



UIA GUIDE

**FOR INTERNATIONAL
COMPETITIONS
IN ARCHITECTURE
AND TOWN PLANNING
UNESCO REGULATIONS**

INTERNATIONAL UNION OF ARCHITECTS



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UNESCO STANDARD REGULATIONS FOR INTERNATIONAL COMPETITIONS IN ARCHITECTURE AND TOWN PLANNING



UIA REMARKS AND RECOMMENDATIONS



INTRODUCTION



The purpose of these Standard Regulations is to state the principles upon which international competitions are based and by which promoters should be guided in organizing a competition. They have been drawn up in the interest of both promoters and competitors.

The General Conference of UNESCO adopted these standard regulations for international competitions in architecture and town planning in 1956 (revised 1978), and requested the International Union of Architects to supervise their application and assist promoters.

Each article of the UNESCO regulations is accompanied by explanations and terms of application to assist promoters in the organisation of international competitions.

GENERAL PROVISIONS



Article 1

The designation “international” shall apply to any competition in which participation is open to architects, town planners or teams of specialists led by an architect or town planner who are of different nationalities and reside in different countries, as well as to members of other professions working in association with them. Competitions which are open to all architects, town planners and professionals working in association with them are termed “open”. These Regulations cover both open competitions and restricted competitions (where some form of restriction is imposed) and sometimes special competitions.

Current bilateral agreements between certain countries and the future WTO agreements will make it possible in certain cases for foreign competitors to take part in national competitions.

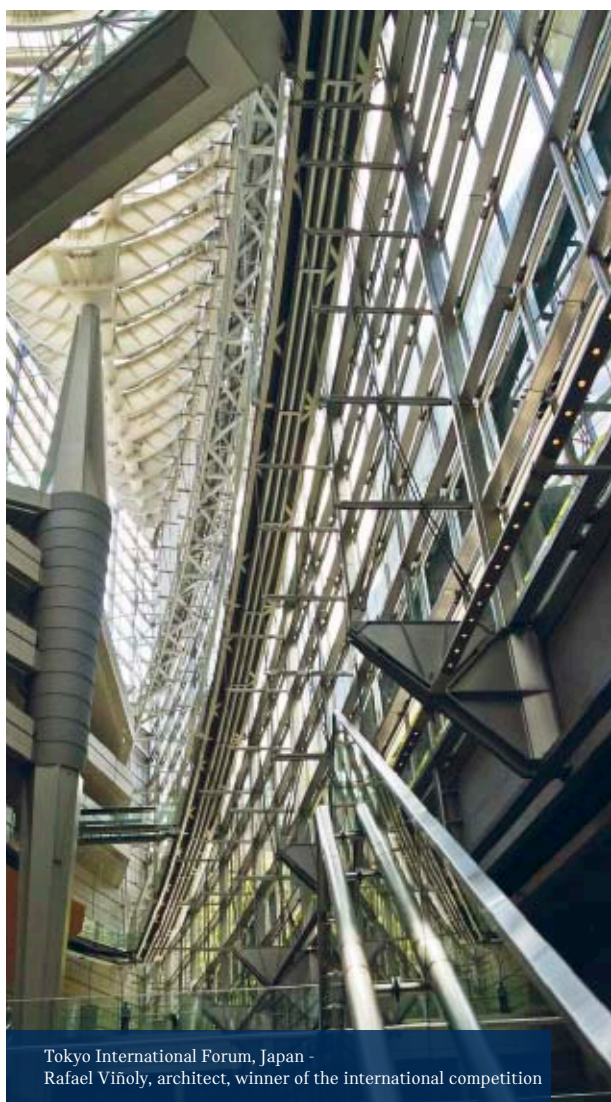
Henceforth, the international character of a competition must therefore be analysed in relation to the Promoter’s intention to open the competition by announcing and advertising it internationally.

DIFFERENT TYPES OF COMPETITIONS

a) Open Competitions

Competitions that are open to professionals from all countries without restriction of any kind.

Article 1



Tokyo International Forum, Japan -
Rafael Viñoly, architect, winner of the international competition

UIA REMARKS AND RECOMMENDATIONS

b) Limited Competitions

Regional Competitions

Competitions which are limited to professionals of two or more countries having common cultural, historical and/or professional links are termed “Regional” and may be organised on the basis of the international regulations under the control of the UIA.

Competitions by Invitation

Where a promoter wishes to invite a number of named architects, from two or more countries, to submit designs for a competition, such a competition must be run on the basis of the UNESCO/UIA Regulations. Each participant invited must be remunerated. The Promoter may select a number of architects directly or, may issue an open call for candidatures. In the latter case, interested architects will be required to reply to a number of criteria set by the Promoter based on the topic and complexity of the project and above all on architectural quality. A competent commission will examine the candidatures and select a certain number to be invited to participate.

