

# Constitution

*WorldSkills International*

# I Name and seat

## Article 1

### 1.1 Name

The association will be known as WorldSkills International.

The association (hereinafter referred to as: the “Organization”) operates worldwide and is politically and denominationally neutral and shall not seek to make a profit.

### 1.2 Seat

The Organization is registered in Amsterdam and is governed by the laws of the Netherlands.

## II Vision, mission, and objectives

### Article 2

#### 2.1 Vision

The vision of the Organization is “improving our world with the power of skills”.

#### 2.2 Mission

The mission of the Organization is to raise the profile and recognition of skilled people, and show how important skills are in achieving economic growth and personal success.

#### 2.3 Objectives

- A. Marketing the Organization by drawing on the global efforts of Member organizations.
- B. Positioning the WorldSkills Competition as the premier world event for skills recognition and advancement.
- C. Developing a new modern identity and a flexible structure to support the global activities of WorldSkills International.
- D. Developing strategic partnerships with selected corporate, government, and non-government organizations to further the aims of the Organization.
- E. Disseminate information and share knowledge about skill standards and the Organization’s performance bench-marks.
- F. Facilitate networking among the Organization’s stakeholders to develop new opportunities for skills development and innovation.
- G. Encourage the transfer of skills, knowledge, and cultural exchange between participants in the Organization and other young people across the world.

To achieve these objectives the Organization will:

- use Skills Competitions, Education and Training, Promoting Skills, Research, Career Building, and International Cooperation to bring together industry, government, and education organizations to drive an international skills agenda designed to create economic stability and growth for all people and freedom of choice for all youth,
- 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 organizations around the world, and
- encourage the exchange of young professionals among the Members.

## III Governing bodies, standing committees, and appointed officers

### Article 3

#### 3.1 Governing Bodies

The Organization's governing bodies are:

- the General Assembly, and
- the Board of Directors (referred hereafter to as “the Board”).

#### 3.2 Standing Committees

The Organization's standing committees are:

- the Strategic Development Committee, and
- the Competitions Committee.

#### 3.3 General Assembly

3.3.1 The General Assembly is the highest authority. The General Assembly consists of the Official Delegates and the Technical Delegates (refer Article 4.3), representing the Members of the Organization. Each Member has one vote to be cast by one of the Delegates (as defined in Standing Order 2).

3.3.2 The General Assembly shall meet 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 or at the request of one third of the Members in good financial standing (referred hereafter to as “financial Members”).

3.3.3 All meetings will be convened by letter or email with an indication of the items to be dealt with at least four weeks before the meeting.

3.3.4 The powers of the General Assembly include:

- election of the Board members (including President and Treasurer),
- selection of the hosts of Competitions and General Assembly meetings
- approval of the Organization's annual accounts and adoption of the financial statements audited by an auditor as referred to in Article 2:48 paragraph 2 of the Dutch Civil Code,
- resolutions on reports and proposals from the Board,
- decisions about future Competitions,
- ratification of the admission of Members,
- expulsion of Members,
- resolutions concerning awards,
- approval of Competition results,
- approval of the budget and the Annual Fees,
- ratification of changes to the Standing Orders, Competition Rules, Code of Ethics and Conduct, and other official documents on the proposal of the Board,
- ratification of changes to the Constitution on the proposal of the Board, and
- dissolution of the Organization.

#### 3.4 Board

3.4.1 The Board consists of eight members. The Board members are of equal status in conducting the affairs of the Organization. The Board is responsible to the General Assembly.

3.4.2 Board members are elected for a four-year term, for the following Board positions:

- President and Chair of the Board,
  - Two Board members responsible for Competitions Committee leadership,
  - Four Board members responsible for Strategic Development Committee leadership, and
  - Treasurer.
- 3.4.3 Board elections are held every two years. The election shall take place at the General Assembly in the even-numbered year between WorldSkills Competitions, with half the positions being elected each two-year cycle as follows:
- A. President and Chair of the Board, one Board member for Competitions Committee, and two Board members for Strategic Development Committee.
- B. Treasurer, one Board member for Competitions Committee, and two Board members for Strategic Development Committee.
- Elections for A positions will normally be held in 2022, 2026 and each four years after that; elections for B positions will be held in 2020, 2024 and each four years after that. **Note:** in order to transition to the new biennial elections and Board structure as defined in 3.4.1-3.4.3, the first election for “A” positions will be conducted in 2019 for a one-time three-year term.
- 3.4.4 Board members 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 3.3. In the case of a Board vacancy a new election will be held at the next General Assembly meeting. In such cases, the term of the incoming Board member is until the next election for that position.
- 3.4.5 The Board shall meet at least four times a year (face-to-face and videoconference meetings). These meetings are chaired by the President. The Chief Executive Officer participates in the meetings for advice. A special meeting of the Board may be convened at any time at the request of the majority of the Board members. The agenda for all meetings will be issued at least two weeks before a meeting.
- 3.4.6 The powers of the Board include:
- overall responsibility for the Organization,
  - appointment of the Chief Executive Officer,
  - preparation of updates to the Constitution,
  - preparation of updates to the Standing Orders and Code of Ethics and Conduct,
  - preparation of a strategic plan and monitoring the CEO’s associated action plan,
  - monitoring the quality of the Competitions,
  - coordination of the Organization’s meetings,
  - coordination of the results from the Organization’s meetings and subsequent reports and proposals to the General Assembly,
  - decisions on special tasks to be undertaken by the members of the Board,
  - approval of the Organization’s annual report,
  - appointment of an auditor as mentioned in Article 2:48 Dutch Civil Code,
  - decisions on the annual accounts,
  - contacts with other organizations,
  - admission of new Members (with ratification by the General Assembly – refer Article 4.2),
  - appointment of a Quality Auditor as referred to in Standing Order 9.8,
  - approval of Awards (refer Article 6),
  - evaluation of Competition hosts and General Assembly meeting hosts and subsequent proposals to the General Assembly, and
  - establishment of working groups.

