



TEMPLATE STATUTES FOR “UNIMA _____”

Model and suggested paragraphs for national centers

(This model has been created to be adapted by National Centers and has been based on the International Statutes of UNIMA. Any national center should adjust this text for local laws and local traditions in their country. A National Center may apply rules of procedure in addition to the statutes. These rules of procedure will describe the function of the center more in detail.

The text in **black** color code is obligatory to include in the statutes of every National Center of UNIMA. The text in **green** color code is suggested but not obligatory to include in the statutes. The text in **blue** color is commentaries from the Statutes Commission.)

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PREAMBLE

UNIMA (Union Internationale de la Marionnette) is an international Non-Governmental Organization bringing together people from around the world who contribute to the development of the art of puppetry, with the objective of using this art in the pursuit of human values such as peace and mutual understanding between peoples, regardless of race, political or religious convictions and differences in culture, in accordance with the respect of fundamental human rights, such as defined in the Universal Declaration of Human Rights of the United Nations of December 10th, 1948.

“UNIMA _____” is the National Center of UNIMA in the country of “_____”.

(Each country can only have one national center.)

§1 - AIMS AND MEANS

The aim of UNIMA is to promote the art of puppetry. This aim can be achieved in the following ways:

1. By encouraging contacts and exchanges between puppeteers from all nations and continents, using all possible means of communication;
2. By organizing congresses, conferences, festivals, exhibitions and competitions, or by giving UNIMA endorsement;
3. By assisting members of the Organization in assuring their democratic, union, financial and legal issues and gender non-discrimination in the framework of their professional activities, notably through recommendations or proposals to the competent authorities;
4. By encouraging professional training;



5. By extending historical, theoretical and scientific research;
6. By keeping alive traditions, as well as encouraging the renewal of puppetry;
7. By proposing puppetry as a means for ethical and aesthetic education;
8. By participating in the work of international organizations with similar objectives.
9. By promoting an art of puppetry concerned with respect for the environment and use of resources that positively affect climate change.

(The General assembly of “UNIMA _____” may add more aims and means to this list if it wants – as long as they do not contradict UNIMA’s international Statutes.)

§2 - UNIMA MEMBERSHIP

- 2.1) All persons interested in the art of puppetry can be a UNIMA member.
- 2.2) UNIMA membership can be individual or collective. Members registered as part of a collective are known as associate members.
- 2.3) It is “UNIMA _____” that receives and administrates memberships in “_____”. At least once a year the Board of “UNIMA _____” should submit the list of members to the General Secretariat of UNIMA, so that the membership fee of “UNIMA _____” can be calculated, and the membership cards can be produced.
- 2.4) “UNIMA _____” receives memberships from people and organizations of its own nationality or from people and/or organizations with permanent residence in “_____”. If, for personal, cultural, political or any other kind of reason, a person or an organization that is neither the one of their nationality nor residence asks to become a member of “UNIMA _____”, they must submit their request to the Executive Committee of UNIMA through the General Secretary. The Executive Committee will give its approval after consultation with “UNIMA _____”.
- 2.5) In the case of rejection of membership by “UNIMA _____”, a candidate may appeal to the Executive Committee according to the international statutes.
- 2.6) Persons of exceptional merit in the development of puppetry may be appointed for honorary membership of “UNIMA _____”.

2.a) MEMBER'S RIGHTS

Each UNIMA member has the right:

1. To receive a membership card;
2. To be elected in all the positions of UNIMA according to the UNIMA Rules of Procedure, as long as they have paid their fees in full;
3. To benefit from all advantages resulting from membership of UNIMA (international information, participation in international exchanges, professional assistance, scholarships, etc.;
4. To attend the Congress and the Council

2.b) MEMBER'S DUTIES

2.b.1) Each member of “UNIMA _____” is required:

1. To apply him/her/itself to the pursuit of “UNIMA _____” objectives;
2. To respect the “UNIMA _____” Statutes and Rules of Procedure;
3. To pay membership fees as fixed by the “UNIMA _____” or the UNIMA Congress

2.b.2) Honorary members pay no fees.

2.c) LOSS OF MEMBERSHIP

2.c.1) They are no longer a member of “UNIMA _____”:

1. Who has been excluded and struck off because of activities no longer complying with the fundamental principles of UNIMA, or because of serious infringements of the Statutes;



2. Who has submitted their resignation in writing;
3. Who has not paid their membership fees for more than one year.
- 2.c.2) It is the board of “UNIMA _____” who decides the exclusion of a member.
- 2.c.3) A member who has been excluded by a “UNIMA _____” may appeal to the Executive Committee. In case of exclusion by the Executive Committee, an appeal may be made to the General Assembly.

§3 - MEETINGS

The organization's meetings (General Assemblies, Board, etc.) may be held in person or offer members the option to participate through an electronic communication system. This system allows all members participating remotely to hear and interact with the other participants. Participation via electronic means is optional, and members who choose this option are considered present at the meeting.

