

**APPENDIX No. 1**

to the Rules of the International Architecture and Landscaping Competition FORT'S NEW LIFE for the development of a conceptual design of an Administrative Centre in Zielonki near Fort Marszowiec with landscape design

**JURY RULES**  
**of the International Architecture and Landscaping Competition**  
**FORT'S NEW LIFE**  
**for the development of a conceptual design of an Administrative**  
**Centre in Zielonki near Fort Marszowiec with landscape design.**

**I. GENERAL PROVISIONS****I.1. SUBJECT MATTER AND RELEVANCE**

The Rules set out the tasks, principles, and procedure for the jury of the competition held by the Hugo Kołłątaj University of Agriculture in Kraków.

**I.2. LEGAL BASIS**

The competition is regulated by the Rules approved by the Organiser.

**I.3. JURY**

The Jury is a board appointed by the Organiser to evaluate submitted works and select the best of them.

**I.4. COMPETITION POLICY**

The following principles should be observed during the competition:

- the principle of equality;
- the principle of impartiality and objectivity;
- the principle of disclosure of evaluation and results;
- the principle of author anonymity;
- the principle of public availability, meaning making the Rules and results of the competition available to the public;
- the principle of fair play, meaning that the principles and Rules are set not to impede fair competition.

## **II. APPOINTMENT AND MEMBERS OF THE JURY**

### **II.1. PRINCIPLES OF APPOINTMENT OF THE JURY**

The Organiser appoints six members of the jury from among persons holding an academic degree in architecture / landscape architecture that enables them to evaluate submitted works: four members from international universities and two from Polish universities. Being the sponsor, the Municipality of Zielonki appoints three more members of the jury. The Organiser specifies the procedure for the jury.

### **II.2. MEMBERS OF THE JURY**

The jury consists of the head and members. The jury is lead by the head elected among the members.

## **III. TASKS AND OBLIGATIONS OF THE JURY**

### **III.1. TASKS OF THE JURY**

The tasks of the jury include:

- the evaluation of submitted works in accordance with the criteria adopted by the jury;
- the formulation of opinions about submitted works;
- the formulation of substantiation, a final review for the competition to be published in the monograph following the competition.

### **III.2. OBLIGATIONS OF THE MEMBERS OF THE JURY**

Members of the jury perform their obligations in a thorough and impartial manner in accordance with the law, their knowledge, and experience.

### **III.3. HEAD OF THE JURY**

Particular obligations of the head of the jury:

- to preside over the meeting of the jury;
- to ensure observance of the Rules;
- to present works to be evaluated before the jury;
- to hold a vote to select the winning work if multiple works receive the same total maximum number of points.

## **IV. PRINCIPLES AND PROCEDURE FOR THE JURY**

### **IV.1. PRINCIPLES FOR THE JURY**

- The jury commences its work on the day of evaluation.
- The jury meetings are closed and attended by members of the jury.
- The jury completes its tasks within two weeks following the day of adjudication.
- Submitted works must not be available to third parties during the evaluation process.

### **IV.2. PROCEDURE FOR THE JURY**

- a) During the first meeting, the jury verifies whether submitted works meet the requirements of the competition.
- b) During the evaluation meeting, the jury defines the methods and procedures of work, depending on the number of submitted works.
- c) The jury adopts decisions by an absolute majority of votes with at least 2/3 of the jury present.
- d) If the conditions specified in IV.2. c) cannot be met, the head of the jury appoints a new date of the meeting.
- e) The meetings are recorded in minutes. The minutes are written up by a member of the jury appointed by the head of the jury.
- f) The organisation of the jury is provided by persons appointed by the Organiser.

### **IV.4. VERIFICATION AND EVALUATION OF WORKS**

#### **IV.4.1. Opening of submissions**

The Organiser drafts a report on the number of submitted works and assigns them codes, ensuring their anonymity immediately after the submission deadline.

#### **IV.4.2. Verification of works**

The jury verifies the works before evaluating them. The following works are excluded:

- submitted after the deadline;
- violating the requirements in the Rules;
- failing to meet competition criteria.

#### **IV.4.3. Evaluation of submitted works**

The jury evaluates submitted works during closed meetings using criteria set by the jury.

### **IV.5. ADJUDICATION**

The decisions of the jury concerning the evaluation of submitted works and their verification are made using evaluation criteria set by the jury. The jury drafts opinions, reviews for submitted works.