NATIONAL COMPETITIONS WITH INVITATIONS TO FOREIGNERS

Under certain circumstances, the promoter of a national competition, open to all or certain architects from one country, may wish to invite a number of architects from other countries to participate. In this case, national regulations apply, with the proviso that the number of architects from countries other than the promoting country does not exceed three and that the jury includes at least one architect member and one reserve member from a country other than the promoting country. Each invited participant must be remunerated.

NOTA: the UIA can under no circumstances be involved in this type of competition.

c) Special Competitions

A promoter may wish to organise a competition other than those described above, for example, a competition combining town-planning as well as architectural design problems, a competition involving

Article 1

the use of particular construction procedures (eg. prefabricated elements) or a competition involving the participation of developers. In these and other circumstances, the promoter may wish to limit participation to professionals or groups of professionals having certain expertise and experience. In such cases, the field of expertise should be clearly defined in the preliminary documents issued by the promoter. All such competitions should be referred to the UIA at the earliest possible opportunity, to permit adequate consultation between the promoter and the UIA.

d) Competitions open to students of architecture and town planning

International competitions open exclusively to students of architecture and town planning may also, under certain conditions, receive UIA support (timetable, jury, prizes, etc...). The UIA should be consulted prior to the launching of such competitions.

Article 2

International competitions may be classified into «Project» or «Ideas» competitions.

Project Competitions

The aim of a project competition is to find the best solution for a building project; the author of the first prize being commissioned as architect for the realisation of the building.

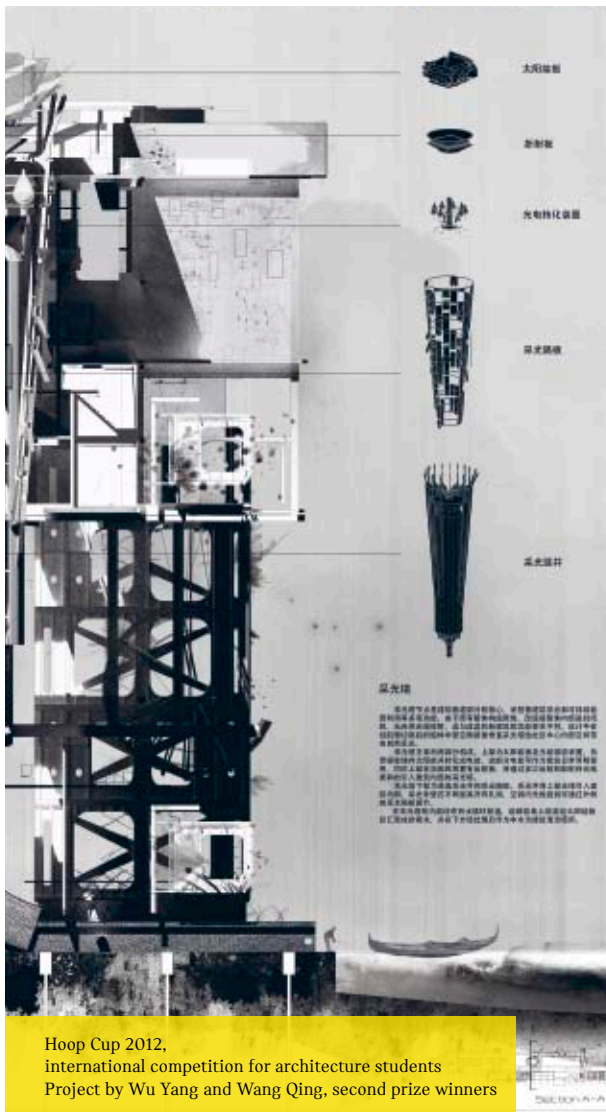
Ideas Competitions

Ideas competitions are set as an exercise to elucidate certain aspects of architectural and/or planning problems. In general, the winning project is not destined for realisation and its author is therefore not commissioned as architect. Consequently, students of architecture may be permitted to participate, on the decision of the promoter.

A contract as architect-consultant may nevertheless be envisaged with the winner, in certain cases.

Article 3

International competitions may be organized in one or two stages.



Single stage competitions

For competitions organised in a single stage, small scale drawings, plans, sections and elevations etc., are required in sufficient number to explain the scheme. This type of competition is recommended for small scale projects only.

