



Constitution

WorldSkills

International Vocational Training Organisation



I. NAME, SEAT AND DURATION

an association

Art. 1.

1.1 Name

The Organisation will be known as WorldSkills (International Vocational Training Organisation). The association is hereinafter referred to as: the "Organisation". The Organisation operates worldwide and is politically and denominationally neutral and shall not seek to make a profit.

1.2 Seat

The Organisation is registered in Amsterdam and is governed by the law of The Netherlands.

1.3 The Organisation has been established on the eleventh day of October nineteen hundred ninety-five as an association under the laws of the Netherlands for an indeterminate period. The preceding relation of the

II. GOAL, MISSION AND OBJECTIVES

Art. 2.

2.1 Goal

Promoting Skills Across the World.

and vocational education

in the year nineteen hundred and fifty

2.2 Mission

To promote, through the cooperative actions of Members, a worldwide awareness of the essential contribution that skills and high standards of competence make to the achievement of economic success and individual fulfilment.

2.3 Objectives

the Organisation

1. Market WorldSkills by drawing on the global efforts of Member organisations
2. Position the WorldSkills Competition as the premier world event for skills recognition and advancement *Letetere*
3. Develop a new modern identity and a flexible structure to support the global activities of WorldSkills
4. Develop strategic partnerships with selected corporate, government and non-government organisations to further the aims of WorldSkills
5. Disseminate information and share knowledge about skill standards and WorldSkills performance bench-marks, especially via the World Wide Web
6. Facilitate networking among WorldSkills experts to develop new opportunities for skills development and innovation
7. Encourage the transfer of skills, knowledge and cultural exchange between participants in WorldSkills and other young people across the world

this paragraph has been inserted in the English version

2.4 To achieve these objectives WorldSkills will:

- challenge young people, their teachers, trainers and employers to achieve world class standards of competence in commerce, services and industry, and to promote the status of vocational education and training
- conduct WorldSkills Competitions in alternate years
- promote the exchange of ideas and experience in vocational education and training through seminars, meetings and competitions
- disseminate information on world class standards of competence
- seek to motivate young people to pursue further education and training relevant to their careers
- facilitate communication and contacts between vocational education and training organisations around the world



- encourage the exchange of young professionals among the Members

III. GOVERNING BODIES, STANDING COMMITTEES AND OFFICERS

Art. 3.

3.1 Governing Bodies

The Organisation's Governing Bodies are:

- the General Assembly
- the Executive Board

3.2 Standing Committees

The Organisation's Standing Committees are:

- the Strategy Committee
- the Technical Committee

3.3 Officers

3.3.1 The Organisation's Officers are:

- the President, elected by the General Assembly
- a Treasurer, appointed by the Executive Board
- a Vice President for Special Affairs, elected by the General Assembly
- a Vice President for Strategic Affairs, elected by the General Assembly
- a Vice President for Technical Affairs, elected by the General Assembly
- the Vice Chairmen of the Standing Committees, elected by the Standing Committees concerned
- the Secretary General, appointed by the Executive Board

3.3.2 The President, Vice Presidents and Vice Chairmen are elected by secret ballot for a term of office of four years. They stand down after their term of office and are eligible for re-election to any position.
In the case of a vacancy, a new election will be held as soon as possible.

3.3.3 The terms and conditions of service of the Secretary General shall be agreed between the Executive Board and the Secretary General in a contract of employment.

3.4 General Assembly

3.4.1 The General Assembly is the highest authority. The General Assembly consists of the Official Delegates and the Technical Delegates, representing the Members of the Organisation. Each Member has one vote to be cast by one of both delegates.

3.4.2 The General Assembly shall meet on the invitation from the President once every year. It is chaired by the President. A special meeting of the General Assembly may be convened at any time by resolution of the Executive Board or at the request of 1/3 of the Members.

3.4.3 All meetings will be convened by letter, fax or email with an indication of the items to be dealt with at least six weeks before the meeting.

3.4.4 The powers of the General Assembly include:

- a. Election of the President and the Vice Presidents of the Organisation
- b. Approval of the annual audited accounts
- c. Resolutions on reports and proposals from the Executive Board

ad inter alia



- d. Decisions about future Competitions
- e. Ratification of the admission of Members
- f. Expulsion of Members
- g. Appointment of Honorary Members or an Honorary President
- h. Resolutions concerning awards
- i. Approval of awards to competitors on proposal of the Technical Committee
- j. Approval of the budget and the annual fees
- k. Approval of the Standing Orders and the Competition Rules and Regulations on the proposal of the Executive Board
- l. Approval of changes to the Constitution on the proposal of the Executive Board
- m. Dissolution of the Organisation

and

3.5 Executive Board

3.5.1 The Executive Board consists of the President, the Vice Presidents, the Vice Chairmen of the Standing Committees ~~and the Treasurer~~. The Executive Board conducts the Organisation's business and reports to the General Assembly.

