



ASSITEJ

Association Internationale du Théâtre pour l'Enfance
et la Jeunesse

International Association of Theatre for Children
and Young People

CONSTITUTION

Approved by the Online General Assembly of ASSITEJ at the 20th ASSITEJ World Congress in Japan & Online, March 2021

Article 1 - Preamble

Article 1.1 Name

Since the theatrical art is a universal expression of humanity and possesses the influence and power to link large groups of the world's people and considering the role that theatre and the performing arts can play in arts education of young generations, an autonomous international organization has been formed which bears the name of the International Association of Theatre for Children and Young People. The Association shall be known by the acronym ASSITEJ (Association Internationale du Theatre pour l' Enfance et la Jeunesse).

Article 1.2 - Mission

1.2.1 ASSITEJ recognizes the essential right of all children and young people to enrichment through the arts and their own cultural traditions, especially theatre culture. Theatre in particular, and the performing arts in general, respects its young audiences by presenting their hopes, dreams, and fears; it develops and deepens experience, intelligence, emotion, and imagination; it inspires ethical choices; it increases awareness of social relationships; it encourages self-esteem, tolerance, confidence, and the free expression of opinions. Above all, it helps future generations find their place and voice in society.

To this end, ASSITEJ endorses Article 31 of the 1989 United Nations' Convention of the Rights of the Child that affirms the right of children to leisure time and the enjoyment of arts and cultural activities. It shares common values with UNESCO's Cultural Policy, calling for the rights of children and young people to cultural participation and activity. It holds with the belief of the 2005 UNESCO Convention about Cultural Diversity, that children and young people must be allowed a cultural identity and to be visible everywhere in society.

ASSITEJ is an advocate for the promotion of theatre and performing arts for young audiences in principle and practice. It calls on all national and international organizations that recognize the potential of children and young people and their capacity to contribute to the development of society to recognize and support this constitution.

1.2.2 ASSITEJ proposes to unite theatres, organizations and individuals throughout the world dedicated to theatre and the performing arts for children and young people.

1.2.3 ASSITEJ is dedicated to artistic, cultural, political and educational efforts and no act of the Association and its members may discriminate on the basis of age, gender, ethnicity, disability or ability, economic standing, sexual orientation, cultural identity, national origin, political or religious conviction.

1.2.4 ASSITEJ is committed to promoting the safety, participation and empowerment of all children and will support no action that intentionally harms children physically, sexually, emotionally, psychologically or culturally.

1.2.5 ASSITEJ advocates the representivity and inclusivity of the membership for itself and all its members, working to ensure that gatekeeping processes (controlling access to the association), are avoided internally and within its members (National Centers and Networks).

1.2.6 ASSITEJ promotes international exchange of knowledge and practice in theatre and the performing arts in order to increase creative co-operation and to deepen mutual understanding between all persons involved in the performing arts for young audiences.

1.2.7 ASSITEJ has non-profit and non-commercial aims.

Article 2 - Seat

2.1 The Seat of ASSITEJ is in Bologna, Italy.

2.2 The current law of the state in which the Association is resident or situated will apply in all instances not expressly provided for by the present statute, and the private law of that state will bind the Association.

2.3 The General Assembly is entitled to modify the seat of the Association, amending the Constitution as necessary in order for it to comply with the laws of the Country in which ASSITEJ has its seat.

2.4 The account and corporate books of the Association shall have to be filed with the seat of the Association.

Article 3 - Object

3.1 - Aims

Recognizing that children and young people make up a large part of the world's population and that they represent the future, the aims of the Association are:

3.1.1 To work for the rights of children and young people to artistic experiences especially designed and created for them.

3.1.2 To work for the recognition and acknowledgement of theatre and the performing arts for children and young people.

3.1.3 To work for improvement of the conditions of theatre and the performing arts for children and young people all over the world.

3.1.4 To improve the common knowledge of theatre and the performing arts for children and young people worldwide, thus drawing the attention of international and national authorities to the importance of taking children and young people and the artistic work created for them seriously.

3.1.5 To give people working with theatre and the performing arts for children and young people the opportunity to learn about the work of colleagues from other countries and cultures, thus enabling them to enrich theatre and the performing arts for children and young people in their own country.

3.1.6 To help to form in all countries, ASSITEJ centres and networks which function in accordance with the mission, constitution and policies of the Association. These centres and networks shall unite all theatres, organizations, and persons interested in theatre and the performing arts for children and young people.

3.1.7 To help to establish international artistic networks to explore different aspects of artistic work for children and young people, to increase the artistic competence of artists and to benefit them.

3.2 - Means and activities

The means of achieving these aims will be:

3.2.1. Organization, promotion and support of national, regional, and international programmes, congresses, conferences, festivals, study tours, exhibitions, and other activities.