Two stage competitions

The first stage is a general approach and therefore, only an overall plan with a number of small scale sketches sufficient to demonstrate the intentions of the competitor are required. From the designs submitted in the first stage, the jury should unearth strong architectural concepts that show promise through further development. The authors of these entries are invited to participate in the second stage, but anonymity must nevertheless be respected until after the final adjudication, at the end of the second stage. However, each competitor shall be informed whether or not he/she is invited to participate in the second stage. In order to maintain anonymity, it is the responsibility of the Professional and Technical Adviser, or any other person not connected with the jury, to open the envelopes containing the names of the authors of the designs retained for the second stage. The envelopes are then resealed until the final adjudication has been carried out.

If necessary, at the end of the first stage, the jury may, with the agreement of the promoter, clarify or amplify points in the competition conditions for the benefit of the second stage competitors. Such additional information must not, in any way, disclose the solutions proposed by any of the first stage competitors. The delay between the two stages must be compatible with the work to be submitted by competitors in the second stage, and may not exceed 6 months.

The second stage may, if necessary, be limited to part only of the subject matter dealt with in the first stage. The same jury must adjudicate both stages and award the prizes. Publication and exhibition of all the projects submitted, including first stage

Article 3

projects, will take place after the final adjudication. Publication of any design retained for the second stage before the final award has been made will entail the disqualification of its author.

Two stage competitions are advised for complex architectural projects (museums, libraries, airports) or large scale town-planning projects.

Article 4

The regulations and conditions for an international competition shall be identical for all competitors.

Article 5

A copy of the regulations and full set of conditions for any competition shall be filed with the International Union of Architects, hereinafter referred to as the UIA, and sent free of charge at the same time to all the UIA Member Sections concerned. The answers to the competitors' questions shall also be sent to the UIA and to all UIA Member Sections.

UIA approval may be given only on the basis of the final version of the regulations and programme and prior to any announcement. It is desirable that any promoter considering launching a competition consult the UIA at the earliest possible moment. The UIA will advise on the type of competition best suited to the project and on the organisation.

Since its foundation, the UIA has acquired an acknowledged competence and provides a guarantee on the efficiency of the methods to be used making for an overall economy in the organisation and management of competitions.

Article 6

Any set of conditions which is not published in one of the official languages of the International Union of Architects (English, French, Russian and Spanish) shall be accompanied by a translation into at least one of these languages. Such translations shall be issued at the same time as the original language version. Competitors shall not be required to submit material in more than one UIA language.

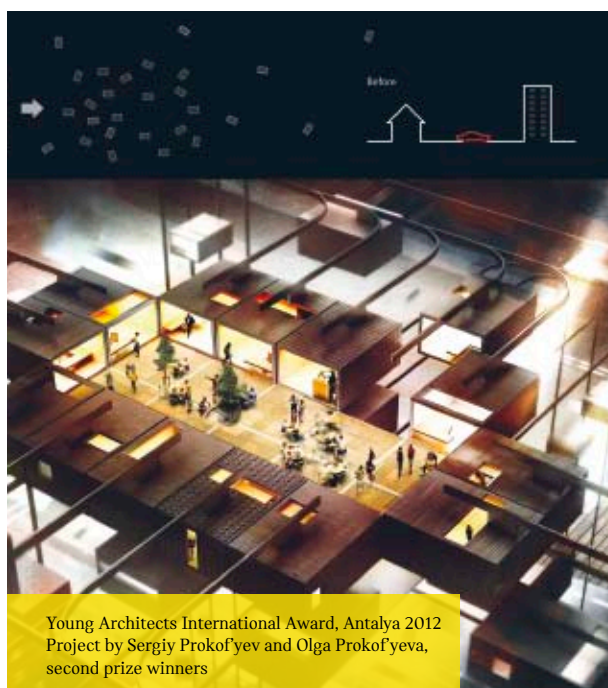
In order to ensure equal conditions for all competitors, it is necessary that this stipulation be respected. It also ensures an easy comprehension for the international jury.



Beirut House of the Arts and Culture, Lebanon
Project by Alberto Catalano, Teknoarch, winners of
the international competition

Article 7

All competitors' designs shall be submitted and judged anonymously.



Article 8

Notice of an international competition shall be issued by the promoter and/or the UIA General Secretariat to all Member Sections with a request for publication in technical journals or through other media at their disposal, as far as possible simultaneously, to enable those interested to apply for the regulations and full set of conditions in due time. The announcement shall state where and how copies of the conditions may be obtained and specify that the conditions have received UIA approval (see Article 15).

It is essential that the anonymity of the competitors be maintained until the final adjudication has been terminated and, in the interest of the competition, rigorous measures should be taken to ensure that this principle is observed scrupulously.

