen te laten meemaken. Het mentorkoppel is hierbij verantwoordelijk voor het goed en veilig doorlopen van het programma van de Deelnemer.
- B. Sociale Cohesie. Van een mentor(koppel) wordt verwacht dat zij veel contact zoeken met de aankomende eerstejaars uit hun groep. De mentoren spelen zeker op de eerste momenten een sleutelrol in de sociale vorming van de groep.
- C. Voorlichten. Van de mentoren wordt verwacht dat deze de aankomende studenten kunnen informeren over de studie, het studentenleven en de stad Delft. Verder wordt verwacht dat zij hierin een compleet en reëel beeld kunnen geven, zonder vertekening of eenzijdig beeld.

7.4

Kenmerken. Een EJW/OWee mentor is:

- Gemotiveerd, enthousiast en actief;
- Een ervaringsdeskundige die Delft kent;
- Een luisterend oor voor de deelnemer en iemand die open staat voor vragen;
- Betrouwbaar;
- Zorgzaam en verantwoordelijk;
- Zich bewust van de eigen voorbeeldfunctie;
- Verenigingsonafhankelijk;
- Het eerste aanspreekpunt voor de EJW en/of OWee organisatie.

7.5

Taken. Als mentor heb je onder andere de taak om:

- De wens van de deelnemer op de eerste plek te zetten. Neem ze mee naar de plekken die zij graag willen zien!
- Gedurende het hele EJW en/of OWee betrokken te blijven bij de mentorgroep;
- Zoveel mogelijk langs alle programmaonderdelen en verenigingen te gaan. Zo leren de deelnemers alles kennen! (dat kan gedurende het jaar niet meer, tenslotte);
- De sfeer in de groep goed te bewaken, groepsvorming te bevorderen en zorgen dat niemand buitengesloten wordt;
- Goed contact te onderhouden met alle leden van de mentorgroep en groepsdruk voorkomen;
- Gemaakte afspraken met de mentorgroep na te komen;
- Het goede voorbeeld te geven om rustig op straat te zijn en rekening te houden met overlast voor bewoners, vooral bij het verlaten van de verenigingen en tijdens de nachtelijke uren.

7.6

Regels. Als mentor leef je de regel na dat:

- Je weet wat je moet doen in het geval van een crisissituatie en hierbij veiligheid te bieden. Bij een calamiteit/crisis weet je dat je altijd meteen het EJW/OWee bestuur moet inlichten of de deelnemers op de hoogte te brengen van en te wijzen op de huisregels of de deelnemer door te verwijzen naar hulp als de situatie hierom vraagt. Het EJW en/of OWee bestuur en de vertrouwenspersonen staan altijd klaar;
- Er onder de 18 absoluut geen alcohol gedronken wordt ook niet buiten het OWee-programma om. Wanneer jij als mentor alcohol geeft aan een minderjarige deelnemer (en dit wordt gemeld/gezien), wordt zowel jouw bandje als die van de deelnemer doorgeknipt en heeft dat direct consequenties voor mogelijke bijbaantjes in de toekomst bij de onderwijsinstellingen;
- Je je bewust bent van de campagne; "Drink je niet frequent, tóch 100% student";
- Je verantwoord met drank om gaat (denk ook aan de beeldvorming met drinken in de openbare ruimte waar politie/handhaving op toe ziet);
- Je vermijdt dat deelnemers sterke drank nuttigen;
- Erop toe ziet dat niemand in de mentorgroep drugs gebruikt;
- Je ervoor zorgt dat deelnemers zoveel mogelijk activiteiten bezoeken en daardoor geen kansen missen;
- De fietsen te parkeren in de daarvoor bestemde fietsenstallingen en lopend door de stad te gaan;
- Je geen lawaai maakt of voor overlast zorgt. Vraag je deelnemers om dit ook te doen;
- Je tijdens het Evenementen geen liederen zingt met ongepaste of aanstootgevende teksten;
- Geen afval te laten slingeren en te helpen met het scheiden van afval. Breng dit ook over op de deelnemer;
- Je als mentor niemand dwingt om iets tegen haar/zijn zin te doen;
- Je weet waar en met wie jouw deelnemers zijn en wat ze doen;
- Je zelf nooit de groep alleen laat en altijd bij de deelnemers blijft;
- Je erop toeziet dat de groep veilig thuiskomt en is gekomen;
- Je het EJW en/of OWee bestuur altijd op de hoogte stelt als er een incident heeft plaatsgevonden;
- Dat je bereikbaar bent voor zowel de deelnemer als voor het EJW en/of OWee Bestuur;
- Je de verantwoordelijkheid hebt over een mentorgroep en niet bang bent om de regie te pakken;
- Je aanwezig bent op de trainingdagen van EJW en/of OWee;
- Je elke ochtend aanwezig bent op het mentoren ontbijt gedurende de EJW en/of OWee.

- Je (indien toepasbaar) je houdt aan de anderhalve meter afstand maatregel vanuit de overheid, en deze regel ook actief in stand houdt bij de deelnemers.