3.2.2. Promotion and support of exchange of experiences between artists from all countries.

3.2.3. Encouragement of circulation and exchange of plays, texts, and other literature pertaining to theatre and the performing arts for children and young people.

3.2.4. Collection of material and documentation on theatre and the performing arts for children and young people.

3.2.5. Promotion of theatre and the performing arts for children and young people through all media.

3.2.6. Cooperation with other international organizations with related interests.

3.2.7. Introduction and support of proposals made by centres and networks in order to advance the work of theatre and the performing arts for children and young people to appropriate national and international authorities and agencies.

Article 4 - Members

ASSITEJ is created to facilitate the development of theatre in particular, and performing arts in general, for children and young people at the highest artistic level. No theatre, organization or individual can be refused admittance to membership of ASSITEJ on the basis of age, gender, ethnicity, disability or ability, economic standing, sexual orientation, cultural identity, national origin, or political or religious conviction.

4.1 Members of the Association are:

4.1.1. National centres representative of theatre and the performing arts for children and young people in their own countries;

4.1.2. Professional, international networks of theatres, organisations and persons who share a common artistic need or interest that serves the growth of theatre and the performing arts for children and young people;

4.1.3. Individual members (theatre companies, organisations, or persons) dedicated to theatre and the performing arts for children and young people, who are not able to participate in other forms of ASSITEJ membership.

4.2 Categories of membership:

4.2.1. Full membership

National Centres and Networks

4.2.2. Corresponding membership

Those National Centres and networks that are unable to meet the full criteria for membership, but can meet less stringent criteria as defined in Article 4.3.

A member can also choose the corresponding membership if its economic conditions do not allow it to fulfill the full membership.

4.2.3. Non-voting membership

Individual members (theatre companies, organizations or persons) dedicated to theatre and the performing arts for children and young people, who are not able to participate in other forms of ASSITEJ membership.

4.3 Definitions of members:

4.3.1 National Centres:

4.3.1.1 National Centres are networks of the theatre companies, organisations and persons working in that country in the field of theatre and the performing arts for children and young people.

4.3.1.2 Categories of membership within National Centres are:

4.3.1.2.1 Professional theatre companies or artists performing for children and young people.

4.3.1.2.2 Non-professional theatre companies or artists performing for children and young people.

4.3.1.2.3 Organizations, institutions, associations or persons actively engaged in the work of theatre and the performing arts for children and young people.

4.3.1.2.4 Supporting organizations, institutions, associations, or persons interested in theatre and the performing arts for children and young people.

4.3.1.3 Criteria for full or corresponding membership:

4.3.1.3.1 To qualify for full membership in the Association, a National Centre must be a network comprising of at least three (3) professional members (2.1), or five (5) members with at least two (2) professional members (2.1) and three (3) non-professional members (2.2).

4.3.1.3.2 To qualify for corresponding membership, a National Centre must be a network of theatre companies, organisations and persons, which does not achieve the above criteria.

4.3.2 Professional Networks

4.3.2.1 Professional networks are formal, international networks of theatre companies, organisations, and/or persons working in and supporting the field of theatre and the performing arts for children and young people.

4.3.2.2 Professional networks can be formed on the basis of common interests or needs related to the work of theatre and performing arts for children and young people

4.3.2.3 Criteria for full or corresponding membership:

4.3.2.3.1 To qualify for full membership in the Association, a professional network should be a global network which includes members from at least seven (7) countries from two (2) or more continents.

4.3.2.3.2 Those professional networks which do not meet the above criteria, but include members from a minimum of five (5) countries, may apply for corresponding membership.

4.3.3 Individual members:

4.3.3.1. Individual members are theatre companies, organizations or persons dedicated to theatre and the performing arts for young audiences, who are not able to participate in other forms of ASSITEJ membership.

4.3.3.2 Individual membership is a non-voting membership and needs to be renewed after every three year period.

4.3.3.3 Individual members are encouraged to work over time towards a change of status that will allow them voting rights in another capacity of membership

4.3.3.4 Individual members are strongly encouraged to actively cooperate with other members of ASSITEJ to embark on projects or programmes which advance the aims of the Association.

4.3.4 National Centres, particular conditions of membership

4.3.4.1 Additional memberships: Theatres or artists, living and operating in a particular country, may be members of more than one National Centre, provided they are first members of the National Centre of their country of residence, and that they meet the requirements of membership of both organisations.

4.3.4.2 Neighbour memberships: Theatres or artists operating in countries without National Centres and where there are no real possibilities to develop a National Centre in their country at this time, can apply to join a geographically nearby National Centre, who may accept them under a clear set of criteria to be determined by that National Centre.

