



## **INTERNATIONAL TECHNICAL COMMITTEE FOR THE REGULATION OF FOLKLORE**

### **I – Administrative Measures of a General Nature**

#### **Article 1 Introduction**

An International Technical Committee for Folklore is established on April 11, 2000, within the framework of FISAIC and placed under its responsibility. This committee shall ensure the proper progress and organization of international folklore performances.

Its operation is structured around two bodies for dialogue and decision-making: the Conference of Delegates and the Technical Committee.

The following articles aim to define the composition and role of each of these two bodies.

#### **Article 2 The Conference of Delegates**

##### ***2-1 Composition***

It consists of delegates appointed to represent their national association at FISAIC folklore festivals, with two delegates per country.

##### **2-2 Meetings**

The Conference of Delegates must meet on the occasion of each festival, upon invitation by the President of the Technical Committee, who prepares the agenda and drafts the report.

The invitation, accompanied by the agenda, must be sent to member countries at least two months before the date of the conference.

##### **2-3 Questions**

National associations must send to the President of the Committee the questions they wish to be discussed during the conference at least six months before the date of the FISAIC folklore festival.



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## **2-4 Decisions**

Decisions are taken by simple majority of the delegates; each member country has one vote. In the event of a tie, the President's vote prevails.

## **2-5 The Conference of Delegates:**

- examines the items included on the agenda,
- makes amendments to the regulations of the folklore festivals if necessary,
- elects the members of the Technical Committee. These members must first obtain the consent of their national association before submitting their candidacy.

## **Article 3 The Technical Committee**

### ***3-1 Composition***

The Technical Committee consists of one President and five members drawn from the Conference of Delegates and belonging to different national associations.

### ***3-2 Representatives***

Representatives of national associations who are candidates for election to the committee are elected in their personal capacity. This election takes place on the occasion of each Harmony Festival. Their mandate is renewable.

### ***3-3 Presidency***

The President of the Committee is elected by the Conference of Delegates on the occasion of each Harmony Festival. The term of office is renewable.

### ***3-4 Meetings***

As far as possible, the committee meets once between two festivals and at least six months before each festival in the host country, in order to:

- prepare the work of the Conference of Delegates
- review the organization of the upcoming festival
- examine current matters



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The accommodation expenses of the delegates attending this meeting are included in the overall cost of the event and shared among all participants. Organizers of national associations are invited to take this specific aspect into account when determining the overall budget of the event. If another meeting is necessary between two festivals, the expenses of this meeting are covered by FISAIC, with financial participation limited to a maximum of one overnight stay per delegate.

### ***3-5 Secretariat***

The Secretary of the Committee operates under the responsibility of the President. A copy of the reports is sent to the General Secretariat of FISAIC, which forwards them to the group of member countries and files them accordingly.

### ***3-6 Amendment of the Regulations***

When the Conference of Delegates decides to amend the Committee's regulations, the national association holding the presidency ensures that the document is amended and sent electronically to the FISAIC Secretariat, which distributes it to the member countries and archives it.

## **II – Regulations Concerning the Organization of International Events**

### **I – The Organizer**

Folklore festivals are generally held every three years under the auspices of FISAIC (International Federation of Artistic and Intellectual Associations of Railway Workers).

A national member of the Federation undertakes the organization of the festival following the decision of the FISAIC General Assembly.

### **II – Nature of the Festivals**

Folklore festivals must not be regarded as competitions, but rather as privileged opportunities:

- to strengthen ties between National Associations and the groups representing them through traditional costumes of each country, presentations of dances, music, and traditional songs that serve as a showcase of the culture of the represented Association;



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- to promote cooperation and cultural exchanges between groups of the host country and the various participating groups, particularly during a friendly and shared evening gathering bringing together all participants.

### **III – Conditions of Participation**

Members of FISAIC — all national associations — shall be invited to participate in the folklore festival with one group per country. However, the host country organizer may welcome several groups per country depending on reception and organizational capacity.

The invitation must be sent to national associations at least twelve months before the festival date (Appendix No. 1).

Final registration of a group must be made by the national association at least eight months before the festival date (Appendix No. 2).