## 3.5 Strategic Development Committee (SDC)

The Strategic Development Committee consists of the Official Delegates. The chairing is a shared responsibility of the Board members responsible for Strategic Development Committee leadership.

The Strategic Development Committee has oversight of all strategic developments and supports ways to implement the vision, mission, aims and objectives of the Organization. The Strategic Development Committee has responsibility for involvement from Member organizations and their stakeholders and harnessing the talent and capacity within.

### **3.6 Competitions Committee (CC)**

The Competitions Committee consists of the Technical Delegates. The chairing is a shared responsibility of the Board members responsible for Competitions Committee leadership.

The Competitions Committee has oversight responsibility for preparing, delivering, and managing the skills competitions ensuring excellence in all aspects and standards.

### **3.7 Chief Executive Officer (CEO)**

- 3.7.1 The Chief Executive Officer is appointed by the Board. The terms and conditions of the appointment will be set out in a contract for services as agreed to by the Board and the Chief Executive Officer. Refer to Standing Order 9.6 for powers and duties.

## IV Membership

### Article 4

#### 4.1 Definition

The term Member means a body representing a vocational education and training system in a country/region and recognized as such by the Organization.

#### 4.2 Admission

The admission of Members is the responsibility of the Board and must be ratified by the General Assembly (the admission procedure is governed by the Organization's Standing Orders).

#### 4.3 Delegates

A Member is represented by an Official and a Technical Delegate. These Delegates are appointed at the Member's discretion but must meet the membership criteria (Standing Orders 6.2) and be selected to actively contribute in their respective roles and responsibilities for WorldSkills International.

#### 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 Organization.

#### 4.5 Information

Every Member has the obligation to notify the Chief Executive Officer 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 and/or repeated breaches of the Constitution, the Standing Orders, the Code of Ethics and Conduct, the aims of the Organization, or the neglect of financial commitments, provided that three-quarters 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 after satisfying the requirements of due process.

# V Finances

## Article 5

### 5.1 Financial year

The Organization's financial year is from the first day of January up to and including the thirty-first day of December.

### 5.2 Income

The income of the Organization includes:

- Admission Fees for membership,
- Annual Membership Fees,
- Hosting Fees,
- fees for professional services,
- the sale or licencing of Technical Descriptions, literature, analyses, and other intellectual property,
- income from conferences,
- voluntary donations,
- Sponsorship Fees, and
- Other sources as approved by the General Assembly or Board.

### 5.3 Annual Fees

On the recommendation of the Board, the General Assembly sets the Fees.

### 5.4 Remuneration

Board members, Members of the Organization, and their Delegates are not remunerated for their services.

### 5.5 Liability

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

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

### 5.6 Auditing

The accounts and a statement of the Organization's assets and liabilities shall be audited by an auditor as referred to in the Dutch Civil Code before submitting to the General Assembly for adoption.



## **VI General provisions**

### Article 6

#### **6.1 Awards**

On the approval of the Board, past Delegates, partners, sponsors, and stakeholders or past Presidents of the Organization may be nominated for WorldSkills Awards (as defined in Standing Orders 4.3 to 4.6).

### Article 7

#### **7.1 Standing Orders**

The Board shall prepare Standing Orders in English as necessary to regulate the conduct of the Organization's affairs and to define the roles and responsibilities of the Board, Standing Committees, Board members, and Chief Executive Officer.

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

### Article 8

#### **8.1 Interpretation**

In the event of any conflict within different translations of the Constitution, the English version shall govern, except for legal matters where the Dutch version governs by law.

### Article 9

#### **9.1 Gender**

In all WorldSkills International documentation, whenever a gender-specific term is used, it should be understood as referring to all genders, unless explicitly referring to a named individual.

## VII Final provisions

### Article 10

#### 10.1 Amendments

The Constitution may be amended by the General Assembly provided that two-thirds of the Members represented at the meeting and entitled to vote, agree.

#### 10.2 Dissolution

The Organization may be dissolved by the General Assembly provided that three-quarters of the Members represented at the meeting and entitled to vote, agree.

In the event of a dissolution, the assets of the Organization shall be returned to financial Members in proportion to their latest Annual Membership Fee.

#### 10.3 Representation

The Board or the President together with the Chief Executive Officer are entitled to represent the Organization.

## Revisions

The following table shows the date that the Constitution updates were ratified by the General Assembly. The updated Articles legally come into effect on the date of the execution of the Dutch notarial deed (lodged by the Secretariat after the General Assembly).

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
v3.2	Jeju, 19.05.12	Revised and adapted: Simon Bartley – President David Hoey – Chief Executive Officer
v3.3	Lucerne, 15.09.14	Revised and adapted: Simon Bartley – President David Hoey – Chief Executive Officer
v3.4	São Paulo, 10.08.15	Revised and adapted: Simon Bartley – President David Hoey – Chief Executive Officer
v3.5	Abu Dhabi, 15.10.17	Revised and adapted: Simon Bartley – President David Hoey – Chief Executive Officer

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v3.6	Amsterdam, 18.10.18 Ratified 09.02.19	Revised and adapted: Simon Bartley – President David Hoey – Chief Executive Officer
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v3.7	Videoconference, 14.10.20	Revised and adapted: Chris Humphries – President David Hoey – Chief Executive Officer
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