4.3.5 Common criteria for membership:

No category of membership may participate provisionally in ASSITEJ.

Article 5 - Rights and Obligations

5.1 Full members

have the right to make proposals at constitutional meetings, to be elected to the Executive Committee, and to vote according to the rules detailed in Article 9.

5.2 Corresponding members

have the right to make proposals at constitutional meetings and to vote according to the rules detailed in Article 9. Corresponding members do not have the right to be elected to the Executive Committee.

5.3 Non-voting members

have the right to participate in the work of the Association, including giving proposals at constitutional meetings, but do not have the right to vote according to the rules detailed in Article 9. Additionally, non-voting members do not have the right to be elected to the Executive Committee.

5.4 All members, full, corresponding and non-voting

have the following obligations:

- * to work to achieve the aims defined by the Association,
- * to maintain its statutes,
- * to act upon the decisions made by the Association,
- * to pay their membership fees,
- * to keep the Secretary General informed of their activities on a regular basis,
- * to appoint a correspondent,
- * to provide a permanent address,
- * and to communicate to their members the information sent from the Secretary General's office.

5.5 All full and corresponding members

must use the acronym "ASSITEJ" either in the name of the centre or network, or in the description in the subtitle.

Article 6 - Application, Resignation, Suspension, Expulsion

6.1. Written applications for membership shall be addressed to the Secretary General. These applications will be considered, approved, or denied by the Executive Committee. In the case of a denial by the Executive Committee, the applicant may appeal to the next General Assembly.

6.2 Membership will become effective and will be recorded in the "Members Book" after the payment of the annual fee. Only after this effective admission, will the name of the member be included on any public listing of members.

6.3 If a prospective member knows that they are unable to pay the annual member fee for proven and objective conditions of economic difficulty, they must specify this in their application. They can request the Executive Committee to support their membership for the first year, in the spirit of solidarity, to be revised on an annual basis. In the absence of this explicit request, non-payment will result in the non-activation of the membership.

6.4 Independently of the fact that the new member has paid their membership fee or has requested solidarity support from the Executive Committee, at the end of the first year of membership, ASSITEJ and the new member commit themselves to verify the state of the associative relationship and of the functioning of the National Centre or the Network, thus allowing the activation of all those procedures that are necessary to support the member in its activities and in its social mission and to help it, at the same time, to meet fully its obligations to the Association as provided for by the Constitution.

6.5 Any member that wishes to resign from the Association should inform the Secretary General in writing. The resignation will take effect from 1st January in the following year.

6.6 The Executive Committee may decide, by a majority of two-thirds, on the rejection, suspension, or expulsion of any member whose work conflicts with the fundamental aims of this Association, or who has failed several times in one of the obligations mentioned in Article 5.4. Any centre which has been rejected, suspended, or expelled loses the right to use the name of "ASSITEJ".

6.7 Any rejected, suspended, or expelled member may appeal to the next General Assembly.

6.8 The membership fees cannot be transferred, in any case.

Article 7 - Income, Funds, Financial Year and Budget

7.1 This Association is financed from membership fees, as well as from subsidies or grants accepted by the Executive Committee, given its non-profit status.

7.2 This Association can also be financed with incomes derived by commercial activities of limited extent, addressed to members or third parties.

7.3 The financial year shall run from 1st January to 31st December every year. Within 4 months after the end of the financial year, the Treasurer shall prepare the “financial statements” to be submitted for approval to the Executive Committee. The financial statements need to be approved by the Executive Committee before the month of December of the year after the end of the accounting period.

Every time it meets, the General Assembly shall ratify the accounts for the period between one General Assembly and the next against the mission budget set at the previous General Assembly.

7.4 The **mission budget** has a guiding function and is not binding. Therefore, the Executive Committee, if it deems it appropriate, may modify it in order to facilitate the achievement of the objectives proposed by the Working Plan adopted by the General Assembly.

7.5 Membership fees, which are determined by the General Assembly, are due on 1st January of each year and must be sent to the Treasurer. Members who have not paid fees for the year in which the General Assembly is meeting, lose the right to vote in the General Assembly.

7.6 The Executive Committee can waive or reduce the annual fee for those members who might find themselves in heavy and documented economic distress. The Executive Committee may also identify and use other instruments such as Solidarity funds or Mutual fees to sustain the membership.

7.7 The net year profit and any additional funds shall comprise the Common Fund of the Association.

7.8 The Common Fund shall not be distributed among the Members, while the Association is still in place. Upon termination of the Association, the Common Fund shall be distributed as stated in Art. 13. While the Association is still valid, it is forbidden to distribute, even indirectly, profits or extra management funds, unless the destination and the distribution are established by law.

