

Discipline Registration Form for Teams

CYBATHLON Arm and Leg Prosthesis Series in Karlsruhe 2019

"CYBATHLON Series" is a locally organised independent side event to CYBATHLON. Whereas CYBATHLON is a non-profit project by ETH Zurich, which aims to break down barriers between the public, people with disabilities and technology developers by organizing unique competitions.

The CYBATHLON Arm and Leg Prosthesis Series 2019 event is organised by the organising committee of Karlsruhe Institute of Technology (hereinafter the Prosthesis Series 2019 organisers). The organisers are partly supported by ETH Zurich/ CYBATHLON.

This form serves as the registration form for participation in the CYBATHLON Prosthesis Series in Karlsruhe 2019 (hereinafter the *Prosthesis Series 2019*). CYBATHLON Prosthesis Series 2019 will take place at the Messe Karlsruhe, Karlsruhe, Germany, from May 16 until May 18, 2019.

If you intend to register for more than one disciplines, please use a separate form for each discipline.

The registration will only become valid and binding after acceptance of the registration form by the Prosthesis Series 2019 organisers and after receipt of payment of the registration fee.

Only **teams** can register for participation in the Prosthesis Series 2019. A team consists of a technology provider (at least one person from a research laboratory or company, or a private individual) and at least one pilot (person with a physical disability).

The following roles define a team:

Team officials:	
Team manager	Responsible for the team participation in a specific discipline.
Pilot	Person with disability participating in a discipline.
Backup pilot	A backup pilot takes the role of the pilot if the pilot drops out or withdraws the participation.
Support person(s)	Supports the team, e.g. technical support, communication, etc.

The **main responsible person** for the team is the person who takes responsibility for the team and who will guarantee for the statements which this person signs. If the main responsible person is also present at Prosthesis Series 2019 as a team official, she/he needs to be a registered, e.g. as a team manager, pilot or support person. However, it is not mandatory for the main responsible person to be present at Prosthesis Series 2019.

Costs

To register for participation in Prosthesis Series 2019, payment of a fee is required. The fee needs to be paid within **30 days** after acceptance of this form; otherwise, the starting slot will be given to a team on the waiting list. If the registration is withdrawn until the withdrawal deadline (see instructions on withdrawal below), half of the fee will be reimbursed.

<p>The registration fee includes</p> <ul style="list-style-type: none"> - 1 starting slot - Registration to Prosthesis Series 2019 for: <ul style="list-style-type: none"> o Team manager o Pilot o Backup pilot o Support Person - Safety review process of device (TecCheck) and pilot (MedCheck) - Medical and infrastructural support (incl. team locker room) - CYBATHLON promotional activities to introduce the team (online/print) and connection with media - Team accreditation (access to team zone and team stands) - Meal vouchers on the competition days and on the mandatory registration, TecCheck and MedCheck day for the team manager, pilots and support person - Free booth space at the venue (4 – 6 SQM) - Teams get the chance to present their system in a scientific way during a specific session at the Symposium on Assistive and Wearable Robotics, therefore: <ul style="list-style-type: none"> o 1 free participation to the Symposium on Assistive and Wearable Robotics o Reduced fee for the Symposium on Assistive and Wearable Robotics for up to 2 team members 	<p style="text-align: right;">€ 900.- including VAT</p>
<p>Additional pilot fee (The additional pilot can participate in a different discipline than the first pilot)</p> <p>It includes:</p> <ul style="list-style-type: none"> - 1 starting slot - Safety review process of device (TecCheck) and pilot (MedCheck) - Meal vouchers on the competition days and on the mandatory registration, TecCheck and MedCheck day for the team manager, pilots and support person 	<p style="text-align: right;">€ 200.- including VAT</p>
<p>Additional support person fee (can be registered at a later stage, see Important Dates) includes</p> <ul style="list-style-type: none"> - Team accreditation (access to team zone and team stands) - Meal vouchers on the competition days and on the mandatory registration, TecCheck and MedCheck day 	<p style="text-align: right;">€ 60- including VAT</p>

Team members, who do not participate in the Symposium on Assistive and Wearable Robotics, can purchase tickets for the symposium dinner.

