



The Charter

International Theatre Institute ITI

NGO official partner of UNESCO
(associate status)



Article 0 – Head Office

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The head office is based at UNESCO, 1 rue Miollis 75732 Paris Cedex 15, France.

The address can be transferred upon the decision of the Executive Council; ratification by the General Assembly is necessary

Article I Aims and Objectives

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- 1 Since theatrical art is a universal expression of mankind, which links large groups of the world's peoples, an autonomous professional international organization has been formed, which bears the name of INTERNATIONAL THEATRE INSTITUTE. The purpose of the Institute is to promote international exchange of knowledge and practice in theatre arts (Drama, Dance, Music theatre) in order to consolidate peace and friendship between peoples, to deepen mutual understanding, increase creative co-operation between all people in the theatre arts.
- 2 To achieve this purpose, the Institute shall, inter alia:
 - a. encourage activities and creation in the field of the live performing arts (Drama, Dance, Music theatre);
 - b. aim at an enlargement of the existing collaboration between performing arts disciplines and organizations, both national and international
 - c. establish international offices and foster the establishment of national centres of the ITI in all countries;
 - d. collect documents, disseminate all types of information and issue publications in the realm of the performing arts;
 - e. co-operate actively in the development of the "Theatre of Nations" and encourage and co-ordinate the organization of theatrical congresses, workshops and meetings of experts, as well as festivals, exhibitions and competitions, both on regional and interregional levels, in co-operation with its members;
 - f. defend the free development of the performing arts and contribute to the protection of the rights of performing arts professionals.
- 3 To achieve this within the ITI the member centres of the organization shall be guided by the principles of mutual respect of the national traditions of each country.
- 4 The International Theatre Institute may invite other international theatre organizations to maintain relations of cooperation with ITI and to affiliate with the Institute should they so desire.

Article II – Membership

Membership

- 1 The International Theatre Institute consists of full Members, Co-operating Members, Associate Members, Honorary Members and Patron Members. The National Centres representing various disciplines of theatre life of their country are the sole full members of the Institute.

Admission

- 2 The Institute shall invite members of the theatre community in any one country to establish a national Centre whose function shall be to promote the objectives of the Institute in that country in cooperation and in coordination with the Institute. Each Centre shall have the following title: “(name of country) Centre of the ITI”.

Membership of the Institute may be obtained in various categories by accepting the Charter and Rules of Procedure of the Institute.

- a. Request for membership coming from Centres belonging to member States of the UN or UNESCO may be accepted in the name of the Institute by the Director General, subject to confirmation by the Executive Council at its meeting. Request for membership from other centres shall be presented to the Executive Council which shall have the power to accept or reject them.
- b. Considering it indispensable for the Institute to collaborate with all nations the Executive Council is authorized to accept as Associate Members such centres which request membership but which face temporarily insuperable obstacles to full membership. However, the period of an associate membership may not exceed six years.
- c. As Co-operating Members of the Institute may be admitted such national institutions in the field of the live performing arts which contribute to the realisation of the objectives of the Institute. National institutions shall be admitted as Co-operating Members by resolution of the Executive Council with the endorsement of the National Centre in the same country as the institution.
- d. Considering that it is indispensable for ITI to collaborate with all international organizations in the field of live theatre and to fulfil its role of umbrella organization in its relations with UNESCO, the Executive Council may accept as fully-fledged members the international organizations in the field of the live performing arts which request membership. The member international organizations commit themselves to respect and promote the objectives of the Interna-

Article II – Membership

Membership

Admission

tional Theatre Institute.

- e. On the account of their outstanding, international services to the cause of theatre or on the account of their importance in the world history of the live performing arts individuals can be elected as Honorary Members by resolution of the Executive Council.
- f. Corporate or individual bodies that support the aims and program of the Institute may be admitted as Patron Members by resolution of the Executive Council.

Both Honorary Members and Patron Members are members of the Committee of Honour.

Resignation and expulsion

Resignation and expulsion

- 3 A member ceases to be a member of the Institute
 - a. By resignation at any time, after the payment of dues owing, including the current year, by a letter addressed to the Institute.
 - b. By expulsion, after a three-quarters' majority vote of the Congress.
 - c. By neglecting to pay its annual dues for three years in succession, after a decision by the Executive Council. If the Centre does not agree with the decision, it has to write a letter to the Institute within 30 days after the decision and demand that the General Assembly vote on the Executive Council decision regarding the closure.
- 4 A National Centre which cannot pay its annual membership fee to the Institute may request to be removed to an associate membership for a transitional period which may not exceed six years. This relegation may be accepted by resolution of the Executive Council.

