

# **REGULATIONS OF THE WORLD COMPETITION OF UNICA**

## ***PREAMBLE***

UNICA organizes an annual World Film Competition for its members. The purpose of this competition is to promote non-commercial film making throughout the world.

In the following regulations, the members of UNICA are called federations, regardless of the organizational form of these national bodies.

The federation or official organization in charge of the organization of the competition will be called the organizer.

## **ARTICLE 1 : ORGANIZATION**

The Committee of UNICA has the responsibility of organizing the competition.

## **ARTICLE 2 : PARTICIPATION**

1. The competition is restricted to the members of UNICA. Each federation may enter a program of films with a maximum screening time as determined in the addendum to this document.
2. The films must not have been entered in a previous UNICA competition.
3. Films are entered by means of registration forms provided by UNICA. When entering the competition, the author grants to UNICA the right of making a copy of his/her film for the film library and to put it at the disposal of the member federations.
4. Two copies of the registration form for each film entered should be filled in completely and sent back at the latest one month before the beginning of the competition by mail or by e-mail. One copy is to be sent to the Secretary General of UNICA and the other to the organiser.
5. Entering films is free of charge.
6. Films which have been entered too late can be excluded from the competition.

## **ARTICLE 3 : FILMS**

1. Those films allowed to compete
  - a. films made by authors with no commercial ambitions
  - b. films made by students in film studies at university level for their degree or, with some restrictions, films made by professionals not over the age of 30 (cf chapter 2 of the addendum)
2. The selection of the subject is unrestricted.
3. Federations should consider it a duty to issue some warning in the case of films which are not appropriate for young spectators or sensitive individuals. They are held responsible for the films they have entered.

## **ARTICLE 4 : APPARATUS**

1. The organizer will provide for suitable video projection equipment.
2. All films must be handed in at the latest 24 hours before the beginning of the competition. If films are not brought along to the competition, they have to be in the possession of the organizer at least one month before the beginning of the Festival.
3. All films must bear a clear and legible label with the name of the author, the name of his or her federation, the title, the length and the format of the film.
4. The films and equipment are insured by the organizer against theft for their commercial value.
5. The films and prizes or awards will be immediately returned or handed to the sender or his delegate by the organizing federation, just after the end of the competition. The films that have been selected for the UNICA library will be kept by the organizer.

6. The organizer pledges himself to take all possible care of films and equipment, but accepts no liability whatsoever.

## **ARTICLE 5 : FILM PROJECTION**

1. *The order in which the programmes entered by the various federations are to be shown will be determined by a drawing of lots. The order of films within the program is left to the choice of the federations. This order is to be mentioned in the registration forms.*

2. A member of the UNICA Committee ensures the smooth and proper functioning of the projection. All claims related to the projection have to be submitted immediately to this responsible member by the federation's official representative.

## **ARTICLE 6 : JURY, JUDGING AND AWARDS**

1. The jury is composed of seven persons, who should come from different countries, as far as possible. The chairman will be appointed by the UNICA Committee. The chairman has the right of vote.

2. The jurors are appointed by the UNICA Committee, from among the persons suggested by the federations.

3. The makers of films or any person who co-operated may not be members of the jury.

4. If a country has nominated a juror in any year then this country is not allowed to nominate a candidate in the following year.

5. The jury draws up two rankings for films that

- qualify under chapter 3a;

- qualify under chapter 3b.

For every ranking the following prizes will be awarded:

6. The jury may award gold, silver or bronze medals, as well as honorary diplomas. It also makes decisions on awarding of special prizes. All authors who have entered a film will receive a diploma for participation.

7. All the decisions of the jury are final.

8. The internal debates of the jury are not open to the public.

9. The final session of the jury with the proclamation of the results is open to the public.

10. A public jury discussion will regularly take place under the conditions set by the organiser. This discussion constitutes a first, non-binding exchange of views.

11. All further requirements imposed by the organizer on the jurors must first have been approved by the UNICA Committee.