Article 8 - Structure

The governing body of this Association consists of:

1. The General Assembly
2. The Executive Committee

Article 9 - The General Assembly

9.1 Composition of the General Assembly

The General Assembly consists of delegations of all full and corresponding members.

9.2 Voting Rights of the General Assembly

9.2.1 A delegation from a centre or network with full membership has three (3) votes. A delegation from a centre or network with corresponding membership has one (1) vote.

9.2.2 All voting (whether in person or online) requires a voting commission to audit the vote and check its reliability. This commission will be appointed ahead of the General Assembly meeting and will operate according to a voting regulation as decided by them together with the Executive Committee.

9.2.3 Online voting can happen in two ways: for simple decision making (for example, the acceptance of an agenda), the voting can take place by a simple online poll; for more complex decisions, the online voting process will be permitted over a sufficient period of time to allow for participation in all time zones (i.e. not less than 24 hours). Online voting should use mechanisms where the security of the vote, the anonymity of the vote and the integrity of the vote cannot be called into question.

9.2.4 Voting by proxy is permitted, where this is required. A center or network wishing to transfer its proxy must do so in writing. A delegation from a national center or a network can hold a proxy for only one other member (whether national center or network). A full member (whether national center or network) can hold a proxy for any full or corresponding member (whether national center or network). A corresponding member (whether national center or network) can hold a proxy only for another corresponding member (whether national center or network).

9.2.5 Non-voting members are invited to participate in the work of the General Assembly. These members are encouraged to find ways to formally associate with others to become part of the voting membership of ASSITEJ.

9.3 Meetings of the General Assembly

9.3.1 The Association shall meet in the General Assembly at the World Congress at least once in every three calendar years, with the formal announcement of this meeting made at least six months in advance by the Secretary General upon instruction of the President. The General Assembly will decide on the location of the next General Assembly and World Congress, but if it should be unable to make a decision on this matter, or if a change of location should prove necessary, this decision will be left to the Executive Committee.

9.3.2 The Association may meet between two World Congresses. Members may propose an already existing event of international or regional significance for selection as an ASSITEJ Artistic Gathering. These event/s will be selected by the General Assembly.

9.3.3 A Special Meeting of the General Assembly may be called by the Secretary General three weeks in advance on the written and justified request of two-thirds of the members or at the discretion of the Executive Committee, in the case of an emergency or extraordinary circumstance.

9.3.4 While the physical meeting of the General Assembly is to be prioritised, access to meetings via technology should be made available for those unable to travel. All Meetings of the General Assembly may take place partially online (blended format) or fully online, using video conferencing, online voting and similar technology.

9.3.5 The seat of the Assembly shall be the one where the President is.

9.4 Functions of the General Assembly

9.4.1 The General Assembly has final control over the Constitution, and decides on any changes or amendments, thus including the ones about the seat of the Association (Art. 2.3) and connected provisions. Any member wishing to amend the Constitution must give notice in writing to the Secretary General at least three (3) months before the date of the meeting of the General Assembly. Any decision to amend the Constitution shall require a two-thirds majority.

9.4.2 The General Assembly establishes the broad outlines of the Association's policy.

9.4.3 The General Assembly shall ratify the "mission budget", in which the financial statements and the financial reports of the solar years between one General Assembly and the next are merged. They are presented and approved annually by the Executive Committee.

9.4.4 The General Assembly determines the membership fees and other charges to be levied on the members of the Association.

9.5 Functioning of the General Assembly

9.5.1 The President of this Association is by right President of the General Assembly. In the event of his or her absence, he or she will be replaced by a Vice-President, selected by vote of the Executive Committee, or, in the absence of all the Vice-Presidents, by a member of the Executive Committee elected for this purpose by the General Assembly.

9.5.2 All decisions, unless otherwise stated, are taken by simple majority vote. In the case of a tie, the President will cast the deciding vote. If two centres apply to host the next Congress, the host shall be the centre that receives the most votes. If more than two centres apply for hosting, and neither receives a majority, a second vote shall be taken between the two leading candidates, and the host shall be the centre that receives the most votes.

9.5.3 A meeting of the General Assembly can only be held if the delegates of at least one-third (1/3) of the full and corresponding members state in writing to the Secretary General their determination to be present and to participate, either in person (whether physically or online) or by proxy. This notification of attendance must be sent to the Secretary General three (3) months in advance of the meeting.

9.5.4 Quorum: The General Assembly can only make decisions if one-third (1/3) of the members participate either in person or by proxy.

9.6 Selections of bids

9.6.1 All bids for hosting ASSITEJ Artistic Gathering and World Congresses should be presented to the Secretary General three (3) months prior to the next General Assembly, for assessment by the Executive Committee. The Secretary General will receive bids for up to and including the next four (4) year period to ensure that there will be sufficient time for preparation of the ASSITEJ Artistic Gathering in the year following the next World Congress.