Registration Priorities

The total number of pilots eligible to start is limited to sixteen: Registrants will be eligible on a first-come, first-served basis.

Important Dates

A.	Opening of team registration	March 1, 2019
B.	Opening of pilot registration	
C.	Opening of support person registration	March 22, 2019
D.	Deadline for submission of completed and acceptable device safety documentation (TecCheck) Deadline for submission of pilot registration incl. required documents	March 31, 2019
E.	Deadline for support person registration Deadline for registering to CYBATHLON Symposium at a reduced fee	April 15, 2019
F.	Mandatory registration, technical check of devices (TecCheck), and medical check of pilot (MedCheck) onsite at the CYBATHLON venue	May 11, 2019
G.	CYBATHLON Prosthesis Series 2019	May 16-18, 2019

Disciplines

Please indicate below the discipline for which you would like to register. If your team would like to participate in several disciplines, please use additional registration forms. Please study the race and task description of CYBATHLON 2020 carefully prior to registration (https://www.ethz.ch/content/dam/ethz/special-interest/conference-websites-dam/cybathlon-dam/documents/Team_Registration_03_18/CYBATHLON_Races_and_Rules.pdf).

- a) **Powered Arm Prosthesis Race (ARM)**
- b) **Powered Leg Prosthesis Race (LEG)**

Device/Project Information

Please provide a detailed description of your device or the device that you plan to develop for Prosthesis Series 2019 if the device is not yet finalized. Please provide as much information as possible and attach drawings, photographs, videos, and other material (publications, patents, risk management files). This information is required to assess the functional status and safety of the device and will be used as one of the criterion for acceptance of this registration. All information will be treated as confidential (see Privacy Policy below).

3.1	Name of the device or project	
3.2	Description of the device (general function, goal of use)	
3.3	Components (materials, joints, actuators, sensors, controllers)	
3.4	Attachment to pilot	
3.5	Function and movement	

3.6	Potential risks	
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Privacy

German privacy law is applicable. The Prosthesis Series 2019 organisers warrant that the processing of personal data will be carried out lawfully, in good faith, and in an appropriate fashion. Personal data will be protected against unauthorized processing.

For all teams, in any case, the following information will be published to introduce the teams to the public (e.g. for the Prosthesis Series 2019 website, the event leaflet, and team introduction during the competition by the moderator):

- Team name
- Team origin (City, Country)
- Team affiliation (Company, Institution)
- Team officials' names such as pilot(s), team manager, support person(s), main responsible person

Therefore, with the above mentioned exceptions, all information provided by the registrants will be treated as confidential unless the respective person consents that it may be disclosed (please tick respective boxes in the respective sections).

For further information and provisions, please take note of our privacy policy attached.

Team Information

4	Team	
4.1	Team name (max. 14 characters incl. spaces)	
4.2	Website	
5	Organisation information	
5.1	Name of organisation, unit, laboratory	
5.2	Location (country, state, city)	

5.3	Type of organisation	<input type="checkbox"/> university/non-profit <input type="checkbox"/> company <input type="checkbox"/> other: _____
6	Main responsible person	
6.1	FAMILY (LAST) NAME	
6.2	First name, middle name	
6.3	Institution/Company	
6.4	Street, Number	
6.5	Postal code	
6.6	City	
6.7	Country	
6.8	Citizenship	
6.9	Email address	
6.10	Phone office	
6.11	Phone mobile	
6.12	Title	<input type="checkbox"/> Ms <input type="checkbox"/> Mr <input type="checkbox"/> other: _____
6.13	Email address may be disclosed for event related media purposes, sponsors, or public	<input type="checkbox"/> yes, I allow disclosure <input type="checkbox"/> no, I do not allow disclosure
6.14	Invoice address	
7	Team manager	
7.1	Same as main responsible person	<input type="checkbox"/> yes <input type="checkbox"/> no (please complete below)
7.2	FAMILY NAME	