The competition regulations shall stipulate that all documents shall be submitted anonymously. The name, logo or any other mark that may identify the competitor, must not appear under any form. Anonymity shall be guaranteed by requiring each competitor to place an alphanumeric code of his/her own choice- composed of 4 digits + 2 letters, for example, 1cm high on the upper right corner of each plan and accompanying document that constitute the entry, including the identification envelope (that will contain the identity and complete contact details of the competitor (s).

On receipt of entries, the Professional and Technical Advisor will be responsible for masking these codes with a serial number. The codes and corresponding serial numbers will be recorded in a register which will be kept in a safe until the jury has reached its final decision, selected the winners and signed the official report to the Promoter. The competitors' identification envelopes will also be placed in the safe until the results have been declared and anonymity lifted.

In two stage competitions, stage two entries shall carry the same code as in stage one.

To ensure a large participation of professionals in an international competition, the announcement must be diffused rapidly and very widely.

The UIA, through its communication network and its internet site, makes it possible to reach the world community of architects efficiently.

PROFESSIONAL ADVISER

Article 9

The promoter shall appoint a Professional Adviser, preferably an architect (but who could be a town planner in the case of a town planning competition), to prepare the conditions and supervise the conduct of the competition.



Giant's Causeway Visitors' Centre in Northern Ireland
Project by Heneghan Peng Architects, winners of
the international competition

The Professional and Technical Adviser, preferably an architect, will be appointed and paid by the promoter and his appointment approved by the UIA. His/her functions include ensuring that the competition timetable is respected, supervising the reception of the competitors' questions, dispatching the promoter's replies to all competitors, the reception of competition entries and respect, at all times, of competitors' anonymity. He/she will control the work of the technical committee, assist the jury and be present during adjudication but will have no vote. The responsibilities of the Professional and Technical Adviser will be limited to the organisation of the competition.

A technical committee will be appointed by the promoter (the number of members of which will vary according to the number of entries submitted) to check that entries fulfil the mandatory requirements for the competition. This task is carried out on the basis of a check-list approved by the jury.

The technical committee will take no part in the adjudication process, nor may it eliminate any entry. It will simply point out to the jury any deviations from the programme or regulations.

The technical committee will be under the control of the Professional and Technical Adviser.

DRAWING UP OF THE CONDITIONS

Article 10

The conditions for international competitions, whether single or two-stage, open or restricted shall state clearly:

- (a) the purpose of the competition and intentions of the promoter;
- (b) the nature of the problem to be solved;
- (c) all the practical requirements to be met by competitors.

Of primary importance to the success of a competition is the careful preparation of the conditions, and most particularly of the programme. For this reason, adequate time should be allocated to this aspect of the competition preparation.

Article 11

A clear distinction shall be made in the conditions between mandatory requirements of an essential nature and those which permit the competitor freedom of interpretation, which should be as wide as possible. All competition entries shall be submitted in conformity with the regulations.



Article 12

The necessary background information supplied to competitors (social, economic, technical, geographical, topographical, etc.) must be specific and not open to misinterpretation. Supplementary information and instructions approved by the jury may be issued by the promoter to all competitors selected to proceed to the second stage of a two-stage competition.

Article 13

The regulations shall state the number, nature, scale and dimensions of the documents, plans or models required and the terms of acceptance of such documents, plans or models. Where an estimate of cost is required, this must be presented in standard form as set out in the regulations.

It must be remembered that the publication of the conditions constitutes an offer of contract binding the promoter. In registering for the competition, the competitor accepts this contract. The programme (completed by the replies to the competitors questions) constitutes the legal basis for this contract which is binding both for the promoter and the competitors. The programme is a decisive factor in the success of the project. It should contain the following basic information:

- a brief account of the promoter's objectives in relation to the project.
- a site description together with urban development plans, climatic conditions, local economic conditions, social conditions etc.
- a description of the functions and activities as well as technical and architectural restrictions of the various spaces.
- the promoter's expectations in terms of architectural, urban or landscape expression.
- environmental constraints in terms of construction, management, comfort, health.
- the estimated cost of construction and the elements on which the estimation is based.

It can be useful to indicate to the competitors, in the programme, the priority ranking given by the promoter to solutions to a given problem (functional aspects, construction or utilisation economy, solution of a technical or traffic problem, etc...). Sustainability of solutions should be encouraged.

The number of documents (plans, etc...) required from the competitors should be kept to the minimum necessary for the jury to understand and evaluate the projects submitted.

To ask for too much precision may falsify the adjudication by focusing the analysis on details to the detriment of the overall

Article 13



Gyeonggi-Do Jeongok Prehistory Museum, Republic of Korea
Project by Nicolas Desmazières,
winner of the international competition

UIA REMARKS AND RECOMMENDATIONS

quality and comprehension of the project.