Composition and function of National Centres

Composition and function of National Centres

- 5 Each Centre shall include a board of directors in which the various branches of the live performing arts shall be represented (playwrights, composers, singers, choreographers, actors, dancers, producers, set designers, theatre managers, etc.) This board shall meet regularly, apart from holding general assemblies which shall include a relatively large number of individual or collective representatives of each of these branches.
- 6 Considering it desirable for the Centres to have both national and international activity, they shall be requested to assume a minimum of responsibilities including but not limited to those listed below:
 - a. all the professionals in the country concerned shall be informed of the existence of the centre and of its composition,
 - b. the Board of the centre (President, Vice president, Director

- General, etc...) should be composed of active elements of the professional life of the country and should, if possible, include a representative of each branch of the theatre arts,
- c. the Centre should, imperatively, and whatever its means, provide visiting foreign professionals with the possibility of contacts and supply them with all non financial help likely to facilitate their artistic sojourn,
 - d. the centre should, according to national needs, form study committees charged with examining the most important problems, apart from commercial and union problems which are incumbent on other organizations,
 - e. the centre should whenever possible, take the initiative of organising cultural events such as round table talks, press conferences, exhibitions, theatrical publications, etc.

Article III – Constitution

- 1 The governing body of the Institute is constituted by a Congress of members assembled in plenary session. Between Congresses, the functioning of the Institute shall be directed by the Executive Council, by the Executive Board and by the Director General.
- 2 In order to encourage the development of the theatre in specific geographical area, the Institute may create Regional Offices.
- 3 In order to study in depth certain matters in specialized areas of the performing arts, the Institute may create standing or temporary committees.
- 4 The Congress can put an end to the existence of these committees.

Article IV – Congress

A. Composition

I. Membership

The Congress shall consist of: Representatives officially designated by the National Centres. Each centre shall appoint not more than three delegates and three alternates, who may be accompanied by technical advisers and by such other experts as may be deemed necessary.

II. Participation

- 1 The Congress shall also be open to:

Article III – Constitution

Article IV – Congress

A. Composition

I. Membership

II. Participation

Representatives officially designated by the Associate Centres and the Co-operating Members, not more than one delegate and one alternate.

- 2 Office-bearers, project leaders and secretariats of Regional Offices and Programme Committees as well as national delegates and other participants in committee meetings and workshops during the Congress shall be invited to attend as observers.
- 3 Individual Honorary Members and representatives of Patron Members shall be invited to attend as observers.
- 4 The President may invite representatives of UN, UNESCO, certain other international organizations or theatrical organizations and individual persons to attend the Congress as observers.

B. Functions

B. Functions

- 1 The Congress shall have supreme authority in all matters regarding the Institute.
- 2 The Congress shall determine the plans and policies of the Institute.
 - a. It shall discuss the reports and motions represented to it.
 - b. It shall approve the financial report of the period since the previous Congress and adopt the programme and the budget for the period until the next Congress.
 - c. It shall elect the members of the Executive Council.
 - d. It shall set the annual membership fees for full Members, Associate Members, Co-operating Members, Honorary and Patron Members.

C. Voting

C. Voting

- 1 Only full Members shall have voting rights. Each National Centre shall have one vote.
- 2 Voting by proxy will be possible under the following conditions:
 - a. The practical impossibility of being present at the General Assembly of the Congress.
 - b. The authorisation mandating a proxy vote must be sent or handed both to the mandated Centre and to the Secretariat of the General Assembly of the Congress.
 - c. A Centre may receive only one mandate.
- 3 Any National Centre of the ITI two years or more in arrears in payment of its contribution shall forfeit its right of vote in the Congress.
- 4 Decisions shall be made by a simple majority of the centres

present and voting except in cases where it is laid down otherwise by the Charter and where the Congress has made special provision.