## **ARTICLE 7 : MODIFICATIONS AND FINAL RESOLUTIONS**

1. According to the decision of the General Assembly of August 26<sup>th</sup> 2011 future modifications and implementing provisions fall in the scope of responsibility of the UNICA Committee.

2. Special regulations are listed in the addendum attached to the present regulations. Further modifications will be added in due course.

3. All questions not provided for in the regulations and cases of doubtful interpretation will be resolved by the Committee.

4. These regulations have been written in the three official languages of UNICA: German, English and French. In case of differences or doubtful interpretation, the German version will be taken as a reference.

5. The present regulations have been adopted by the Committee at its session on October 26<sup>th</sup> 2012 and come into force on 1<sup>st</sup> of January 2013.

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# **Addendum to the regulations of the UNICA World Competition (modified October 26<sup>th</sup> 2012)**

## **CHAPTER 1 PRELIMINARY AND GENERAL MATTERS**

1. The organization of the annual Congress, including the World Competition and the General Assembly of delegates, falls in the scope of responsibility of the UNICA Committee. The organization of the Congress is delegated by the General Assembly to a national federation as far as possible three years in advance, and remains within the general scope of responsibility of the Committee of UNICA.
2. The organizing federation has a duty to comply with all the general and special provisions relating to the organization, in particular the regulations of the World Competition and the technical standards mentioned in the list of duties, and to act at all times in a spirit of friendship and co-operation between peoples that is a specific feature of all UNICA Congresses.
3. Moreover, each organizing federation is free to compose the programme of the Congress according to their own ideas and concepts, in agreement with the UNICA Committee and, if required, with its permission.
4. If the organization is entrusted to a federation for the first time or after a long interval, the General Assembly of delegates may give a provisional agreement. In that case, the Committee has the right to visit the venue to make sure that all general conditions and specific requirements are met and, if necessary, provide explanations about the regulations and organizational measures to be taken, and give instructions about some aspects of their programme. If, for any reason, some essential conditions are not met at the intended site of the venue, the Committee reserves the right to withdraw their provisional agreement.
5. This might be the case if:
  - a. the physical or mental security of participants could not be guaranteed due to political instability or insufficient security;
  - b. for political or any other reasons, the entry into the country of the organizing federation could not be guaranteed to all members, delegates of the national federations, film-makers and other participants, without exception;
  - c. for political, religious or cultural reasons, the projection of all the films entered for the competition could not be ensured;
  - d. the material conditions, such as access, accommodation and catering are not up to common international standards or if a majority of participants cannot be expected to consider them acceptable;
  - e. the configuration or technical equipment in the projection hall does not meet the requirements for a UNICA film festival as they are laid down in the specifications for the federations organizing the Congress;
  - f. the UNICA Committee, for any objectively well-founded reason, should be convinced that satisfactory organisation cannot be ensured for the Congress.
6. The reasons given by the Committee shall be submitted in a report to the Federation, at the latest one year before the intended date of the Congress. The Federation has a right to challenge the decision before the General Assembly of delegates, who will have to come to an irrevocable decision. The case cannot be brought to court.

## **CHAPTER 2- FILM ADMITTANCE**

1. Within the frame of the national program me the following are admitted to the annual festival:
  - a. Films, made without commercial objectives;
  - b. Jeunesse films,
    - By authors under the age of 25;
    - In which members of the crew or postproduction are under age 25

Each national federation will make sure so far as possible to include at least one Jeunesse film in its national programme.

2. Young professionals' films:
  - a. Films made by students in film studies at university level, for their degree

- b. Films made by professionals with the intention to exploit them on a commercial level on the condition
  - that the author or co-author is not over the age of 30
  - that the authors are not under contract to a production company, studio or TV channel.

These films must be declared unequivocally as such on the entry forms by the national federations, guaranteeing by their co-signature that the information on the forms is truthful.