7.1

A Mentor acts as a TU Delft ambassador and is expected to adhere to [the TU Delft Code of Conduct](#). Each Mentor is required to attend the mentor instruction day, which takes place the day before the Digital OWee.

7.2

Guidelines Mentors: The guidelines for Freshmen Weekend(EJW) and/or OWee mentors fall under one of the following categories: Expectations, Duties, Rules, Norms and Values. The expectations of Mentors can be in rule 7.3 to 7.7.

7.3

Expectations. The expectations of Mentors fall under one of three categories: Guidance, Social Cohesion and Education.

- A. Guidance. Each Mentor(duo)'s main task is guiding a group of soon to be students through the programme of the Freshmen Week and/or the OWee and helping them experience every part of the programme. The Mentor (duo) is responsible for ensuring that each Participant can follow the programme safely.
- B. Social Cohesion. A Mentor (duo) is expected to connect and engage with the Participants of their group and help them form a group. Especially during the first moments together, the Mentor (duo) is a key player in the social development of the group.
- C. Education. The Mentor(duo) is expected to be able to inform their group about their study, student life and Delft. This entails that they can provide a complete and realistic image that is free of excessive bias.

7.4

Characteristics. An EJW/OWee Mentor is:

- Motivated, enthusiastic and (pro)active;
- An experienced advocate for Delft;
- A confidante for each Participant that is open to answering questions;
- Reliable;
- Caring and responsible;
- Aware of their position as a role model;
- Independent from possible membership of an association;
- The first point of contact for the EJW and/or OWee Organization.

7.5

Duties. As a Mentor, your duties include:

- Putting the wishes and needs of Participants first. Take them to the places they want to attend!
- Remaining involved and in touch with their Group during the entire EJW and/or OWee;
- Attending as many events and associations as possible to ensure Participants get familiar with all of it. After all, this is the only opportunity for them to do so for the rest of the year.
- Ensuring that the group's atmosphere and dynamics are beneficial for forming a group, paying attention that no Participant is excluded;
- Remaining in close contact with all Participants of the Group and preventing peer pressure;
- Keeping your word regarding any promises/agreements made with the Group;
- Setting the right example regarding being calm and quiet in the streets, preventing nuisance for local residents, especially when leaving associations during the night.

7.6

Rules. As a mentor, you are aware of and adhere to the following rules:

- You know what to do in case of a crisis, namely alerting the EJW/OWee Board immediately in case of any calamities/crises. You should also inform Participants about the house rules and refer them to the right place/person for help if the situation calls for it. Keep in mind that the EJW/OWee Board are always on standby to help out;
- Participants under 18 are prohibited from drinking alcohol under any circumstances (that includes outside of the OWee programme). If you provide alcohol to an underage Participant (and this is noted and reported), both of your entrance bracelets will be cut. This will immediately affect the possibility of future employment by any of the OWee institutions.
- You are aware of the “Drink je niet frequent, tóch 100% student”; campaign (“Don’t you drink too often? You’re still 100% a student”);
- You handle any consumption of alcohol responsibly (keep in mind what kind of impression you are giving in public, as local authorities will be on the lookout)
- You avoid that Participants consume hard liquor;
- You ensure that no Participants in the group use drugs;
- You ensure that Participants attend as many activities and events as possible so they do not miss out on opportunities;
- You ensure that bicycles are parked in the intended bicycle stands before walking through the city;
- You do not cause excessive noise or other nuisance and ensure your Participants follow suit;
- During events, you do not sing songs with inappropriate or offensive lyrics;
- You do not litter and help out with separating waste products, transferring this habit to Participants;
- You never force/coerce anyone to do something against their will; Je weet waar en met wie jouw deelnemers zijn en wat ze doen;
- You never leave your Group alone and remain with them at all times;
- You ensure that every Participant is present and got home safely;
- You always alert the EJW and/or OWee Board in case an incident has occurred;
- You are available to be contacted by Participants as well as the EJW and/or OWee Board;
- You are responsible for your Group and you will not back away from taking the lead;
- You attend and participate in the training day(s) of the EJW and/or OWee;
- You attend the Mentor breakfast every morning during the EJW and/or OWee;
- When applicable, you adhere to the 1.5 meter rule and also ensure your Participants comply with government regulations.

7.7

Norms and values. The Haagse Hogeschool, InHolland and TU Delft provide top tier education and offer numerous excellent facilities. This comes with the following expectations from employees and students:

- To treat each other with care and respect and safeguard each other’s mental and physical wellbeing.
- To be aware that we are not alone in Delft or on campus and therefore take the needs of local residents and bystanders into account.
- To be aware that everyone is equal and therefore will never insult, humiliate, discriminate or (sexually) intimidate others

Article 8: Miscellaneous

8.1

Any case which is not included in these terms and conditions is to be decided upon by the organization of the OWee.

8.2

Under reasonable and necessary circumstances, the Organizer may decide to deviate from these terms and conditions.

8.3

Objections or questions regarding this document can be posed to the OWee board through info@owee.nl.