

## STATUTE

### Professional Skills Competition

### NETWORK SYSTEM MANAGEMENT

#### I. ORGANIZER

Professional Skills Competition **NETWORK SYSTEM MANAGEMENT** is organised as part of the project "SkillsComp: skills competitions as an opportunity to develop vocational education and training" financed by the European Erasmus+ programme.

The SkillsComp project, implemented in an international partnership, aims to increase the quantity and quality of school-business partnerships through the organization of vocational skills competitions. The project focuses on vocational schools and technical schools, as individual entities with the potential to plan and implement skills competitions. The project also promotes the international WorldSkills initiative, which demonstrates the importance of vocational skills and, most importantly, motivates young people to learn a profession and achieve excellence in their field.

The work environment of an IT network systems administrator may include data centers, network operations centers, internet service providers, and data centers, such as air-conditioned server rooms. The ability to communicate, solve problems, and research and understand the latest industry developments is paramount.

Their work involves providing a wide range of services, including user support, design, troubleshooting, installing, configuring, and updating both operating systems and network devices.

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The Organizer of the Professional Skills Competition **NETWORK SYSTEM MANAGEMENT**, hereinafter referred to as the Organizer, is:

Łukasiewicz Research Network – Institute of Exploitation Technology  
Kazimierza Pułaskiego 6/10, 26-600 Radom

Organizer's Representative:

Margaret Kowalska

tel. 48 364 92 06

e-mail: [malgorzata.kowalska@itee.lukasiewicz.gov.pl](mailto:malgorzata.kowalska@itee.lukasiewicz.gov.pl)

## II. PARTNERS

The Partner of the Professional Skills Competition **NETWORK SYSTEMS MANAGEMENT** responsible for the organization and substantive level of the Competition, hereinafter referred to as the Partner, is:

a) Secondary and Technical School Complex No. 1

Wiśniowa Street 56, 02-520 Warsaw

Partner Representative:

Karolina Dolomisiewicz

e-mail: [karolina.dolomisiewicz@tml.edu.pl](mailto:karolina.dolomisiewicz@tml.edu.pl)

The competition's content partners are:

a) Cisco Systems Poland Sp. z o. o.

Domaniewska 39B Street, 02-672 Warsaw

b) University of Information Technology and Management in Rzeszów

Sucharskiego Street 2, 35-225 Rzeszów

### III. GENERAL PROVISIONS

**NETWORK SYSTEMS MANAGEMENT Professional Skills Competition** is a competition for young IT professionals from across Poland. The competition is based on the international EuroSkills and WorldSkills competitions, which promote practical vocational training and collaboration with entrepreneurs. The competition is a one-person competition for Polish students and offers the opportunity to qualify for the WorldSkills Poland team and participate in the EuroSkills Herning 2025 competition in the IT Network Systems Administration category.

**NETWORK SYSTEMS MANAGEMENT Competition** regulates the rules and conditions of participation and is binding on the Organizer and participants. Only those who meet the requirements outlined in these Rules and Regulations are eligible to participate in the competition. The competition is open to the territory of Poland.

The Organizer appoints a Competition Jury, composed of Experts who serve as Judges. The Jury serves as an advisory body to the Organizer.

The regulations are valid from the date of announcement until further notice.

The Organizer and other entities cooperating with it in organizing the Competition are not responsible for errors and omissions of third parties or any resulting delays or irregularities in the course of the Competition. Participation in the Competition is voluntary.

All descriptions of the Competition used in advertising and promotional materials are for general informational purposes only. Only these Rules and Regulations, in their entirety, are binding.

The Organizer reserves the right to make changes to these Regulations without violating the basic principles of the Competition.

All matters not regulated by these Regulations shall be governed by the provisions of generally applicable Polish law.

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#### IV. OBJECTIVES AND THEMATIC SCOPE OF THE COMPETITION

The aim of the Competition is:

- deepening professional knowledge related to designing, troubleshooting, installing, configuring, and updating both operating systems and network devices,
- improving practical skills in a selected profession: IT technician, ICT technician,
- developing the ability to acquire knowledge independently,
- familiarization with current material and technological solutions in the field of design, troubleshooting, installing, configuring, and updating both operating systems and network devices,
- creating opportunities to develop one's interests and talents,
- preparation for professional employment,
- improving the forms and methods of creative work of teachers with young people.

The competition will cover content, knowledge, and skills covered in the CCNA v7 curriculum, such as installing, operating, configuring, and troubleshooting IPv4 and IPv6 networks. It will also cover configuring network components such as switches, routers, and wireless LAN controllers; managing network devices; and identifying basic security threats, as well as the fundamentals of software-defined networking, automation, and SDN.

A detailed scope of issues is available in Annexes 9a and 9b.

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## V. PARTICIPANTS

The competition is aimed at students of secondary schools assigned to the ICT industry (INF) in the fields of IT technician and ICT technician education, who are not over 20 years old on the day of the competition final.