D. Sessions of the Congress

- 1 The Congress shall meet every two years in ordinary session; it may be postponed, cancelled or meet in extraordinary session upon a two-thirds vote of the Executive Council or at the request of two-thirds of the total number of National Centres having paid their current contributions.
- 2 At each ordinary session the Congress shall decide on the meeting place of the following Congress, if possible.
- 3 The President shall convene the Congress and notify all members of the Institute as soon as possible and not less than ninety days in advance of the date and place of the session.
- 4 Any discussion not strictly concerned with the aims of the ITI is to be excluded from the agenda of the Congress, the Executive Committee, and all other Committees.
However, in the case of a marked attack on human liberty in the person of the members of the ITI or of its centres, such a discussion may be authorized by a vote of two thirds of the members.

E. Chairmanship and records

- 1 At each session, the Congress shall elect its President and officers.
- 2 The proceedings of the Congress shall be reported in summary records and the records, including the report by the Director General and the Treasurer, shall be sent to all members of the Institute.

E. Chairmanship and records

Article V - Executive Council

A. Composition

- 1 The Executive Council shall consist of a maximum of twenty members appointed by twenty centres elected by the Congress for the period between two congresses. In exceptional circumstances a centre may annul the appointment it has made while communicating the reasons for this to the Executive Council.
- 2 The Executive Council shall be as representative as possible of all regions and diversity of cultures and theatre disciplines. It is

Article V - Executive Council

A. Composition

recommended that centres elected designate personalities having the qualifications necessary for the fulfilment of the functions which are incumbent on the Council.

- 3 The Members of the Executive Council deliberate and take decisions within the scope of their ability and of the interests of the Institute; they act in the name of the Congress and not as representative of their centre.
- 4 In order to assure all the possible guarantees of information, the Executive Council may invite representatives of Co-operating members, Regional Offices, Program Committees, Associated organizations or other technical advisers and Presidents of Honour to attend the meetings in a consultative capacity without a right to vote.
- 5 The Executive Council may invite the President of the Congress and, if the latter is not a member of the inviting country, a delegate from that country to join the Executive Council for sessions held during the Congress, though without having the right to vote. A representative of the United Nations Educational, Scientific and Cultural Organizations (UNESCO), the Institute's founder, shall be invited to attend all meetings of the Council in a consultative capacity.
- 6 At each election of the Council, half the outgoing members shall not be re-eligible for the following term. However, if there are fewer than 20 National Centres candidates to the Executive Council, the non-eligible outgoing Centres will again be able to stand for election after a first round of voting has taken place. In the second round of voting, the number of vacant seats to be filled shall be determined by the difference between the number of Centres elected in the first round and the figure 20.
- 7 In the event of the Executive Council being left without one of its members because of his or her death or resignation, this member's Centre of origin shall appoint another personality as soon as possible.

B. Functions

B. Functions

- 1 The Executive Council shall be responsible for the execution of the program adopted by the Congress.
- 2 The Executive Council shall elect its Board for the period between two Congresses from amongst its members at its first session.
- 3 The President of the International Theatre Institute is empowered to represent the ITI officially upon all occasions. The Presi-

dent shall convene and preside over meetings of the Congress, the Executive Council and the Executive Board. The President is the legal representative of the Institute in all juridical and administrative matters.

- 4 The Executive Council elects its President and Vice-Presidents in its first session after the election of the Council during the ITI World Congress.
- 5 The President and Vice-Presidents are elected for one term by the Executive Council, renewable once. After the end of their last term, the President and Vice-Presidents may remain in the Executive Council if elected as members by the General Assembly (This does not preclude a Vice-president for two consecutive terms from becoming a President).
- 6 The newly elected Executive Council is responsible for the International Theatre Institute from the closing of the Congress until the closing of the following Congress. Between the announcement of the election results and the closing of the Congress, the new Executive Council shall be able only to designate the Executive Board. The work of the Congress shall be the responsibility of the out-going Executive Council.

C. Meetings

C. Meetings

- 1 The Executive Council shall meet during the Congress, and, in ordinary session, at least three times between each Congress. It may meet in extraordinary session, after con-vocation by its Chairman or at the request of one third of its members.
- 2 An ordinary session shall take place during the Congress. At this session the Executive Council shall designate its office-bearers.

The first two ordinary sessions of the Executive Council shall take place during each of the two years following the Congress and a third meeting shall be held between 6 and 3 months before the next Congress.

- 3 The Chairman, in the name of the Executive Committee, is empowered to address the Congress on the state of the Institute.

Article VI - Executive Board

Article VI Executive Board A. Composition

A. Composition

The board is composed of a President, two Vice-Presidents, a secretary, a treasurer and two members. The Director General is a member ex-officio.