7.3	First name, middle name	
7.4	Phone mobile	
7.5	Email address	
7.6	Title	<input type="checkbox"/> Ms <input type="checkbox"/> Mr <input type="checkbox"/> other: _____
7.7	Email address may be disclosed for event related media purposes, sponsors, or public	<input type="checkbox"/> yes, I allow disclosure <input type="checkbox"/> no, I do not allow disclosure

Conditions of Participation

After the Prosthesis Series 2019 organisers have reviewed and accepted this registration form, the registrant will be informed about the next steps. The registrant will be asked to submit further documents and forms to assure safety of the device and insurance of the technology provider and pilot. The documentation listed below must be sent to info@cybathlon-symposium-karlsruhe-2019.org before the deadline (see Important Dates). If proper safety cannot be guaranteed, as judged by the CYBATHLON organisers, the team may not participate in the Leg Prosthesis Race.

Required Pre-event

- Device safety documentation (TecCheck) according to protocol including:
 - Completed CYBATHLON TecCheck protocol (provided by CYBATHLON / ETH Zurich)
 - CE, FDA or equal certification (copy of certifications) *or* detailed risk analysis, in English. If a new development/prototype is used or if certified components are combined or modified, a risk analysis of the overall system is required (template is provided by CYBATHLON / ETH Zurich). If certified devices (CE, FDA or equivalent) are used as intended (as declared in the certification), a statement that the device has not been modified and that the device will only be used as intended together with the device manual and certification is required.
 - Photos of the device including overviews and close-up views.
 - Video proving functionality of the device including different views of the device showing function with and without pilot using the device.
- Pilot registration including:
 - Pilot registration form (provided when pilot registration opens, see Important Dates)
 - Written confirmation signed by a medical doctor that the pilot is fit for participation in CYBATHLON races in German/French/Italian/English/Spanish. A document written and signed by a medical doctor is required.
- Passport type photo of each team official (for accreditation/badge, portrait, w: 480 px, h: 640 px): Please name the photo with first name, FAMILY name, and function in the team and with the team name (e.g. John_SMITH_TeamManager_BestTeamInTheWorld.jpg)

Once onsite, at the registration, each team official will be asked to sign the following documents:

Required Onsite

- Adequate proof of insurance for all team officials, namely against accidents, injuries, and personal liability. In any case, insurance is the team officials' own responsibility. The team officials will be asked, onsite, to sign a registration sheet, including insurance statements. If that document is signed, the Prosthesis Series 2019 organisers must and will assume that adequate insurance coverage has been

obtained as requested.

- Confirmation of usage of photographs and recordings. Team officials will be photographed and filmed during the Prosthesis Series 2019. Photographs and films will be used to further promote the CYBATHLON. The undersigned team officials will be asked, onsite, to sign a registration sheet to confirm that photographs, live broadcast, and recordings can be used without financial compensation and without geographical or time restrictions.

The technology provider bears full liability in case of an accident due to a defect of the device. Prosthesis Series 2019 organisers recommends pilot and technology provider to make a mutual agreement outlining liability in case of an accident. Importantly, the teams shall provide the pilots with sufficient training of the tasks prior to the competition.

In any circumstances, at any point before or during the Prosthesis Series 2019, the Prosthesis Series 2019 organisers reserve the exclusive right to reject or exclude teams or their officials, e.g. if safety conditions are not fulfilled, submitted forms are incomplete or required information is not provided. At any point during the Prosthesis Series 2019, the devices may be inspected by the safety committee of Prosthesis Series 2019 organisers. If the committee considers that the safety requirements are not met or if the team refuses the inspection, the team will not be allowed to participate in the competition. Safety documentation and all other information is treated as strictly confidential.