§4 - THE RULING BODIES OF “UNIMA _____”

3.1) The ruling bodies of “UNIMA _____” are: the General assembly, the Auditing Commission, the Board and the Internationals Councilors to UNIMA.

(In addition the General Assembly may form various Commissions or regional centers to work with specific topics. The Commissions or regional centers are not in charge of making decisions on behalf of “UNIMA _____”.)

4.a) THE GENERAL ASSEMBLY

- 4.a.1) The General assembly, supreme body of “UNIMA _____”, consists of all members of “UNIMA _____” who have paid their membership fees.
- 4.a.2) **The General assembly is held every year.** (We suggest organizing a General assembly every year. In some countries this can be difficult, and so it is also possible to wait a longer period – up to 4 years, as long as General assemblies appear regularly.)
It can make decisions if called upon in a legal way. It makes decisions on a simple majority basis.
- 4.a.3) A special General assembly must be convened if at least two thirds of the members so wish.
- 4.a.4) The General assembly has the most far-reaching powers concerning the management of the Organization.
 1. It approves the report of activity of the Board;
 2. It approves the report of the Auditing Commission;
 3. It decides on the direction and the program of activity for the period until the next General assembly;
 4. It approves modifications to the Statutes **and the Rules of Procedure;** (The General Assembly of “UNIMA _____” cannot draft or amend its Statutes with points that are contrary to the International Statutes of UNIMA. In case of divergence, the International Statutes will prevail.)
 5. It deals with motions and proposals for resolutions which are presented;
 6. It makes decisions on complaints and appeal;
 7. It elects the members of the Board and of the Auditing Commission;
 8. It forms the Commissions, defines their objectives and elects their Presidents;
 9. It elects the Internationals Councilors to UNIMA.
 10. It sets the fees for membership. The annual fee collected by "UNIMA _____", includes the amount due to UNIMA (see point 4.e.5 of the International Statutes).



4.b) THE BOARD

- 4.b.1) The Board consists of the President, the Secretary and the Treasurer (It is a minimal proposal. The number of members in the board may be different in different countries. It is important to have enough people to get the work done, but not too many – so it will be difficult to find a time where all can meet.)
- 4.b.2) The Board directs UNIMA activities in “_____” between General Assembly
- 4.b.3) The Board is responsible that the Statutes and Rules of Procedure are respected;
- 4.b.4) The President represents “UNIMA _____” in all matters of law, presides over the Board.
- 4.b.5) The Secretary coordinates the activities of UNIMA _____, informs the international Executive Committee of these activities and organizes the work of “UNIMA _____”. Every time a “UNIMA _____” makes a change in the Statutes or Rules of procedure and every time new Internationals Councilors are elected the Secretary must inform the international Executive Committee. The Secretary is responsible for the financial affairs of “UNIMA _____” together with the Treasurer. Every year before the first of April the Secretary must pay the international membership fee to UNIMA and send the list of members to the international general secretariat, together with a list of members of the Board and Internationals Councilors elected by “UNIMA _____”.
- 4.b.6) The Treasurer is responsible for the financial affairs of “UNIMA _____” together with the Secretary, and keeps the books.

4.c) THE AUDITING COMMISSION

- 4.c.1) The Auditing Commission controls “UNIMA _____’s” accounts as managed by the Treasurer and the Secretary, and submits a report to the General assembly.
- 4.c.2) Members of the Auditing Commission cannot be members of the Board.
- 4.d) The international Councilors to UNIMA represent “UNIMA _____” at UNIMA congresses and councils

§5 - OFFICIAL NAME, HEAD OFFICE AND LEGAL REPRESENTATION

- 5.1) The official name of the Organization is “UNIMA _____”.
(UNIMA and the name of the country must always be a part of the official name. Other names may also be added to explain in the local language what kind of organization is in question.)
- 5.2) Regional Centers should use the name UNIMA-(+the name of the region)
- 5.3) “UNIMA _____” 's head office is the Secretary's office.
- 5.3) In matters of law, “UNIMA _____” is represented by its President.

§6 - OFFICIAL LANGUAGES OF UNIMA

The language adopted is “_____” (Or any language the majority of members use).

(The languages adopted by UNIMA according to international statutes are: French, German, English, Russian and Spanish, as well as the language of the Country in which a Congress, a Council or an Executive Committee's meeting are being held.)

§7 - FINANCES

- 7.1) “UNIMA _____” is financed by:
- 1) Membership fees;
 - 2) Donations, bequests and grants;
 - 3) Different income deriving from its activities.



§8 - DISSOLUTION

8.1) The decision to dissolve “UNIMA_____” is made by the General assembly with a two-thirds majority.

8.2) The General assembly also decides on the liquidation procedure.

Date:

President

Secretary