9.6.2 If no applications for the 4th year are received and voted upon by the General Assembly at the World Congress, the Executive Committee reserves the right to call for early applications one year prior to the World Congress which will be selected by the General Assembly through a special meeting using online voting or video conferencing. Should a Quorum for this meeting not be achieved, then the General Assembly gives the right to the Executive Committee to decide on the host for this ASSITEJ Artistic Gathering.

9.7 Honorary titles

The General Assembly, on the recommendation of the Executive Committee, can give the titles of Honorary President and Honorary Member for exceptional service to the Association. Both categories shall have a consultative voice, but no right to vote, and they cannot represent their country.

9.8 Elections for the Executive Committee

9.8.1 Elections for the Executive Committee of the Association are held at a meeting of the General Assembly at least once in every three (3) calendar years.

9.8.2 The General Assembly shall elect the President and Secretary General from those standing for the Executive Committee, in this order: the President is elected first and presides over the election of the Secretary General and representatives to the Executive Committee. Candidacies for the offices of the President and Secretary General should be sent in writing to the Secretary General, three months before the date of the General Assembly in order to circulate nominations to the members of ASSITEJ.

9.8.3 If no centre or network has presented candidates for these offices, the Executive Committee at its last meeting before the General Assembly shall recommend a candidate for each of the offices and inform all members of this recommendation.

9.8.4 The General Assembly shall elect the members of the Executive Committee as representatives of the centres or networks with full membership. Each centre or network with full membership may have only one representative on the Executive Committee. Each full member, on its own behalf, should send to the Secretary General, in writing, the name of its candidate three months before the date of the meeting of the General Assembly in order to circulate nominations to the members of ASSITEJ.

9.8.5 Each elected Executive Committee member must come from a different country, with the exception of two members only, provided that one has been proposed by a national centre and one by a network.

9.8.6 In this case two candidates from the same country may be admitted, provided that both make the minimum number of votes (50% of the votes).

9.8.7 The number of network positions in the Executive Committee cannot exceed the number calculated as a proportional number of network members voting as opposed to national centre members voting.

9.8.8 From amongst the members of the Executive Committee, the General Assembly shall elect the Vice-Presidents and Treasurer, who shall be nominated in a meeting of the new Executive Committee. They shall be elected in their personal capacity.

9.8.9 The officers and members of the Executive Committee shall be chosen to represent as fairly as possible the interests of the organization and the diversity of all the centres and networks, taking into account such factors as geography, ethnic origin, gender, aesthetics and cultural identity. They should also reflect strengths that serve the concerns and priorities of the working plan for the elected term.

9.9 The Agenda for the General Assembly

9.9.1 The agenda, with its enclosures, and candidates for the President, the Secretary General, the Executive Committee, and all bids (as in article 9.6) for the next four (4) year period, should be sent from the General Secretariat to all centres no later than two (2) months in advance of the General Assembly.

9.9.2 Only those items which are set down on the agenda may be voted upon in the General Assembly.

Article 10 - The Executive Committee

10.1 Composition of the Executive Committee

10.1.1 The Executive Committee is composed of a maximum of fifteen (15) members having the right to vote, including the President, three (3) Vice-Presidents, the Secretary General and the Treasurer.

10.1.2 In the event of the death or resignation of a member of the Executive Committee, the Executive Committee shall authorize the centre or network which nominated the member to appoint a deputy for the remaining period of the term of office. The exceptions are: in the case of the President, where the replacement shall be from amongst the Vice-Presidents; and in the case of one of the Vice Presidents, where the Executive Committee is authorized either to leave the office vacant or, if it judges it necessary, to elect a replacement from amongst its own members. In the case of the death or resignation of the Secretary General, the Executive Committee will appoint a suitable person to the office in an acting capacity, until the next General Assembly.

10.1.3 The Executive Committee has the right to co-opt persons as members of the Executive Committee. These persons will have full voting rights.

10.1.4 The Executive Committee also has the right to appoint Counsellors for the period of its mandate, who may attend, without voting rights, meetings of the Executive Committee during their time in office. Counsellors may come from a country already represented in the Executive Committee.

10.1.5 Any member who cannot attend a meeting of the Executive Committee can be replaced only by a permanent deputy nominated by his or her centre or network for the duration of his or her term of office. The Secretary General must be notified of the deputy's name as soon as possible after the General Assembly. This permanent deputy is able to exercise a proxy vote on behalf of the existing Executive Committee member for the duration of the meeting, in order to let him or her participate fully.