Agreement

The undersigned confirms that the application form is filled in correctly and truthfully.

The undersigned and the team have understood that the organisers may reject or exclude the team or single pilots, if device criteria (with respect to function and safety) or pilot criteria are not met in the judgement of the organisers.

The undersigned and the team have read, understood and accepted the **Races & Rules for Arm, and Leg Prosthesis Series 2019** and accept any modification that will be made in the rules.

The undersigned and the team agree to participate in Radio/TV productions, cooperate with any media partners of the Prosthesis Series 2019 organisers, and accept that live broadcast, footage, and photo material of the Prosthesis Series 2019 including the competition will be published.

Although all possible precautions shall be taken to protect pilots by the technology provider and as far as possible by the Prosthesis Series 2019 organisers, participating pilots acknowledge that the technology used in this event may not have been fully tested by the technology provider (research lab or company) and it is not possible to eliminate all risks and unforeseen hazards. Pilots taking part in this event require medical clearance and do participate at their own risk. Technology providers such as research labs or companies do participate at their own risk.

Participating teams acknowledge that adequate insurance of all the team officials, especially against accidents and injuries, is required to participate.

Please note that completing the registration form does not automatically guarantee the team participation at Prosthesis Series 2019. The team's registration will be reviewed by the Prosthesis Series 2019 organisers and the registrant will be informed about the preliminary acceptance to participate at Prosthesis Series 2019.

Registrants will be notified of any changes to the **Races & Rules for Arm, or Leg Prosthesis Series 2019** mentioned in this form.

Recourse to the courts concerning decisions of the Prosthesis Series 2019 organisers is not permitted.

Now and therefore

I, the undersigned main responsible person, representing the team in the Leg Prosthesis Series 2019 and their preparation stage acknowledge herewith that participation/participation of:



(please write your research lab/company name here)

in the event involves the risks inherent in such events with developed prototypes. I assume all the risks of Prosthesis Series 2019 and the preparation stage, including health and personal safety risks arisen with involvement of my team (i.e. caused by or incurred by my team). Furthermore, I am obligated to follow instructions delivered by the Prosthesis Series 2019 organisers at all times.

For the avoidance of doubt, participation in the Leg Prosthesis Series 2019 is governed by German law.

Therefore, in consideration of the risks, I, the undersigned, intending to be legally bound, consent to the assumption of such risks. I confirm that the content of this form is true and complete

Disclaimer

The Prosthesis Series 2019 organisers refuses any responsibility for hazards caused by the devices used or that occur during participation in the Prosthesis Series 2019. For the avoidance of doubt, it is stated that ETH Zurich does not take any responsibility or liability in the context of this event either.

Apart from this mentioned above the Prosthesis Series 2019 organisers shall be liable only for property damage and financial loss caused by intent or gross negligence.

If essential contractual obligations are violated, the Prosthesis Series 2019 organisers shall be liable for intent and negligence. In case of slight negligence, liability shall be limited to direct damage foreseeable and typical of this type of agreement. Essential contractual obligations shall be obligations that protect the contracting partners' essential contractual legal positions to be conferred on them in accordance with the content and purpose of this agreement. Essential contractual obligations shall also be obligations, the fulfilment of which makes the proper execution of the agreement possible and on the observation of which the contracting partner should regularly be able to rely.

The limitation/exclusion of liability shall not apply to claims under the German Product Liability Act (Produkthaftungsgesetz) on account of fraudulent behaviour, liability for guaranteed characteristics, or injury to life, body or health.

Miscellaneous

Any notice to be given under this agreement shall be in writing.

Should any provision of this agreement become invalid, illegal or unenforceable, it shall not affect the validity of the remaining provisions of this agreement.

This agreement shall be construed in accordance with and governed by the laws of Germany.

Any possibly arising disputes shall be settled amicably. As for the rest, Karlsruhe shall be the place of settlement.

Instructions on withdrawal

Right of withdrawal

You have the right to withdraw from this agreement within 14 days without giving any reason.