### **CHAPTER 3 – JURY – SELECTION AND COMPOSITION**

1. The UNICA Committee will provide a list of jury members to the organizer of the Congress. The Committee has a duty to ask eligible federations to make proposals. In the case of problems or potential conflicts in this matter, the UNICA Committee will decide in the last resort.
2. The national federations will forward the names of their candidates to the Secretary General of UNICA at the latest two months before the beginning of the Congress. The federations guarantee the honesty, competence and experience of their jurors. The UNICA Committee is not accountable in that respect.
3. A member of the Committee will be appointed to assist the Jury, without right of vote. His/her duty is basically to make sure that all regulatory provisions in force are strictly applied by jury members. (S)he also has a right to interrupt the projection of a film. The Committee will then decide whether the film should be withdrawn from the competition.
4. Furthermore, the delegate offers assistance to the jury in moderating the public jury sessions.
5. If, for any reason, a judge is missing at the beginning of - or during - the competition, the delegate or, if necessary, another member of the Committee, will take over the task of substitute judge, with a right of vote.

### **CHAPTER 4 – PROFILE OF JURORS**

1. It is highly desirable that the jury members meet the following requirements.
2. They should master one of the three UNICA languages, both written and spoken. As far as possible, they should also be able to understand a second foreign language. If one of the jurors does not speak any of the three official UNICA languages, the national federation that put him/her forward has to provide for an interpreter at their own expense.
3. The jurors have to take an active part in the jury discussions at whatever level and be able to express their opinion as concisely as possible.
4. They should have a broad experience with assessing non-professional films and be able to evaluate them as such.
5. They must show restraint when the jury discusses the films entered by their own federation and even, as far as possible, refrain from expressing an opinion about them publicly.

### **CHAPTER 5 – PUBLIC JURY DISCUSSIONS**

1. In the best interest of film-makers, the delegates and the audience, it is recommended that one to three public jury sessions per day are organised. Within this framework, the organiser is however allowed to determine the frequency and set the timing of such sessions with due consideration for the constraints imposed by the programme and the scheduling of the event.
2. As far as possible, the public discussions should cover all the films of the national selections and not be longer than 10 minutes for each national programme. To do so, only jurors who can provide a significant contribution to the debate on a specific film should express an opinion. The jurors should in all cases refrain from providing long comments or explanations on films entered by their own federation or make an unwarranted plea in favour of them.

### **CHAPTER 6 – PUBLIC JURY SESSION AND VOTING SYSTEM**

1. The final jury session is open to the public and the jury awards prizes during this session.
2. The organizer is committed to provide simultaneous translation - via simultaneous translation equipment – from and into French, English and German, as well as, if necessary, from and into the national language.

3. The honorary diplomas and medals (gold, silver and bronze) may only be awarded with a majority vote of 5:2 or above.

4. Special prizes may be awarded by a simple majority.

5. The jury has the duty to assess all the films shown, as the World Competition of UNICA should be seen as an open competition regarding format, content, modes of artistic expression and message.

6. The assessment process works in two rounds:

first, the films of the national programmes are examined, including the films entered as “Jeunesse Films”, that are not labelled as belonging to another category.

In a second round, the jury proceeds with the evaluation of the films created in film colleges or young professionals.

7. The vote is held electronically. The first vote is on the awarding of the diploma given if the film obtains a vote of at least 5:2. Without further discussion, the jury then votes on the bronze medal. If the film obtains again at least a 5:2 vote, it is awarded a bronze medal. The jury proceeds right away to the next vote for a silver medal. If the film obtains 5:2 votes or above, it is awarded a silver medal.

During a second round of voting and after the jury has voted on all the films and held a short discussion, they proceed with the vote on the gold medal for the films that have been awarded a silver medal. For the gold medal, the same majority of 5:2 votes applies.

8. The awarding and voting procedure for the film college films and those of Young Professionals is submitted to the same regulations as described under 7).

9. Among all films assessed in both rounds 7) and 8), the work that obtained the best vote of the jury will be proclaimed best film of the Competition. In the event of a tied vote for two or more films, the winner will be proclaimed after a second or third round of voting. If the tie persists, the same prize is awarded to both films.

The present regulations have been adopted by the UNICA Committee on 26-10-2012 and come into force on 01-01-2013