

CHOIR





Fédération Internationale des Sociétés Artistiques et Intellectuelles de Cheminots

Regulations for the activities of choirs within the FISAIC and the carrying-out of international choir festival

01 Preamble

Activities within the FISAIC are to be carried out on the basis of the statutes and the additional internal guidelines of the FISAIC.

Exhibitions, congresses and festivals are planned in order to promote the international and cultural exchange of certain interest groups.

Choirs practice their international exchange in forms of choir festivals.

Choir festivals do not have the character of competitions. They serve as a tool to promote friendships and international connections as well as they support the cultural and artistic exchange of experiences.

Whereas choir festivals guarantee the participation of all national associations, bilateral as well as multilateral events are welcome.

02 The Council of Delegates

Responsibilities

The council of delegates leads a discussion about important questions and issues, decides on submitted proposals and elects the Technical Commission.

Structuring of the Council

The council of delegates includes 2 representatives (chairman or chairwoman and choirmaster) of each national association participating in the festival. The members of the Technical Commission participate in the meeting and act in an advisory capacity.

Meeting of the council

The official president of the Technical Commission chairs the meeting of the council. The council of delegates, convened by the president, meets on the occasion of the festival. The members have to receive the invitation as well as the daily agenda at least two months before the meeting.

Proposals

The president of the Technical Commission has to receive the proposals to be discussed on the meeting of the delegates at least 6 months before the choir festival.

Decisions

The delegates decide on the proposals on the basis of a simple majority. Each national association has one single vote. The president of the meeting has the deciding vote.

Protocol

The president has the responsibility to prepare a protocol of the meeting. The general secretary of the FISAIC has to receive a copy of this document.

03 Technical Commission

Principles

The regulations of the FISAIC provide for the activities of international technical commissions according to individual interest groups. The commission's principle is it to promote the artistic as well as the organizational activities of certain fields. The Technical Commissions of the FISAIC ought to do their best in order to improve the quality of international events. Furthermore, the Technical Commissions shall have the position of an advisor concerning important questions about current events.

Structuring of the Technical Commission

The Technical Commission „Choirs“, including 4 national associations who are strongly represented in memberships, elects the president of the Commission and from case to case the representative of the national association organizing the next choir festival from their midst.

Meetings

The Technical Commission meets once a year. If the subject of the meeting is to be an upcoming festival, the location of the meeting shall be the country of the organizer (place of the event). Since the year preceding a demonstration, the representative of the country promoter must be invited to the session of the technical commission. The last country promoter must be invited to the meeting according to the festival in view of a balance sheet.

Protocol

The general secretary of the FISAIC has to receive a copy of the meeting's protocol.

Responsibilities

The main responsibilities of the Technical Commission are defined as follows:

- Support of the artistic and qualitative organization of the festival,
- leading of the professional process between the festivals,
- revision of submitted proposals and exertion of a constructive influence concerning the development of choir matters of the FISAIC,
- Check of financial decisions of the organizer in order to enable the participation of all national associations,
- preparation of necessary or requested additions to the regulations and presentation of the proposals in the next meeting of delegates,
- passing of necessary resolutions concerning current organizational and artistic questions,

- artistic and organizational evaluation of the festival,
- promotion of bilateral and multilateral meetings taking place between individual countries in the fields of arts and organization,
- co-operation with the national choir presidents.

Expenses

Check the FISAIC guidelines concerning questions of expenses.

04 Organization of the festivals

General Information

International choir festivals that are accessible for all national associations usually take place every three years. The national associations of the FISAIC have the possibility to apply for the organization of such an event. Applications may be directed to the general secretary of the FISAIC. Furthermore, applications may be handed in during a meeting of the committee or the general meeting.

Applications are to be handed in two years before the actual date of the event.

The members of the committee of the FISAIC are responsible of the final decision-making process and furthermore entrust a national association with the organization of the choir festival.

The name of the organizer, the date and the location of the event are to be included in the FISAIC calendar of events. Each national association has the possibility to register one choir. The organizer has the possibility to register a second choir.

Advertising expenses are to be paid by the organizer.

Procedure

The organizer has the responsibility to invite the national associations of the FISAIC and to inform the associations about the date, a temporary programme and the intended participation charges of the event one year before the actual event.

The registration form, including the date of return, is to be enclosed (participating association, name of the participating choir, temporary number of participants, contact person).

All national associations that cannot participate in the festival are asked to decline the invitation within the stipulated period according to FISAIC guidelines.

The organizer has to forward the final registration forms to the participating national associations nine months before the festival.

The punctually returned forms have to include the following details: final number of participants, listing of the number of overnight stays, technical and organizational requirements, mode of transportation, short version of the choir's biography, titles of the artistic programme including information about the composer, length of the presentation, listing of the names of participants and guests.

All participating national association are responsible to transfer the participation charges in time.

50% of the participation charges have to be transferred 4 months before the opening of the festival at the latest. The remaining 50% of the charges have to be transferred 14 days before the opening of the festival.

The organizing national association has the possibility to choose a special motto for the festival. The participating choirs are to be informed about the details in the invitation.

In case of co-operations of different choirs, texts and notes are to be enclosed to the **final** registration form. The organizer publishes the length of presentations during the registration process. The available time per participant is according to the number of registered choirs. The organizer is responsible for all technical and organizational activities at the location of the event.

05 Validity of the regulations

This version of the regulations is based on the work of the Technical Commission „Choirs“ and representatives of the nations Germany, France, Austria and Switzerland, each represented by one delegate. The preparation of the regulations took place from 27th to 29th January 2004 in Baiersbronn/ Germany. It replaces all other existing guidelines. The general secretary of the FISAIC has to receive all information about the procedure.

Proposals are permitted as far as they are submitted to the Technical Commission and approved by the council of delegates.

Baiersbronn, 29th January 2004/ro