The withdrawal period will expire after 14 days from the day on which you submit.

To exercise the right of withdrawal, you must inform us (Karlsruher Institute of Technologie (KIT) Institute for Anthropomatics and Robotics, Adenauerring 2, 76131 Karlsruhe (Germany), or per mail info@cybathlon-symposium-karlsruhe-2019.org).

To meet the withdrawal deadline, it is sufficient for you to send your communication concerning your exercise of the right of withdrawal before the withdrawal period has expired.

Effects of withdrawal

If you withdraw from this agreement, we shall reimburse to you all payments received from you, including the costs of delivery without undue delay and in any event not later than 14 days from the day on which we are informed about your decision to withdraw from this agreement. We will carry out such reimbursement using the same means of payment as you used for the initial transaction, unless you have expressly agreed otherwise; in any event, you will not incur any fees as a result of such reimbursement.

Please send both an electronic AND a printed, signed (wet ink) and scanned copy by email to the Prosthesis Series 2019 organisers info@cyathlon-symposium-karlsruhe-2019.org



Date



Place



Name and signature of main
responsible person

Privacy Policy

Information on the Collection of Personal Data

The operators of these websites take the protection of your personal data very seriously.

Personal data are all data that can be related to you personally, such as name, address, email addresses, and user behavior (information referring to an identifiable natural person (Art. 4, No. 1 of the EU General Data Protection Regulation (GDPR))).

Controller according to Art. 4, par. 7 GDPR is the President of KIT, Professor Dr.-Ing. Holger Hanselka, Kaiserstrasse 12, 76131 Karlsruhe, Germany, info@kit.edu (see Legals). Our **Data Protection Commissioner** can be contacted at datenschutzbeauftragter@kit.edu or by ordinary mail with “Die Datenschutzbeauftragte” (the data protection commissioner) being indicated on the envelope.

When you **contact** us by electronic mail or via a contact form, the data given by you (your email address and, if applicable, your name and your phone number) will be stored by us to answer your questions. The data arising in this connection will be erased as soon as storage will no longer be required or processing will be restricted, if legal obligations to retain the data exist.

We would like you to note that **internet-based data transmission** (e.g. when communicating by electronic mail) may have security gaps. Absolute protection of data against access by third parties may not be guaranteed.

Collection of Personal Data

When **using the website for information purposes** only, i.e. when you do not register or transmit other information, we will only collect the personal data that are transmitted by your browser to our server according to the settings made by you (server log files). For viewing our website, we collect the data required for this purpose and needed for ensuring stability and security according to Art. 6, par. 1, clause 1, (f) GDPR:

- Anonymized IP address
- Date and time of access
- Time zone difference to Greenwich Mean Time (GMT)
- Content of the access (concrete site)
- Status of access/HTTP status code
- Data volume transmitted
- Website from which an accessing system reaches our website
- Browser

These data **cannot be referred to certain persons**. These data will not be combined with other data sources. We reserve the right to check these data later on, if concrete indications of unlawful use become known to us.

Contact/Registration Form

In case you **complete a form** to receive press releases or our newsletter, for instance, your data entered in the form, inclusive of your contact data indicated there, will be **stored** by us to send you the information required and to answer additional questions, if necessary. We will not transfer these data to third parties without your approval. For registration, we use the so-called **double-opt-in method**, which means that your registration will be completed only, if you have confirmed it by clicking the link contained in the confirmation email sent to you for this purpose. If you do not confirm your registration within 48 hours, your registration will be deleted automatically from our database.

Registration for Prosthesis Series 2019

When you complete the form to register for Prosthesis Series 2019 we process the following personal data:

- First Name
- Last Name
- Email Address
- Institution
- Department
- Country
- Address

We collect and store the data to identify you as a participant of the event, as a reference for your payment and to contact you in relation to the event.

The legal basis is Art. 6, par. 1, clause 1, (b) GDPR, as the data is needed to fulfil the contractual obligations.