B. Functions

B. Functions

- 1 The Executive Board is charged with the administrative and financial management of the Institute between Executive Council meetings.
- 2 Each member of the Executive Board shall be charged with responsibility for specific administrative duties, one of these being financial matters.

C. Meetings

C. Meetings

The Executive Board meets between meetings of the Executive Council and whenever considered suitable and convened by the President. It gives an account of its deliberations to the following meeting of the Executive Council.

Article VII Regional Offices

Article VII – Regional Offices

- 1 The Congress may promote the creation of Regional Offices composed of the ITI centres belonging to a specific geographical area.
- 2 These regional Offices shall have for their object the study of the means to encourage the development of the performing arts and their execution, account being taken of problems peculiar to their territory.
- 3 The creation of the Regional Offices must be approved by the Congress, whose duty it will be to ensure that these regional organizations act as a support to the work of the ITI and do not jeopardize international unity.

Article VIII - Committees

Article VIII – Committees

- 1 In order to study in depth certain matters in the specialised field of the theatre, the Institute may set up Programme Committees which have their respective projects of activities in line with the ITI Charter. The Congress can put an end to the existence of these committees.
- 2 The Congress or the Executive Council may appoint committees for the purpose of examining important problems.

Article IX – Secretariat

A. Composition

- 1 The secretariat shall consist of a Director General and such staff as may be required.
- 2 The Director General shall be appointed by the Executive Council, ordinarily for a renewable period of 4 years, and his or her appointment shall be approved by the Congress. The conditions of his or her appointment shall be specified in a contract between the President of the Institute and the Director General.

B. Functions

- 1 The Director General is responsible to the Executive Council and the Executive Board for carrying out the instructions they have given him or her as well as for any initiatives he or she may be called to take, between meetings of the Executive Council and the Executive Board.

The Director General shall be responsible for the appointment and dismissal of the personnel of the secretariat.

- 2 The responsibilities of the Director General are exclusively international in nature. In the discharge of his or her duties, he or she shall not seek or receive instructions from any centre, nor from any authority external to the Institute. Each centre of the Institute undertakes to respect the international character of the duties of the Director General and not to seek to influence him or her in the discharge of his duties.
- 3 The Director General directed by the Executive Council, submits to the Congress the report on the Institute's activity since the preceding Congress. This report is approved by the Executive Council prior to the Congress and submitted to the latter's plenary session for ratification

Article X – Finance

- 1 The Congress shall approve a budget for the period between two Congresses and apportion financial responsibility among the centres.
- 2 The Institute may create a Travel fund in order to facilitate participation of representatives from distant countries in the ITI meetings and events.

Article IX – Secretariat

A. Composition

B. Functions

Article X – Finance

- 3 The resources of the organization include:
 - a. Membership dues.
 - b. Funds from UNESCO, European Union, governmental and non-governmental organizations, with approval of the Executive Council.
 - c. Donations or sponsorship from private organizations and individuals, with the approval of the Executive Council.
 - d. The Institute may raise loans, with the approval of the Executive Council.
 - e. The accounting will be kept up to date with an annual report, an audit and an annex, according to the French ruling of February 16th, 1999, regarding the establishment of annual accounts of associations and foundations.

Article XI - Amendments

Article XI – Amendments

- 1 Proposals for amendments to this Charter shall become effective upon receiving the approval of the International Theatre Congress by a two-thirds' majority.
- 2 The text of proposed amendments shall be sent to the centres at least two months in advance of the next meeting of the Congress at which they are to be proposed. Any such proposals by individual centres shall be sent to the Director General at least three months in advance.

Article XII Period of Function

Article XII – Period of Function

- 1 The Institute's duration is unlimited.
- 2 The Institute will cease to function if, at any time, three fourths of the total number of Centres so express their desire in writing to the Director General. In this event, the Executive Council shall be authorized to declare the Institute dissolved.

The ITI Charter, prepared and drawn up by the Expert Committee which met at Unesco from 28 July to 1 August 1947, was adopted during the Statutory Congress in Prague in June 1948. It was modified at the Vienna Congress (1961), the New York Congress (1967), the London Congress (1971), the Moscow Congress (1973), the Stockholm Congress (1977), the Madrid Congress (1981), the Havana Congress (1987), the Istanbul Congress (1991), the Munich Congress (1993), the Caracas Congress (1995), the Seoul Congress (1997) and the Marseilles Congress (2000)

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World Organization for the Performing Arts

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