

RULES OF PROCEDURE FOR  
THE ORGANIZATION OF THE

ISCM

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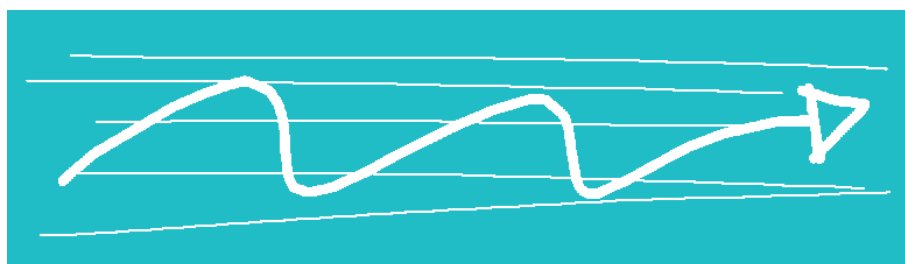
WORLD (NEW)

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MUSIC DAYS FESTIVAL

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• 2022 wording adapted by GA in New Zealand



## I. GENERAL REMARKS

1. ISCM's vision and purpose, mission and values are outlined in Articles 5 and 6 of the ISCM Statutes.
2. The ISCM promotes international musical events organized by one or more of its members. One annual event is the "ISCM World (New) Music Days Festival", which upon agreement by the ISCM General Assembly can be organized by any legitimate ISCM Section or Full Associate Member, hereafter called "the Organizer." Other ISCM Members may also be associated with the event, and occasionally more than one Member may share the role "Organizer".
3. The ISCM World (New) Music Days Festival shall host the General Assembly of the ISCM, which all representatives of its legitimate member organizations are entitled to attend, in accordance with the rights of the members stipulated in Articles 24—26 of the ISCM Statutes.
4. The Organizer shall decide, on the basis of their organization's cultural position in the international music scene, whether to name the Festival "ISCM World Music Days" or "ISCM World New Music Days". For the purposes of clarity in this document, the abbreviation ISCM-WMD hereafter refers to either possible longer-form name.
5. If the Organizer proposes any festival different than described in the Rules of Procedure listed in articles IV., V., VI., VII., and VIII, those differences will be included in the application and contract to host the ISCM-WMD and GA.

## II. ROLE OF THE ISCM-WMD FESTIVAL

The ISCM-WMD Festival is a platform for musical exchange and a showcase of international contemporary music, without prejudice or bias towards different forms of musical expression, styles, genres or formats; nor regarding race, gender, religion or politics.

## III. FORMAT OF THE ISCM-WMD FESTIVAL

1. The ISCM-WMD Festival shall take place on consecutive days in the host member's region(s), and may be organized in such a way that suits the artistic and practical preferences of the Organizer, in accordance with this document.
2. The ISCM-WMD Festival shall strive to represent all legitimate members of the ISCM in one way or another through the activities of its programs, such as performances, seminars, exhibitions, etc., in accordance with this document.
3. Attention will be given to a diverse range of musical categories, as deemed practical and viable by the Organizer, taking into consideration the diversity of contemporary music at large.



4. Each ISCM-WMD Festival will provide an opportunity for a world premiere from an ISCM Young Composer Award (YCA) commission. This commission will be paid for by ISCM, and will be written for musical forces agreed upon between the Organizer, composer, and ISCM. The organizer shall provide accommodation for a minimum three nights and access to rehearsals for the YCA composer.
5. The sole and full financial responsibility for the ISCM-WMD Festival will be borne by the Organizer, with no liability to the ISCM.

#### IV. ORGANIZATION OF THE ISCM-WMD FESTIVAL

1. ISCM Sections and Full Associate Members may submit an official application to the Executive Committee to host the ISCM-WMD Festival.
2. The application should be submitted in writing to the Executive Committee at least six months prior to the General Assembly held three years before the respective ISCM-WMD Festival.
3. The application must contain the following information:
  - a. place, date, scope, particulars of any organizations or institutions with which the Organizer is collaborating for this purpose;
  - b. a complete list of the resources of the ISCM-WMD Festival, presenting the available practical possibilities, orchestras, ensembles, planned number of concerts, etc.;
  - c. a budget for the financing of the ISCM-WMD Festival, including, as appropriate, travel, accommodation and concert admission for the Executive Committee members, legal counsel, delegates and participating composers and musicians;
  - d. an official written confirmation from the Organizer of the ISCM-WMD Festival that they undertake full financial responsibility for the ISCM-WMD Festival, with no liability to the ISCM;
  - e. arrangements for the organization of the General Assembly (premises, translations, administrative support, etc.);
  - f. plans for recording, broadcasting, publicising, reviewing and archiving the ISCM-WMD Festival events.
  - g. A comprehensive outline for the approval of the general assembly of any exemptions from the Rules of Procedure listed in articles IV., V., VI, VII., and VIII. that the Organizer will deliver for their proposed ISCM-WMD Festival.
  - h. Outline how the Organizer will respond to ISCM Policy Documents relevant to the organization of the ISCM-WMD Festival.
4. The information and requirements mentioned in paragraph 3 a. – f. are related to the “Contract for Organizing the ISCM-WMD Festivals.” The application to host the ISCM-WMD must be accompanied by a binding written offer signed by the Organizer and submitted to the ISCM.
5. The General Assembly shall reach a decision on an application to host an ISCM-WMD upon a motion by the Executive Committee (see Art. 32 f. of the ISCM Statutes). Following a successful bid to host, a binding contract will be exchanged between the ISCM and the Organizer.