The format of the documents to be submitted must be in conformity with international transport conditions.

Schedule:

Sufficient time must be allowed between the announcement of the competition and the closing date for registration and then for the reception of competitors' questions, taking into account the time necessary for transmission. The deadline for asking questions must be fixed at no more than a third of the way through the design process. The replies to the questions must also be sent to the members of the jury, to the UIA General Secretariat and to UIA Member Sections.

The date and time deadlines for the dispatch of entries by post or other means, including delivery by hand, must be specified in the competition regulations as well as the final date and hour for reception of entries by the promoter. Sufficient time must be allowed for delivery: three to six weeks in the case of an open international competition involving competitors from all over the world. In the case of late arrival of any entry, it is the responsibility of the jury to check that dispatch was made in accordance with the regulations and, consequently, whether circumstances permit admission of the entry to the adjudication. The promoter must check on the dimensions accepted by the international postal services.

The deadlines may under no circumstances be shortened.

The adjudication dates (including those for the second stage in the case of a two stage competition) must be fixed, with the agreement of the members of the jury, and must be published in the competition timetable which forms an integral part of the competition regulations. Adjudication dates will take into account the time required for the dispatch of projects, customs clearance and the hanging and other arrangements necessary for adjudication. Experience shows that one week is usually sufficient for the adjudication of an average competition.

If, for an unavoidable reason, and with the agreement of the jury, the adjudication has to be postponed, the revised dates

Article 13

Article 14

As a general rule, the promoter of an international competition shall use the metric scale. Where this is not done the metric equivalent shall be annexed to the conditions.

UIA APPROVAL

Article 15

The promoter must obtain the UIA's written approval of the requirements for a competition - including the timetable, registration fee and membership fee of the jury - before announcing that it is being held under the UIA auspices.

UIA REMARKS AND RECOMMENDATIONS

must be made public.
Experience shows that customs clearance sometimes takes longer than anticipated. The promoter should therefore make arrangements with the customs authorities to speed clearance of projects.

- Cost estimates:
- a) It is often difficult, in an international competition, to give a sound basis for a cost estimate. However, competitors may be asked to provide estimations relative to the surface area (m²) or volume (m³) of the building, for the purpose of comparison by the jury.
 - b) In the case of a two stage competition, the promoter may appoint independent consultants to compare the costs of certain projects which have reached the final stage of selection and prior to the final adjudication. It is recommended that cost estimates should not be a determining factor in the jury's decision, except where a budget has been imposed in the competition conditions.



Gyeonggi-Do Jeongok Prehistory Museum, Republic of Korea
Project by Nicolas Desmazières,
winner of the international competition

REGISTRATION OF COMPETITORS

Article 16

As soon as they have received details of the competition, competitors shall register with the promoter. Registration implies acceptance of the regulations for the competition.

Article 17

The promoter shall issue to competitors all the necessary documentation for preparing their designs. Where the furnishing of such documentation is conditional on payment of a deposit, unless otherwise stated this deposit shall be returned to competitors who submit a bona fide design.

Article 18

The names of those competitors selected to proceed to the second stage of a two-stage competition shall be made public only under exceptional conditions to be agreed on by the jury before the launching of the competition.

PRIZE-MONEY, COMPENSATION AND HONORARIA

Article 19

The regulations for any competition must state the number of prizes and the amount of prize-money. This must be related to the size of the project, the amount of work involved for competitors and the resulting expenses incurred by them.

Article 20

Town-planning competitions are, by their nature, ideas competitions, since the work is generally carried out by official bodies, frequently on a long-term basis. It is therefore particularly important for the promoter to allot adequate prize-money to recompense competitors for their ideas and the work they have done.

In view of the high bank charges applied to each transaction, it is recommended to apply a non-refundable fee that will be kept as low as possible to encourage high participation. The regulations will state that the fee is non-refundable.



The total sum allocated for prizes must be stated in the competition regulations. It is usual for the jury to award a first, second and third prize; however, the prize money may be otherwise allocated on the recommendation of the jury.

It is customary for the promoter to set aside a global sum for special mentions and for the purchase of schemes of particular merit, which the jury will select. This must be clearly stated in the regulations and any decision not to award the total amount of the prize money must be taken unanimously by the jury which will explain its reasons.

Article 21

The promoter undertakes to accept the decisions of the jury and to pay the prize-money within one month of the announcement of the competition results.

In certain countries the tax authorities deduct a percentage of the money awarded to winners. In such a case, the promoter must ensure that this is stated in the regulations, so that foreign participants are aware that the prize money is subject to a tax deduction. The rate of such tax should be indicated.