A participant in the professional skills competition **MANAGEMENT OF NETWORK SYSTEMS** takes part in the competition individually.

## VI. COMPETITION

The Professional Skills Competition **NETWORK SYSTEMS MANAGEMENT** consists of three stages:

### Stage I Online Application

Application for participation in the Competition at  
<https://skillscomp.itee.radom.pl/>

**Applications must be submitted by December 12, 2023.**

Each school/institution may nominate a maximum of two candidates. Schools conduct their qualifying rounds. The organizer has allocated a maximum of 100 places in Stage II (Semifinals). In the event of a larger number of applications, the order in which they are received will be decisive.

By submitting their application, the applicant accepts these Rules and Regulations and declares their attendance at the Finals and the team-building event on the date designated by the Organizer. Competition participants and their guardians are required to provide the Organizer with their personal information via the application form:

- name and address of the school
- 's data (name and surname, date of birth, telephone number, e-mail)
- guardian's details (name, telephone number, e-mail)

The application form must be completed in full, including all data, information, and attachments required by the Organizer.

### **Stage II: Semi-Final.**

In this stage, the participant is required to complete and document the semi-final task specified by the Organizer. The semi-final will take place on **December 19, 2023**. (Appendix No. 2).

The assessment criteria will be made available along with the content of the task.

The semi-final competition is based on knowledge and skills within the Cisco CCNA version 7 curriculum. It consists of a design and implementation section and a second section on problem-solving.

A person taking part in the semi-final competition will need a PC or laptop with internet access and the following software installed:

- Cisco Packet Tracer 8.2.1
- Text editor
- Internet browser

A description of the semi-finals can be found in Appendix 2.

The Competition Jury will select seven finalists from among the submitted works. The list of finalists will be announced by **January 5, 2024**.

Dependent work will be disqualified.

## Stage III Final

The final will take place on March 20–22, 2024.

The final will consist of one main task, involving the participant's independent configuration of network devices and systems, and two smaller problem-based tasks, during which the participant's task will be to introduce changes to the existing network configuration and solve the identified problems.

The duration of the Finals is 2 days of main competition and one day dedicated to preparatory activities and an integration meeting.

A maximum of 7 participants selected in the second stage may take part in the Final, with the provision that a maximum of 1 participant from each school will qualify.

The Finals schedule is included in Appendix 4 to these Regulations.

The competition tasks will be evaluated by a panel of experts appointed by the Competition Organizer according to the evaluation sheet (Appendix 5). The decisions of the judging panel are final and binding on the participants.

The winner is determined by the sum of points (maximum 100 points) for completing the competition task.

All necessary information can be found on the organizer's website at:  
<https://skillscomp.itee.radom.pl/>

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## VII. AWARDS

The winner of the Professional Skills Competition **NETWORK SYSTEMS MANAGEMENT** will be announced after the Competition ends.

The prizes in the Competition are:

1. **main prize:** obtaining the title of "Best of the Best", which is associated with the opportunity to qualify for the WorldSkills Poland team and participate in the EuroSkills Herning 2025 competition in Denmark. The winner will also receive a medal, a certificate of participation, and gifts.
2. **second place prize:** medal, certificate of participation, gifts, and the title of first reserve for the EuroSkills Herning 2025 competition in Denmark;
3. **3rd place prize:** medal, certificate of participation, gifts, and the title of second reserve for the EuroSkills Herning 2025 competition in Denmark;

The Organizer and Partners may provide other, additional prizes for winners.

The prizes will be issued under the applicable provisions of the Personal Income Tax Act of 26 July 1991 (Journal of Laws of 2018, item 1509, consolidated text, as amended). Under art. 21 paragraph 1 item 68 of the Personal Income Tax Act of 26 July 1991 ( i.e. Journal of Laws of 2021, item 1243), the value of winnings in competitions in the fields of science, culture, art, journalism and sport is free from income tax, if the one-time value of these winnings or prizes does not exceed PLN 2,000.



If the one-time value of the winnings in the Competition exceeds PLN 2,000 gross, the prizes awarded in the Competition will be subject to a flat-rate 10% income tax under art. 30 section 1, item 2 of the PIT Act, and each prize will be awarded an additional cash prize in the amount of 11.11% of the gross value of the prize (rounded to the nearest whole zloty). The additional cash prize will not be issued to the Participant, but will be allocated in its entirety to the payment of flat-rate income tax, under the applicable provisions of the Personal Income Tax Act of 26 July 1991 ( i.e., Journal of Laws of 2021, item 1243).

The Organizer hereby informs that by accepting the nomination and prizes, the participant in the Professional Skills Competition " **NETWORK SYSTEMS MANAGEMENT** " constitutes consent to the publication, recording, reproduction, and public use of their image (including their name, town of residence, and school) without time or territorial restrictions in the advertising materials of the Organizer and entities collaborating with them or administering websites, social media platforms such as Facebook, Twitter, etc., without additional compensation. The participant has the right to withdraw consent, but this does not affect the lawfulness of processing based on consent before its withdrawal.

