

Constitution

WorldSkills International

I. NAME, SEAT AND DURATION

Art. 1.

1.1 Name

The Organisation will be known as WorldSkills International.

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.

II. GOAL, MISSION AND OBJECTIVES

Art. 2.

2.1 Goal

Promoting Skills Across the World.

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

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

2.4 To achieve these objectives WorldSkills International 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 Board of Directors

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:

- President
- Vice President for Special Affairs
- Vice President for Strategic Affairs
- Vice President for Technical Affairs
- Vice Chairs of the Standing Committees
- Treasurer
- Chief Executive Officer

3.3.2 All of the organisation's officers, with the exception of the Chief Executive Officer, are elected to a four year term. Officers are elected by a secret ballot of the General Assembly, and are eligible for re-election to any position subject to the 'limitation of terms of office' as set out in Standing Order 3.4. In the case of a Board vacancy, a new election will be held at the next General Assembly meeting.

3.3.3 The Chief Executive Officer is appointed by the Board of Directors. The terms and conditions of the appointment will be set out in a contract for services as agreed to by the Board of Directors and the Chief Executive Officer.

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 Board of Directors 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, Vice Presidents, Vice Chairs of the Standing Committees and Treasurer.
- b. Approval of the annual audited accounts
- c. Resolutions on reports and proposals from the Board of Directors
- 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 other official documents on the proposal of the Board of Directors
- l. Approval of changes to the Constitution on the proposal of the Board of Directors
- m. Dissolution of the Organisation

3.5 Board of Directors

- 3.5.1 The elected Board of Directors consists of the President, the Vice Presidents, the Vice Chairs of the Standing Committees and the Treasurer. The Board of Directors shall also include two ex-officio members who shall represent the Host Members of the next two WorldSkills Competitions. The Board of Directors (elected or ex-officio) are of equal status in conducting the affairs of the Organisation. The Board of Directors is responsible to the General Assembly.
- 3.5.2 The Board of Directors shall meet on the invitation from the President at least twice a year. This meeting is chaired by the President. The Chief Executive Officer participates in the meetings for advice. A special meeting of the Board of Directors may be convened at any time by resolution of the Board of Directors at the request of the majority of the members. The agenda for all meetings will be circulated at least six weeks before a meeting.
- 3.5.3 The powers of the Board of Directors include:
- 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 Chief Executive Officer
 - Decisions on special tasks to be undertaken by the members of the Board of Directors
 - Approval of the Organisation's annual report
 - Appointment of a qualified public accountant
 - Decision on the annual accounts
 - Contacts with other organisations
 - Admission of new Members (with approval by the General Assembly – refer 4.2)
 - 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 means a body representing a vocational education and training system in a country/region'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 Board of Directors 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 Chief Executive Officer 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 Board of Directors 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 Board of Directors after satisfying the requirements of due process.

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
- fees for professional services
- the sale of Technical Descriptions, literature, analyses, and income from conferences
- voluntary donations
- sponsorship fees

5.3 Annual Fee

On the recommendation of the Board of Directors, 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 presentation to the General Assembly.

VI. GENERAL PROVISIONS

Art. 6.

Honorary President, Honorary Members

On the approval of the Board of Directors, past Delegates or the past President of the Organisation may be nominated Honorary Members or Honorary President respectively.

Art. 7.

Standing Orders

The Board of Directors 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.

Art. 9.

Gender

Words implying masculine gender only shall include the feminine gender.

VII. FINAL PROVISIONS

Art. 10.

10.1 Amendments

The Constitution may be amended by the General Assembly provided that 2/3 of the Members 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 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 Board of Directors, or the President and another elected officer, or the President together with the Chief Executive Officer are entitled to represent the Organisation.

10.4 Effective Date

This Constitution was ratified at the General Assembly of 02 October 2011. It replaces the Constitution approved on 6 September 2009 in Calgary and all rulings hitherto in force and comes into effect on 02 October 2011.

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)
V2.1	Helsinki, 25.05.05	Revised and adapted: Tjerk Dusseldorp, David Hoey
V2.2	Melbourne 10.05.06	Revised and adapted: Tjerk Dusseldorp – President David Hoey – Secretary General
V3.0	Calgary, 06.09.09	Revised and adapted: Tjerk Dusseldorp – President David Hoey – Chief Executive Officer
V3.1	London, 02.10.11	Revised and adapted: Tjerk Dusseldorp – President David Hoey – Chief Executive Officer