3.5.2 The Executive Board shall meet on the invitation from the President ~~twice~~ twice a year. This meeting is chaired by the President. The Secretary General participates in the meetings for advice. A special meeting of the Executive Board may be convened at any time by resolution of the Executive Board ~~at the request of the majority of the members~~. The agenda for all meetings will be circulated at least six weeks before a meeting.

or

- 3.5.3 The powers of the Executive Board include *inter alia*
- Dealing with administrative and operative issues
 - Preparation of the Standing Orders
 - Preparation of an operating plan
 - Monitoring the quality of the Competitions
 - Coordination of the Committee meetings
 - Discussion of proposals from the Committees
 - Coordination of the results from Committee meetings and report to the General Assembly
 - Appointment of the Secretary General
 - Decisions on special tasks to be undertaken by the members of the Executive Board
 - Approval of the Organisation's annual report
 - Appointment of a qualified public accountant
 - Appointment of a Treasurer
 - Decision on the annual accounts
 - Contacts with other organisations
 - Admission of new Members
 - Appointment of a Quality Auditor
 - Analysis of competition results and possible initiatives for basic training
 - Coordination of Competition venues and proposals to the General Assembly
 - Establishment of working groups

3.6 Strategy Committee

The Strategy Committee consists of the Official Delegates. It is chaired by the Vice President for Strategic Affairs and meets on his/her invitation. It will have a reflective role and work on possible strategies and ways to implement the aims and objectives of the Organisation in accordance with the orientation agreed upon.



3.7 Technical Committee

The Technical Committee consists of the Technical Delegates. It is chaired by the Vice President for Technical Affairs and meets on his/her invitation, and deals with all technical and organisational matters relating to the Competition.

IV. MEMBERSHIP

Art. 4.

4.1 Definition

The term Member as a rule means a body representing a vocational education and training system in a country's commerce, services and industry and recognised as such by the Organisation.

4.2 Admission

The admission of Members falls within the competence of the Executive Board and must be approved by the General Assembly (the admission procedure is governed by the Organisation's Standing Orders).

4.3 Delegates

A Member is represented by an Official and a Technical Delegate.

4.4 Resignation

4.4.1 A Member may resign at the end of a calendar year provided that it notifies the Secretary General in writing of its intention to do so at least six months beforehand.

4.4.2 At the end of its membership the Member must have discharged its obligations to the Organisation.

4.5 Information

Every Member has the obligation to notify the Executive Board without delay of any material changes within its body that could affect its Membership.

4.6 Expulsion

4.6.1 A Member may be expelled by the General Assembly for ~~serious, repeated~~ breaches of the Constitution, the aims of the Organisation or the neglect of financial commitments, provided that 3/4 of the Members are represented at the meeting and entitled to vote agree.

4.6.2 The General Assembly shall vote on a proposal from the Executive Board after satisfying the requirements of due process.

*A orders or resolutions of the Organisation or if
a member ~~the Organisation~~ disadvantages the
Organisation in a unreasonable way*



V. FINANCES

Art. 5.

5.1 Financial year

The Organisation's financial year is from 1 January up to and including 31 December.

5.2 Income

The income of the Organisation includes:

- Membership admission fees
- annual Membership fees
- income from professional services
- the sale of Technical Descriptions, literature, analyses, and income from conferences
- voluntary donations
- sponsorship contributions

5.3 Annual fee

On the recommendation of the Executive Board, the General Assembly sets the annual fee in accordance with the budget.

5.4 Remuneration

Members of the Organisation and their Delegates are not remunerated for their services.

5.5 Liability

5.5.1 Any commitments will be covered by the Organisation's assets.

5.5.2 Members who resign or who are expelled from the Organisation by resolution of the General Assembly have no claim to the Organisation's assets.

5.6 Auditing

The accounts and a statement of the Organisation's assets and liabilities shall be audited by a certified public accountant before ratification by the General Assembly.

VI. GENERAL PROVISIONS

Art. 6.

Honorary President, Honorary Members

On the resolution of the General Assembly, Delegates or the President of the Organisation may be nominated Honorary Members or Honorary President respectively. ~~A 3/4 majority of Delegates entitled to vote is required~~

provided that 3/4 of the Members are represented at the meeting and entitled to vote agree

Art. 7.

Standing Orders

The Executive Board shall prepare Standing Orders as necessary to regulate the conduct of the Organisation's affairs and to define the rules and responsibilities of the Organisation's officers and committees.

All such Standing Orders shall be submitted to the General Assembly for approval.



**Art. 8.
Interpretation**

For interpretation of the Constitution *and* all legal matters the English language stands.

*of and of everything
other arising from the Constitution*

**Art. 9.
Gender**

Words implying masculine gender only shall include the feminine gender.

*the Dutch
law applies,
for the interpre-
tation of*

VII. FINAL PROVISIONS

Art. 10.

10.1 Amendments

The Constitution may be amended by the General Assembly provided that 2/3 of the Members are represented at the meeting and entitled to vote agree.

10.2 Dissolution

The Organisation may be dissolved by the General Assembly provided that 3/4 of the Members *are* represented at the meeting and entitled to vote agree.

In the event of a dissolution, the assets of the Organisation shall be returned to Members in proportion to their latest annual Membership fee.

10.3 Representation

The Executive Board *for* the President and a Vice President *or* the President together with the Secretary General are entitled to represent the Organisation.

together

10.4 Effective Date

This Constitution was ratified at the General Assembly of 10 May 2004 in Hong Kong. It replaces the Constitution approved in Lisbon on 15 June 2000 and all rulings hitherto in force and comes into effect *on 10 May 2004*.

*this
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graph*

is inserted in the English version

Revisions

V1.0	Lisbon, 15.06.00	Tjerk Dusseldorp, Daniel Sommer
V1.1	Auckland, 14.03.02	Revised and adapted Tjerk Dusseldorp, Daniel Sommer
V2.0	Hong Kong, 10.05.04	Revised and adapted Tjerk Dusseldorp, Sheila Ruigrok (Acting)

*as far as the law does not
state otherwise*