10.2 Meetings of the Executive Committee

10.2.1 A meeting of the Executive Committee may be held only if at least half (1/2) of the members express to the Secretary General their determination to be present and participate, either in person or represented by a deputy. The presence of half (1/2) of the members shall constitute a quorum.

10.2.2 The Executive Committee will meet at least once each calendar year; the Committee will decide by majority vote if it is necessary to hold additional meetings, and will choose the places and dates of such meetings. The committee must be notified three (3) months in advance for physical meetings and two (2) weeks in advance for online meetings. Meetings will be called by the Secretary General at the request of the President.

10.2.3 In addition to full meetings of the Executive Committee, smaller working group meetings may be called, either physically where this is convenient, or online.

10.2.4 Due to the international nature of the Association, the members of the Executive Committee are allowed to participate in meetings by means of video-conferencing or similar technology. The seat of the meeting shall be the one where the President is.

10.3 Functioning of the Executive Committee

10.3.1 The Executive Committee may decide upon urgent matters by correspondence if it proves impossible to hold a special meeting. In this case the Secretary General, by agreement with the President, shall send to each member of the Executive Committee a questionnaire, to which each member will reply in writing. Decisions will be made by a two-thirds (2/3) majority vote. The decisions will come before the Executive Committee at their next meeting for ratification. The replies will be placed in the records of the Association where they will be available for examination by members of the General Assembly.

10.3.2 Each member of the Executive Committee possesses one vote, which he or she may use in person, unless delegated to his or her permanent deputy.

10.3.3 The President of the Association is also Chairperson of the meetings of the Executive Committee. In the event of the President's absence, he or she

will be replaced by a Vice-President, selected by vote of the Executive Committee, or if all the Vice-Presidents are absent, by a member elected for this purpose by the Executive Committee to chair the meeting.

10.3.4 All motions are carried by a simple majority vote, except decisions taken by correspondence or regarding Article 6.3.

10.3.5 The Chairperson of the meeting has the right to vote as a member of the committee. If a majority decision cannot be established by this means, the Chairperson may cast a second, deciding vote.

10.3.6 The Executive Committee will submit a working plan of activities to the General Assembly. It manages the affairs of the Association between the meetings of the General Assembly and carries out the decisions of the General Assembly. The Executive Committee will remain in office for the period between one General Assembly and the next, which will be three years or thereabouts, at which time its members shall be eligible for re-election.

10.3.7 The Executive Committee will accept or reject new applications for membership made to the Secretary General. A rejection may be appealed by the applicant at the next General Assembly.

10.3.8 The Executive Committee will give guidance to parties submitting bids for ASSITEJ Artistic Gatherings/the World Congress, in order to give them the opportunity to strengthen their bids prior to the next General Assembly. The Executive Committee has the right to not take into consideration any proposals, which do not meet the requirements described in the bid document.

10.3.9 The budget is administered by the Executive Committee according to a working plan established by the General Assembly.

10.3.10 In accordance with the Executive Committee's decision, the Treasurer has responsibility over the budget and the administration of the Association.

10.3.11 In order to comply with the laws of the Country where the Association has its seat, the management of accounting and corporate books shall be carried out by the Treasurer only in the case where they are residing in the Town where ASSITEJ has its seat; otherwise, the Executive Committee shall nominate an Accountant (person or company) residing in the Town where ASSITEJ has its seat and determine duties, powers and any reimbursement. The Treasurer shall be responsible for reviewing the conduct of the Accountant in order to check that all deeds fully comply with the interests of the Association (see also Art. 11.5.9).

10.3.12 The Executive Committee is required to audit the accountings of the Association. This can take place through an internal audit from a recognized member of the Association. The Executive Committee is also entitled to request an external Audit of the accountings of the Association should this be required.

10.3.13 The Executive Committee may take initiative in matters not anticipated by the General Assembly, provided that these matters are in keeping with the mission and aims of this Association, and provided that the Executive Committee takes the first opportunity to report on these matters to the members.

Article 11 - The Officers

The Officers of this Association are as follows:

- The President
- Three Vice-Presidents
- The Secretary General
- The Treasurer.

11.1 The Officers are charged with specific functions in carrying out the Association's program and submitting reports to the Executive Committee.