Article 22

Each participant in a competition by invitation shall receive an honorarium in addition to the prizes awarded.

The honorarium will be paid to each competitor who, in the opinion of the jury, have submitted a bona fide entry.

Article 23

In two-stage competitions, a reasonable honorarium shall be paid to each of the competitors selected to take part in the second stage. This sum, which is intended to reimburse them for the additional work carried out in the second stage, shall be stated in the regulations for the competition and shall be in addition to the prizes awarded.

Article 24

The regulations shall state the exact use to which the promoter will put the winning design. Designs may not be put to any other use or altered in any way except by agreement with the author.

In the case of a project competition, the regulations should include a draft of the future contract between the promoter and the winner.

Article 25

In project competitions the award of the first prize to a design places the promoter under the obligation to entrust the author of the design with the commission for the project. If the winner is unable to satisfy the jury of his ability to carry out the work, the jury may require him to collaborate with another architect or town-planner of his choice approved by the jury and the promoter.

In certain cases, partnership between the prize-winning architect and a local architect of the promoting country may be a condition for entry and must be stipulated in the regulations.

In the case of very big projects, the competition regulations may stipulate that only architects having architectural experience of a similar nature may participate. In doing so, the promoter will have a guarantee of the winner's satisfactory professional qualifications for the realisation of the project.

Article 26

In project competitions provision shall be made in the regulations for the competition for the first prize winner to receive as compensation a further sum equal to the amount of the first prize if no contract for carrying out the project has been signed within twenty-four months of the announcement of the jury's award. In so compensating the first prize winner the promoter does not acquire the right to carry out the project except with the collaboration of its author.

Article 27

In ideas competitions the promoter, if he intends to make use of all or part of the winning or any other scheme, shall wherever possible, consider some form of collaboration with its author. The terms of collaboration must be acceptable to the latter.

INSURANCE

Article 28

The promoter shall insure competitors' designs from the time when he assumes responsibility for them and for the duration of his responsibility. The amount of such insurance will be stated in the regulations.

COPYRIGHT AND RIGHT OF OWNERSHIP

Article 29

The author of any design shall retain the copyright of his work; no alterations may be made without his formal consent.



The regulations must, in this case, give details of the draft contract that will be proposed.

At the end of a competition, the project will be finalised together with the promoters and therefore may evolve, without, however, putting the architectural part of the project into question.

UNESCO / STANDARD REGULATIONS FOR INTERNATIONAL COMPETITIONS IN ARCHITECTURE AND TOWN PLANNING

Article 30

The design awarded first prize can only be used by the promoter upon his commissioning the author to carry out the project. No other design, whether it has been awarded a prize or not, may be used wholly or in part by the promoter except by agreement with the author.

Article 31

As a general rule, the promoter's right of ownership on a design covers one execution only. However, the regulations for the competition may provide for repetitive work and specify the terms thereof.

Article 32

In all cases, unless otherwise stated in the regulations, the author of any design shall retain the right of reproduction.

THE JURY

Article 33

The jury shall be set up before the opening of the competition. The names of members and reserve members of the jury shall be listed in the regulations for the competition.

Article 34

As a general rule the members of the jury are appointed by the promoter after approval by the UIA. The UIA shall assist promoters in the selection of jury members.

UIA REMARKS AND RECOMMENDATIONS



The composition of the jury is a decisive factor for the success of an international competition and can encourage a very wide participation.

The UIA, through its communications network, can advise the promoter very efficiently with regard to the composition of the jury, suggesting professionals with particular competence corresponding to the project to be adjudicated.

Article 35

The jury shall be composed of the smallest reasonable number of persons of different nationalities, and in any event should be an odd number and should not exceed seven. The majority of them shall be independent architects, town-planners or, in special circumstances, other professionals working in association with them..

The advantages of restricting the number of jury members cannot be too strongly emphasised. Where possible the number should not exceed seven and should always be uneven. The jury must be composed of a majority of architects, or in certain cases, of architects and other professionals, such as town planners or engineers. The UIA will nominate one member as its representative. The majority of the jurors must be foreign to, and live and practice outside the promoting country. The jurors should be chosen for their particular competence in the subject matter of the competition.

Article 36

At least, one member of the jury shall be appointed by the UIA and this should be stated in the regulations for the competition.

Deputy jury members must be appointed in the proportion of one deputy to four members of the jury, excluding the UIA representative. The deputy for the UIA representative will also be nominated by the UIA. Deputies must attend all jury meetings, without having the right to vote, in order to replace a member in the event of illness or unavoidable absence which may occur during adjudication. The deputy will then officially replace the absent member until the end of the adjudication.