Final registration must be accompanied by proof of bank transfer to the organizing association (the transfer includes accommodation costs + transfer fees). If cancellation is announced later than one month before the festival, no refund can be expected.

The registration must also include a technical information sheet, the program, and the group's requirements (Appendix No. 3).

### **IV – Performance Production Conditions**

The committee settles with the organizer, during the preliminary meeting before the festival, all technical matters relating to performances (see Article 3.4 of Chapter I).

The stage surface must not be smaller than 80 m<sup>2</sup> (8 m × 10 m).

Up to 8 groups: each group has fifteen (15) minutes on stage to present its dances, songs, and traditional music.

If there are more than 8 groups, each participating Association has fifteen (15) minutes at its disposal.



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If an Association is represented by several groups, the fifteen (15) minutes must be shared among those groups.

Each group must be given sufficient time to familiarize itself with the venue. The schedule with the order of appearance must be given to the representative of each group.

At the request of the host organizer, an outdoor performance may be arranged, except in case of rain, in order to protect instruments and costumes.

The host country organizer must provide participants with the necessary equipment for performances.

### **V – Accommodation**

Accommodation may be provided: with local families, in hotels, hostels, secondary schools, etc., with the minimum possible comfort. As far as possible, the national association organizer should offer accommodation at affordable rates so that member countries of FISAIC may participate.

In all cases, individual sleeping space must be provided for bus drivers.

### **VI – Guarantees**

#### **a) Host Country Organizer**

The host organizer must ensure all necessary insurance coverage required for holding the festival.

#### **b) Groups**

Each group must have repatriation insurance and arrange any documents authorizing medical care or hospitalization, as well as social security coverage for the host country organizer. Copies of documents must be attached to the registration form (Appendix 2).

### **VII - Promotion**

All necessary publicity measures shall be implemented in accordance with the means available to the organizer (press, posters, radio, television, etc.).



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### **VIII – Customs and Police Formalities**

Invited groups must comply with the rules in force in the organizing country or countries crossed.

### **IX – Souvenirs**

The exchange of gifts within the traditional groups shall seal the friendship and cultural ties between the represented National Associations.



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des Sociétés Artistique et Intellectuelles de cheminots  
(FISAIC)**

**APPENDIX No 1**

**INTERNATIONAL FOLKLORE FESTIVAL  
REGISTRATION FORM**

to be sent to the National Unions of member countries

This form must include:

- The name of the organizing country
- The location and dates
- Contact details

Name : ..... Last Name : .....

Address : .....  
.....  
.....

Country : .....

 : .....

E-mail : .....

In addition, it must include the registration conditions other than those provided for in the regulations of the International Technical Commission (the cost for participants and accompanying persons).



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APPENDIX No 2

## INTERNATIONAL FOLKLORE FESTIVAL

*Country - City - Date*

### REGISTRATION FORM

To be returned

Before ..... without delay

1. Country : .....

2. Name of the group : .....

.....

3. Address : .....

.....

.....

☎ : .....

E-mail : .....

4. Nature of the group (folklore, choir, danse) : .....

5. Presentation of the group with color photos + program

6. Number of participants : .....

Couples : ..... Male : ..... Female : .....

Drivers : ..... Male : ..... Female : .....

7. Number of accompanying persons : .....

Couples: ..... Male : ..... Female : .....

8. Date and time of arrival : .....

9. Date and time of departure : .....

10. Modes of transport : .....

Date : ..... Signature : .....



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APPENDIX No 3

**INTERNATIONAL FOLKLORE FESTIVAL**

*Country - City - Date*

**REGISTRATION FORM**

To be returned

Must be submitted with the final registration form

1. Country : .....

2. Group name : .....

.....

3. Address : .....

.....

.....

☎ : .....

E-mail : .....

**Needs**

❶ Sound system YES / NO - Number of microphones: Fixed: ..... Portable: .....

❷ Special lighting YES / NO

Colours: .....

**Style:** Follow spot: YES / NO Colours: .....

Number: .....

Nombre Fixe: YES / NO Colours: .....

❸ **Table** : YES / NO Number: .....

**Chairs** : YES / NO Number: .....

❹ Number of purple lights: ..... - Lighting for sheet music on stage : YES / NO

Signature of the person in charge : .....