## VIII. FINAL PROVISIONS

The regulations are valid from the date of announcement until further notice.

The Organizer reserves the right to cancel the Competition without giving reasons, as well as to cancel the Competition or modify its course and these Regulations at any time in the event of threats resulting from the epidemic, health situation, difficulties in access to car, air or pedestrian transport, restrictions resulting from decisions of state or local government authorities

or

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decisions of other entities and institutions (including, in particular, sponsors).

The Organizer, partner, and other entities cooperating with it in the organization of the Professional Skills Competition **NETWORK SYSTEM MANAGEMENT** are not responsible for errors and omissions of third parties or entities and any resulting delays or irregularities.

The jury evaluates the number and correctness of the tasks performed and the time taken to complete them.

The decision of the Chapter is final and indisputable.

Participation in the Professional Skills Competition **NETWORK SYSTEMS MANAGEMENT** is voluntary.

All descriptions of the Professional Skills Competition **NETWORK SYSTEMS MANAGEMENT** used in advertising and promotional materials are for general informational purposes only. Only these Terms and Conditions in their entirety are binding.

Organizer:

- provides (two nights) accommodation for participants and guardians in a facility selected by the Organizer;
- covers the costs of meals for participants and guardians during the 2 days of the competition (2 breakfasts and 2 lunches)
- covers the cost of participation of participants and guardians in the integration meeting
- does not cover travel costs to the Competition

## IX. COPYRIGHT

Competition participants guarantee that they have the appropriate copyright and image rights to the submitted semi-final task documentation (film and photos), enabling their reproduction, distribution, and publication. Participants assume full legal responsibility for their declaration. In the event of any claims from third parties, participants, upon notification by the Organizer, will immediately investigate the matter and will defend themselves against such claims at their own expense and risk. Furthermore, they will settle all valid claims, and if they are awarded against the Organizer, they will reimburse the entirety of the claims and all related expenses and fees, including legal fees and costs, as well as any other damages resulting from the third-party claims described above.

Upon qualifying for the finals of the Professional Skills Competition **NETWORK SYSTEM MANAGEMENT**, the **Participants** transfer to the Organizer the copyrights to the submitted materials and the rights to distribute the studies and materials, including, without territorial and time limits, the following fields of exploitation: recording, reproduction by any technique, introduction to the market, entering into computer memory, public performance and public reproduction, exhibition, display, rental, lease, broadcasting using video or sound, wired or wireless via a ground station, broadcasting via satellites, simultaneous and integral broadcasting of a work broadcast by another radio or television organization, publication and distribution via the Internet.

Participants authorize the Organizer, with the right to grant further authorizations, to use all materials provided by participants for the competition, in particular to store them in the memory of a computer or other device, to process the materials and to publish and disseminate them in connection with the competition, in the period from receiving the nomination to the competition finals, until the last day of the month in which the competition takes place.

## X. PERSONAL DATA PROCESSING

The controller of personal data processed in connection with the competition is the Organizer, i.e., the Łukasiewicz Research Network – Institute for Exploitation Technology, ul. Pułaskiego 6/10, 26-600 Radom, tel.: (48) 364-42-41, fax: (48) 364-47-60, e-mail address: Instytutu@itee.lukasiewicz.gov.pl. The data will be processed by the Organizer for the purpose and to the extent related to the organization, conduct, and settlement of the Competition under these Rules. Providing personal data is voluntary, but failure to provide it will prevent you from participating in or judging the Competition.

The Organizer has appointed a data protection officer who can be contacted at the following e-mail address: iodo@itee.lukasiewicz.gov.pl, tel. (48) 364-42-41, ext. 294.

The personal data of participants and judges will be processed under the conditions set out in Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons about the processing of personal data and the free movement of such data, and repealing Directive 95/46/EC (OJ L 119, 4.5.2016, p. 1–88, GDPR), Polish regulations adopted to enable the application of GDPR, other applicable legal provisions and these Regulations.

Detailed information is included in Annex No. 7 to the Regulations (Information clause on data processing and use of image) and Annex No. 8 (Consent to use of image).

## XI. ATTACHMENTS

APPENDIX 1 PARTICIPATION FORM

APPENDIX 2 SEMI-FINAL TASK available after registration

APPENDIX NO. 3 FINAL TASK (description, guidelines for participants, list of infrastructure provided by the Organizer and Partners, list of permitted tools that the participant may have with him/her) made available on the day of the final

APPENDIX 4 FINAL SCHEDULE preliminary version

APPENDIX 5 EVALUATION SHEET for the semi-final task

APPENDIX 6 JUDGES' CODE OF ETHICS

APPENDIX 7 INFORMATION CLAUSE ON DATA PROCESSING

APPENDIX 8 CONSENT TO USE THE IMAGE

APPENDIX 9a and 9b COMPETITION TOPIC (scope of knowledge and skills)