Article 37

It is essential that all full - i.e. voting - and reserve i.e. non-voting - members of the jury be present throughout all meetings of the jury.

Article 38

If a voting jury member misses the first meeting, a non-voting member shall acquire his vote for the whole period of adjudication. If, for any reason, a voting jury member has to absent himself for brief period of time, a non-voting member shall acquire his vote for that period and any decision taken shall be binding.

The UIA representative will be obliged to withdraw from the jury in the event of non-respect of the international regulations.

The jury may include consultant members whose competence may be of help in the analysis of the projects. They may, under no circumstances, take part in the vote and their number may not be superior to the number of voting members.

Article 38

If a voting jury member is absent for a prolonged period or leaves before the conclusion of the adjudication, his vote shall be acquired by a non-voting member for the remainder of the period of adjudication.

Article 39

Each member of the jury shall approve the regulations and conditions for the competition before they are made available to competitors.

The members of the jury should, if possible, be consulted when the regulations and programme are being drawn up. Ideally, a meeting should be held and jurors taken to visit the site prior to their approval.

Article 40

No member of the jury for a competition shall take part, either directly or indirectly, in that competition, or be entrusted either directly or indirectly with a commission connected with the carrying out of the object of the competition.

At the opening session, all jurors shall declare that they have not seen nor been involved in any of the projects before the meeting. In the event of a juror having knowledge of an entry, he/she will abstain from voting on that project.

Article 41

No member of the promoting body, nor any associate or employee, nor any person who has been concerned with the preparation or organization of the competition, shall be eligible to compete or assist a competitor.

Article 42

The decisions of the jury shall be taken by a majority vote, with a separate vote on each design submitted. In the event of a tied vote, the Chairman shall have the casting vote. The list of awards, as well as the jury's report to the promoter, shall be signed by all members of the jury before they disperse and one copy of this document shall be sent to the UIA.

The promoter will provide a secretariat for the jury responsible for keeping the minutes of the meetings and recording the decisions. The promoter must also provide simultaneous translation and interpretation, if necessary.

All entries for the competition must be presented to the jury and adjudicated under identical conditions. It is recommended that sufficiently large space be available for adjudication so that handling of the entries be avoided in so far as possible. Where handling of projects is required during adjudication, staff should be available to assist. A conference room must also be made available to the jury.

Article 43

In two-stage competitions, the same jury should judge both stages of the competition. In no case may a competition which has received the UIA approval as a single-stage competition proceed to a second stage except with UIA approval of the conditions and the arrangements for payment of honoraria to the competitors involved, over and above the prize-money provided for in the original competition. In the event of such a secondary competition taking place, the jury appointed for the original competition must be reappointed by the promoter.

Article 44

Any drawings, photographs, models or other documents not required under the regulations shall be excluded by the jury before it examines a competitor's entry.

Article 45

The jury shall disqualify any design which does not conform to the mandatory requirements, instructions or regulations for the competition.

Article 46

The jury must make awards. The awards shall be final and shall be made public by a date agreed on with the UIA and stated in the competitions. The jury, when distributing the awards, shall make full use of the amount set aside for prizes in the competition conditions. In an ideas competition, a first prize shall be awarded.

Article 47

The fees and travel and subsistence expenses of jury members shall be paid by the promoter.



Giant's Causeway Visitors' Centre in Northern Ireland
Project by Heneghan Peng Architects, winners of
the international competition

The jury's decision is binding for the Promoter

Remuneration for each foreign member of the jury should be on the basis of 700 euros minimum per day, the exact amount to be fixed by common agreement between the promoter and the UIA, before the competition is launched. The same fee applies to the deputy members. Travel and accommodation expenses will also be met by the promoter.

EXHIBITIONS AND ENTRIES

Article 48

All designs, including those disqualified by the jury, shall be exhibited, as a general rule, for at least two weeks, together with a copy of the signed report of the jury. The exhibition shall be open to the public free of charge.

Article 49

The promoter shall notify registered competitors in good time of the date and place of the public exhibition and of the results of the competition, and send them a copy of the jury's report. He shall similarly inform the UIA and all National Sections. Photographs of the prize-winning designs shall be sent to the UIA with a view to possible publication.

Article 50

In two-stage competitions, designs submitted in the first stage shall be kept secret until the final results are announced.