In addition you can give the following information:

- Title
- Phone Number
- Tax ID

We collect and store this data to address you with your title, contact you via the phone in relation to the event and to identify your institution.

Since you give this information voluntarily, we process the data on basis of Art. 6, par. 1, clause 1, (a) GDPR. According to Art. 7 par. 3 GDPR you have the right to withdraw your consent at any time with effect for the future. The withdrawal may also refer to parts of your consent. The consent is voluntary. There are no disadvantages if it is denied or withdrawn.

We collect the following data that is necessary to enter the northern campus of the KIT for participation in the lunch event and the datacenter tour to comply with local regulations:

- Place of Birth
- Country of Birth
- Date of Birth

The legal basis is Art. 6, par. 1, clause 1, (b) GDPR, as the data is needed to fulfil the contractual obligations and comply with local regulations on entering the northern campus of the KIT.

If you have set the respective checkmarks in the form, we process your data on basis of your consent according to Art. 6, par. 1, clause 1, (a) GDPR in the following manner:

- Your name and your institution will be published on the List of Participants on the event page.
- We will use your e-mail to contact you for organizational purposes regarding the Prosthesis Series 2019.
- Photos will be taken during Prosthesis Series 2019, including plenaries, workshops and social events. These may be uploaded on the event page and as part of promotional material. As a result, pictures showing your person may be uploaded as well.

According to Art. 7 par. 3 GDPR you have the right to withdraw your consent at any time with effect for the future. The withdrawal may also refer to parts of your consent. The consent is voluntary. There are no disadvantages if it is denied or withdrawn.

We delete all of the aforementioned data in relation to Prosthesis Series 2019, if they are no longer required for the purposes for which they were collected and no statutory retention requirements apply. Your data will be kept for as long as necessary to carry out the event and there are statutory storage requirements. After expiry of the statutory retention periods (especially tax and commercial regulations) your data will be deleted unless you have expressly consented to any further use of the data.

SSL Encryption

For reasons of security and for the protection of the transmission of confidential contents, such as inquiries sent to us as website operator, this website uses SSL encryption. In case of an encrypted connection, the address line of the browser changes from `http://` to `https://` and the lock symbol is indicated in your browser line.

When SSL encryption is activated, third parties cannot read the data you transmit to us as a rule.

Your Rights

As far as your personal data stored by us are concerned, you have the following rights:

- Right of access
- Right to rectification or erasure
- Right to restriction of processing
- Right to object to data processing
- Right to data portability

(2) In addition, you have the right to complain about the processing of your personal data by us with a supervisory authority.

(3) In the case of manifestly unfounded or excessive requests, we can charge a reasonable fee. Otherwise, information will be provided free of charge (Article 12, par. 5 GDPR).

(4) In the case of reasonable doubts concerning the identity of the natural person asserting the above rights, we may request the provision of additional information necessary to confirm the identity of the data subject (Article 12, par. 6 GDPR).

Cookies

In addition to the data mentioned above, cookies are stored on your personal computer when using our website. Cookies are small text files stored in your computer system by the browser used by you, through which we (the server of our website) obtain certain information. Cookies cannot execute any programs or transmit viruses to your computer. They serve to make internet offers more user-friendly, more effective, and quicker. It is distinguished between session cookies (transient cookies) and permanent (persistent) cookies.

Transient cookies are deleted automatically when you close the browser. They include in particular the session cookies. These store a so-called session ID, through which queries of your browser can be allocated to the joint session. They allow us to identify your computer when you return to our website. Session cookies are deleted when you log out or close the browser.

We use session cookies exclusively. We do not use any persistent cookies or flash cookies.

You can set your browser such that you will be informed about the setting of cookies and you can permit cookies in individual cases only, exclude the acceptance of cookies in certain cases or in general, and activate automatic deletion of cookies when closing your browser. When deactivating cookies, functionality of this website may be limited.