## V. ACCOMMODATION LOGISTICS

1. While all delegates shall pay their own travel expenses, the Organizer shall provide accommodation during the time of the General Assembly meetings for the following persons attending the festival, as well as breakfasts on each date of the meetings:
  - a. Members of the ISCM Executive Committee and Legal Counsel of ISCM
  - b. First Delegates of all Sections in good standing and of Full Associate Members in good standing of the ISCM
2. The Organizer shall aim to centralize the accommodation of delegates and participating composers so as to maximize interaction and ensure optimal rehearsal and concert conditions.

## VI. ORGANIZER'S RIGHTS & RESPONSIBILITIES

1. Rights:
  - a. The Organizer has the right to assert its artistic preferences and objectives in the selection and structuring of its festival programs, provided the conditions in the "Rules of Procedure" and "Contract for Organizing the ISCM-WMD Festival" are honoured.
  - b. The Organizer has the right to fully utilize any income raised or acquired through the use of the ISCM name and logo in the context of the ISCM-WMD Festival without having to obtain approval from the ISCM.
  - c. The Organizer has the right to use the ISCM name and logo in the context of the ISCM-WMD Festival and to raise funds and acquire income through the organization of the ISCM-WMD Festival as long as the legal and financial interests of the ISCM are not compromised.
  - d. The Organizer has the right to invite any guests to ISCM-WMD Festival concerts without having to obtain approval from the ISCM.
2. Responsibilities:
  - a. The Organizer is required to honor all commitments, including financial, outlined in the "Rules of Procedure for the Organization of ISCM World (New) Music Days Festival" in force at the time of signing the "Contract for Organizing the ISCM-WMD Festival."
  - b. The Organizer undertakes full financial responsibility for the Festival, with no liability carried by the ISCM.
  - c. The Organizer is required to fully cooperate with the ISCM Secretariat and Executive Committee in all artistic and logistic matters related to the ISCM and its members.
  - d. The Organizer must ensure that permissions are obtained for use of the composers' photographs and information in the programme booklet, and that composers, performers and performing ensembles grant prior consent for potential broadcasting and streaming of performances. Calls for works should include these requirements.
  - e. The Organizer shall produce and print sufficient copies of an official programme book of the ISCM-WMD Festival in English. The Organizer will be informed by the Secretary General about any other necessary elements such as document printing and provision of meeting resources.



## VII. SUBMISSION PROCEDURES

1. The Organizer should specify clearly in the “Call for Works” the types of performing forces available in the festival, and structure accordingly its invitation to submit entries for the performing categories.
2. There can be two types of submissions:
  - a. Official Submissions: by legitimate Sections, Full Associate Members and Affiliated Associate Members in good standing according to the “Rules of Procedure for Membership Categories.”
  - b. Individual Submissions: by composers or their authorized representatives, through the payment of a submission fee determined by the Executive Committee.
3. Only one work per composer can be submitted for a given ISCM-WMD Festival, whether through the official or individual submissions.
4. An official submission may not include any work by a composer who has been performed in the previous year’s ISCM-WMD Festival.
5. Preferably all submissions have been composed within five years of the date of the ISCM-WMD Festival.
6. An official submission by a Section or Full Associate Member only, will enjoy an exclusive right of having at least one submitted work guaranteed to be selected for performance in the ISCM-WMD Festival, if the submission fulfills the following stipulations:
  - a. The official submission includes six eligible works.
  - b. Over half the total number of works (at least four) must be submitted for different score categories within the “Call for Works”.
7. All submissions must satisfy the relevant category requirements in the Call for Works, and be accompanied by the following materials:
  - a. Short biography of the composer in English
  - b. Contact information of the composer (address, email, telephone, website)
  - c. Wherever possible, an audio or video recording of the work
  - d. Programme notes of the submitted work in English
  - e. Photograph of the composer
  - f. Accurate duration of the work
  - g. Year of composition



## VIII. SELECTION PROCEDURES

1. As long as the representation and submission guidelines in this document are observed and the ISCM Executive Committee is fully informed in a timely manner, the Organizer has complete freedom in designing its most suitable procedures for selecting the ISCM-WMD Festival programme.
2. The Organizer must include at least one work to be performed in the ISCM-WMD Festival from each official submission of Sections and Full Associate Members, provided that these submissions fulfill the stipulations described above in VII—6, and those Members are in good standing at the time of submission. The Organizer shall provide the Executive Committee with a list of official submissions not fulfilling these stipulations. The ISCM will confirm to the Organizer a list of any Members not in good standing at the time of the submission deadline.
3. If the Organizer is unable to select any work from an official submission from a Section or a Full Associate Member which fulfills the stipulations stated above in VII—6, due to practical or unforeseen reasons, it has to communicate with the member(s) concerned to find a mutually acceptable solution, with all correspondences copied to the ISCM Secretariat for reference. In case a solution is impossible, the ISCM Executive Committee has the right to negotiate a practical decision which shall be binding to all parties concerned.
4. The ISCM Executive Committee has the right to nominate a representative to oversee the selection process.
5. The Organizer is obliged to inform the composers selected for the ISCM-WMD Festival of rehearsals of their works and other relevant information in a timely manner, and to ensure adequate rehearsal time with the composers present.
6. The Organizer shall produce and present to the Executive Committee the list of the works selected to be performed at least six months before the start of the ISCM-WMD Festival, as well as the complete list of works submitted and selected from the official submissions, indicating which works were composed by composers aged 35 and under during the year of the Festival.