11.2 The President shall:

11.2.1 Preside over all General Assemblies, Special and Executive Committee meetings;

11.2.2 Work towards the realisation of the aims of ASSITEJ, as determined by the General Assembly, through implementing the policies of the Association, and proposing projects and practices to accomplish these;

11.2.3 Lead and manage the activities of the Association through motivating and directing the work of the Executive Committee, in alignment with the working plan as adopted by the General Assembly;

11.2.4 Work to ensure that ASSITEJ maintains and develops international and regional contacts through networking, and actively seeks out opportunities that will serve the members of the Association;

11.2.5 Work to ensure that ASSITEJ develops and maintains relationships with relevant stakeholders in theatre and the performing arts, education and children/youth affairs, for the good of the Association;

11.2.6 Propose fundraising strategies, and together with the Executive Committee, work towards the financial and organisational sustainability of the Association;

11.2.7 Communicate the vision of the Association to members, interested parties, the media and the broader public;

11.2.8 Represent the Association at regional or international meetings, or delegate an Officer or member of the Executive Committee to do so on his/her behalf;

11.2.9 Sign or countersign cheques, correspondence, applications, reports, contracts and other documents on behalf of the Association, being entitled to delegate some of these functions, totally or partially, to the Treasurer or Accountant, with explicit mandate of the Executive Committee.

11.2.10 During voting procedures, take the deciding vote in the event of a tie, when decisions cannot be taken by simple majority.

11.3 The Vice Presidents shall:

11.3.1 Assume, separately, the duties of the President, if the latter is not available or act on his/her behalf as a representative of the Association at his/her request;

11.3.2 Actively assist the President in realising the aims of the Association through concrete planning and actions;

11.3.3 Serve as Chairs of Working groups within the Executive Committee, when required to do so;

11.3.4 Lead projects on behalf of the Association;

11.3.5 Represent the Association at international or regional meetings or events;

11.3.6 Advocate for the realization of the Mission and Aims of the Association in their own regional contexts, and internationally, where appropriate.

11.4 The Secretary-General shall

11.4.1 Administer all procedures around membership of the Association including applications, resignations, suspensions or expulsions, as determined by the Executive Committee;

11.4.2 Actively recruit new members to the Association;

11.4.3 Call meetings of the Association (including General Assemblies and Executive Committee meetings) in consultation with the President;

11.4.4 Ensure that a sufficient quorum of members is present at all meetings for purposes of decisions taken being carried;

11.4.5 Compile an agenda for each meeting in consultation with the President, and organize the distribution thereof, and of the minutes of previous meetings to the members for approval;

11.4.6 Organise the events within the meeting, together with the Hosts of the event, to ensure that there is smooth running of these;

11.4.7 Record all proceedings (especially, decisions) of the meetings of ASSITEJ and ensure that they are appropriately stored and made available to members of the Association;

11.4.8 Submit reports on the activities and work of ASSITEJ at all Executive Committee meetings, as well as at the General Assembly;

11.4.9 Represent the Association locally, regionally and internationally, when able and/or required to do so;

11.4.10 Communicate with the members of ASSITEJ on a regular basis about the news of the Association and its members, as well as about ASSITEJ projects, meetings, festivals and events;

11.4.11 Administer the communication tools of the Association, including but not limited to, the website, the database, the newsletter and all social media;

11.4.12 Organise and monitor the activities and projects coming out of the working plan, together with the President and Working Group Chairs;

11.4.13 Supply the ASSITEJ International Archives with all examples of ASSITEJ publications, materials and relevant objects of significance;

11.4.14 Market the publications of ASSITEJ to the broader community, including the members and interested stakeholders;

11.4.15 Submit to the General Assembly on behalf of the Executive Committee, the working plan which is suggested for the next three year term of office.

11.5 The Treasurer shall

11.5.1 Oversee the administration of the ASSITEJ finances and bank accounts, including all income and expenditure;

11.5.2 Communicate with those either making payment (through sending invoices and receipts) or receiving payment from ASSITEJ;

11.5.3 Keep members updated as to their status within the Association, as this relates to their payment of their annual membership fees;

11.5.4 Prepare the annual financial statements, to be submitted to the Executive Committee for approval, and the mission budget for the General Assembly, also preparing any interim financial reports, if required to do so;

11.5.5 With the President, sign off on all audits of financial account;

11.5.6 Advise the Executive Committee on budgeting and financial strategy;

11.5.7 Prepare financial reports of ASSITEJ projects for funders or stakeholders, when applicable;

11.5.8 Protect the Association's financial assets;

11.5.9 Should some of the functions be delegated, in whole or in part, to the Accountant with explicit mandate of the Executive Committee, the Treasurer shall have the obligation and the responsibility to review the work of the Accountant in order to ensure that each act is fully compliant with the interests of the Association, also having the right to request an external audit.

11.6 In case of any urgent matters not foreseen by the Executive Committee, the Officers are given the right to act at their discretion and will take the first opportunity to report on these matters to the Executive Committee.

Article 12 - Languages

12.1 Working languages at the General Assembly will be the language of the host country, English, and at least one other language as determined by the Executive Committee according to the needs of the meeting. On the occasion of international events, the working languages will be the language of the host country and English, with the option of one more language according to need.