RETURN OF PROJECTS

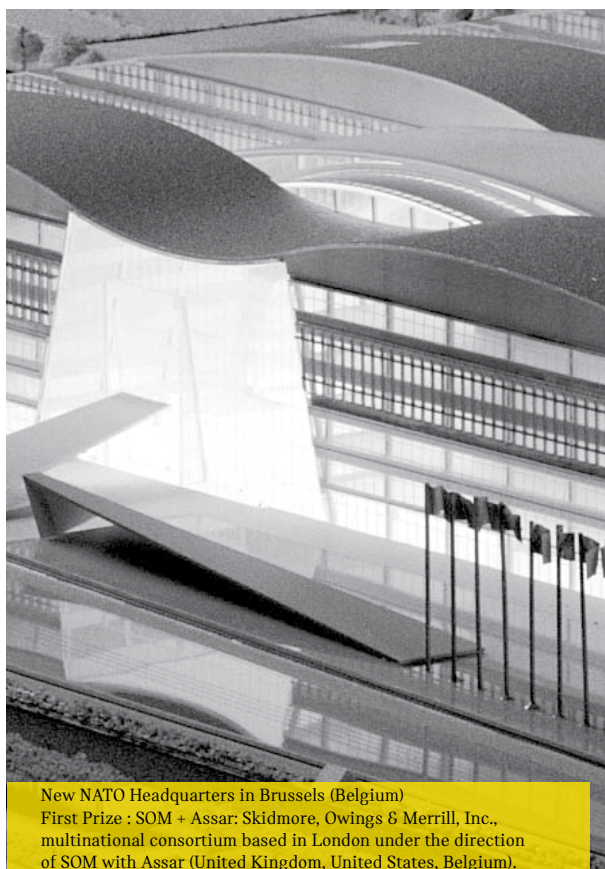
Article 51

All drawings and plans, other than those which have received prizes or been purchased and are retained by the promoter, shall be destroyed at the end of the public exhibition, unless provision is made to the contrary in the regulations for the competition. Where models are required, these will be returned to their author at the expense of the promoter within a month of the close of the public exhibition.

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All projects, including those disqualified by the jury, with the names of their authors, shall be exhibited for at least two weeks, together with a signed copy of the jury report. On line exhibitions can also be considered.

Competitors have the right to remain anonymous if their projects are not amongst the prize-winners or those to be purchased. They should indicate this in the envelope containing their identity.



New NATO Headquarters in Brussels (Belgium)
First Prize : SOM + Assar: Skidmore, Owings & Merrill, Inc.,
multinational consortium based in London under the direction
of SOM with Assar (United Kingdom, United States, Belgium).



LITIGATION

Since no regulations, however well drawn up, can preclude all possibility of dispute, provision for conciliation and arbitration must be included in the competition regulations.

The jury members are the sole arbiters at all stages, up to the final prize giving.

In the event of a dispute, not related to the adjudication process or the awarding of the prizes, the matter shall be settled by an arbitration process approved by the UIA, and without recourse to the legal authorities of the promoting country.

The arbitration board could be the UIA Commission for International Competitions.

Another arbitration procedure could involve the appointment of three arbiters, one to be nominated by each party and the third by the UIA Commission for International Competitions

The expenses resulting from any conciliation or arbitration procedure shall be shared by the two interested parties.



Giant's Causeway Visitors' Centre in Northern Ireland
Project by Heneghan Peng Architects, winners of
the international competition



COST OF ORGANISING AN INTERNATIONAL COMPETITION

It is impossible to predict the exact cost of an international competition and the promoters are therefore advised to contact the UIA General Secretariat, (Tour Maine Montparnasse, 33 avenue du Maine – BP 158, 75755 Paris cedex 15, France), which will provide information and advice in the light of the nature of the envisaged competition. Costs vary in different parts of the world and according to the facilities available to the promoter.

Prizes

The total value of the prizes to be awarded in an international competition varies according to the size and complexity of the project. As a general guide, the total prize money should be in the region of 1,5% to 3% of the estimated cost of the building.

Professional and technical adviser's fee

This fee varies according to the complexity of the competition programme and regulations and the country in which the competition is being run.

Consultants' fees

It may be necessary to call on consultants for the preparation of the programme or for particular aspects of the assessment during adjudication. They may, in certain cases, be foreigners. Their fees depend on the extent of the work to be done. Their transport and subsistence expenses will also be met by the promoter.

UIA fee

The UIA fees will be fixed in relation to the services required by the promoter (see annex 2).

OTHER COSTS

- Technical committee's fees
- Site survey
- Publicity for the competition (other than that carried out by the UIA)
- Printing of the competition documents, including site plans, photographs, etc..
- Arrangements for the reception of entries
- Hire of premises, if necessary, for the adjudication and public exhibition of all entries
- Insurance of competition projects while in the possession of the promoter
- Organisation of the prize-giving ceremony
- Return of entries and obligatory return of models
- Catalogue of the competition entries
- Secretariat expenses (interpretation, translation, correspondence etc.).





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