When the host country is English-speaking, it must provide at least two other languages for the General Assembly. For other international events, at least one other language must be provided, if so determined by the Executive Committee, according to the needs of the event.

12.2 The working language of the Association for written communication will be English.

12.3 If the seat of the association is held in a country where English is not the language of communication, all essential official documentation will be translated into the language of the seat, as required by the laws of that country.

12.4 The Association will make every effort to be inclusive of non-English speakers in all communication and activities, wherever possible.

Article 13 - Duration

13.1 This Association is created for an unlimited period.

13.2 This Association shall cease to function when, for any reason, three-fourths (3/4) of the members, on the basis of their number of votes, shall express in writing to the Secretary General the desire to dissolve the Association. In this event, the Executive Committee shall be authorized to declare the Association dissolved, and any funds remaining in the Association's accounts will be given to international organizations pursuing similar aims or made available for public benefit according to the laws of the Country in which the Association has its seat.

Article 14 - Constitutional amendments

All amendments or changes to the constitution shall come into force at the moment of their approval by a General Assembly.

Latest amendments adopted by the General Assembly in Tokyo, Japan, March 26 2021

Definitions:

General Assembly (GA) consists of attending delegations of all members from centres and networks, as well as non-voting individual members, and gathers every three years at a World Congress - Art. 8 & 9

Executive Committee (EC) elected directly by the General Assembly - Art. 8 and Art. 9.8.1

President (officer) elected directly by the General Assembly - Art. 9.8.2

Secretary General (officer) elected directly by the General Assembly - Art. 9.8.2

Treasurer (officer) elected by the General Assembly on the recommendation of EC, from amongst members of EC Art. 9.8.5

Vice-presidents (officers) elected by the General Assembly on the recommendation of EC, from amongst members of EC - Art. 9.8.5

Co-opted (full) member of EC, appointed by EC for the period of its mandate- Art. 10.1.3

Counsellor, a person appointed by EC for the period of its mandate, without voting rights - Art. 10.1.3

Deputy (for an EC-member) nominated by the EC-member's Centre or Network for the duration of the mandate of the EC - Art. 10.1.4

Honorary President, title awarded by General Assembly on the recommendation of EC - Art. 9.7

Honorary Member, title awarded by General Assembly on the recommendation of EC - Art. 9.7

Accountant: a person or company residing in the seat of the Association, assuming certain duties, powers and receiving reimbursement for the management of accounting and corporate books. Art. 10.3.11 - 11.5.9

Auditor: An accredited financial officer appointed by the EC to review, check and ratify the annual financial statements of the Association- Art. 10.3.12

International Events are, for example, Artistic Gatherings, international festivals, conferences, seminars, workshops, forums, and other activities, which take place officially in the name of ASSITEJ, apart from the General Assembly.

An ASSITEJ World Congress and Performing Arts Festival is a meeting of the General Assembly taking place at least once every three years, which includes both the business of the association and artistic exchange, and requires a quorum - Art. 9.3.1

An ASSITEJ Artistic Gathering is an international event where the Executive Committee is present and where all members of ASSITEJ are invited to attend, on a non-compulsory basis. It is primarily an artistic meeting of the organisation and occurs between World Congresses - Art. 9.3.2

Application: the act of applying for membership as a Full, Corresponding or Non-voting member

Rejection: when the application for membership is not accepted by the Executive Committee of ASSITEJ for some specific reason of not meeting the criteria for membership

Non-activation: When the application for membership is not accompanied by communication around payment of the membership fees, and these fees are not paid, in order to activate the membership

Resignation: When a member of ASSITEJ elects to leave the Association for reasons of their own

Suspension: When the membership of ASSITEJ by a Full, Corresponding or Non-voting member is put on hold for a defined period of time in order for that member to meet certain criteria identified by the EC related to the obligations of membership.

Expulsion: When the Full, Corresponding or Non-voting member will no longer be considered part of the association, due to non-compliance with one or more of the obligations of membership. Reasons for expulsion include but are not limited to: non-payment of fees for three or more years; non-communication and non-responsiveness; exclusivity, lack of representivity or gate-keeping activity; refusal to adhere to the constitution of ASSITEJ; bringing ASSITEJ into disrepute.

Solidarity funds: Contributions that are made by members, on top of their annual fee, towards a fund that supports another member in the payment of their fees, so that they can remain as voting members. The member who is seeking assistance from the solidarity Fund, makes an application to ASSITEJ.

Mutual fees: One National Centre pays for another National Centre's membership to ensure their ongoing engagement.

Online meetings: Meetings which use technology for audio and/or video conferencing (e.g. Zoom, Skype, WhatsApp, other forms of video conferencing) to facilitate the meeting. All efforts should be made to ensure equity of participation in meetings, so that members are not disadvantaged by lack of access to technology.