

# CONSTITUTION

## The African Institute of the Interior Design Professions (IID)

### 1. Name

- 1.1 The name of the Association (herein after called "The Association") is "The South African Institute of the Interior Design Professions".
- 1.2 The abbreviated form shall be IID.

3.5 IFI

3.5.1 International Federation of Interior Architects/Designers.

### 2. Legal Status

- 2.1 The Association shall be a body corporate not for gain (Registered as a Section 21 company), with perpetual succession, with all the powers of a persona-in-law and shall be capable in law of suing and being sued in its corporate name and of acquiring, holding and alienating property, movable and immovable, and of performing all such acts as are necessary for or incidental to the carrying out of its objectives and the performance of its functions and duties in terms of its Constitution.
- 2.2 All members of the Association serving on any committee or council or performing any other official duty on behalf of the Association are hereby held indemnified by all members of the Association jointly against a suit or action in law in respect of any matter or thing done by them or any of them in the execution of their duties in terms of this Constitution.

### 3. Definitions

In this Constitution the following words and expressions shall have the meaning hereby assigned to them:

- 3.1 Institute
  - 3.1.1 Means The South African Institute of the Interior Design Professions and is the representative body in the Republic of South Africa for professional interior decorators, interior designers and interior architects.
- 3.2 The Design
  - 3.2.1 The design and/or the details of the design are the designer's conclusion as to the means by which the required properties of a system or artefact or aggregation of artefacts may be provided.
- 3.3 Designer
  - 3.3.1 One who practices either interior design, interior decorating or interior architecture.
  - 3.3.2 A professional designer is one who practises design for reward and who is recognised as such by the Institute.
- 3.4 Gender
  - 3.4.1 "He" and "his" shall also be understood to mean "she" and "hers" throughout this Constitution.

### 4. Objectives

The objectives of the Institute are to promote, establish and maintain:

- 4.1 Recognition of the professional status of its members in the interior decorating, interior design and interior architecture sectors.
- 4.2 To improve the standards of interior decorating, interior design and interior architecture, its education and practice.
- 4.3 To facilitate communication between members and industry in the local and international arena.
- 4.4 To develop and foster international collaboration with fellow industry related institutions and organisations.
- 4.5 To implement a Code of Professional Conduct applicable to practising members. See Addendum A - IID Code of Conduct
- 4.6 To promote the economic benefits and general awareness of good design to government, industry and commerce at all levels.

### 5. Powers

The powers of the Institute are:

- 5.1 Generally to act and implement actions as may be required for the achievement of its objectives as laid down in this Constitution.
- 5.2 To initiate, encourage, promote or oppose any legislation affecting the interests of the profession.
- 5.3 To promote or oppose, undertake or assist either financially or otherwise, so far as may be lawful, any litigation affecting the Institute or its members or profession.
- 5.4 To subscribe to, become a member of and co-operate with any organisation whose objectives are altogether or in part similar to those of the Institute and to procure from and communicate to such organisations any information as may be likely to forward the objectives of the Institute.
- 5.5 To promote the education and training of interior decorators, interior designers and interior architects and to assist and co-operate with any statutory or other bodies concerned therewith.

- 5.6 To conduct, assist or encourage design research and to publish the results where desirable.
- 5.7 To take such steps with regard to the publication, distribution and disposal of journals, papers, lectures and other forms of printed matter as it may deem necessary, and generally to publish information of service or interest to members and the public.
- 5.8 To convene seminars and any other gatherings or meetings as and when considered necessary.
- 5.9 To provide opportunities for and organise the holding of permanent or periodic exhibitions either of the work of members or any works of interest or service to its members.
- 5.10 To assist in the settlement of disputed points of professional practice in accordance with the Code of Professional Conduct (Addendum A) and this Constitution.
- 5.11 To determine and prescribe the standard of professional competence which shall be required to gain admittance to membership of the Institute.
- 5.12 To censure, suspend or expel a member who has been found guilty of unethical conduct.
- 5.13 To determine and prescribe what conduct on the part of a member constitutes unethical conduct and enquire into and deal with any case of alleged unethical conduct in accordance with the Code of Professional Conduct (Addendum A) and this Constitution.
- 5.14 To compile, revise and publish lists and registers of members.
- 5.15 To refer any external party who may require the services of one or more of the Institute's members to the IID's website. The list of all members or a selected list of names of members may only be supplied to an external party who approaches the Institute upon approval by the National Office.
- 5.16 To compile, arrange and promote the adoption of equitable forms of contract and other documents used in the practice of design.
- 5.17 To procure information for members as to the standing responsibility of parties with whom they propose to transact business in accordance with local and international trends.
- 5.18 To undertake, grant, accept and/or operate any trusts, scholarships, bursaries, awards and prizes that may lawfully be undertaken by the Institute and may be conducive to its objectives.
- 5.19 To host, endorse, promote, assist and encourage the holding of open or limited competitions provided that the rules, organisation and judging of such competitions are in sympathy with the objectives of the Institute.
- 5.20 To receive, hold and administer any donations, bequests or endowments consisting of property of any description, which may be given for the furtherance of any of the objectives of the Institute.
- 5.21 To open an account or accounts with any registered financial institution and to draw, accept and endorse bills, cheques, promissory notes and other negotiable instruments.
- 5.22 To borrow, lend or raise money with or without security and, if secured, secured by means which may include mortgage of Institutes property or by overdraft from its bankers.
- 5.23 To purchase, take on, lease or in exchange, hire or otherwise acquire any movable or immovable property, rights or privileges.
- 5.24 To invest any monies of the Institute not immediately required for any of its objectives or commitments in such a manner as may from time to time be determined, provided that the income or profits from any investment shall be applied to the furtherance of the objectives of the Association.
- 5.25 To improve, develop, manage, sell, exchange, lease, donate, sub-divide, consolidate, dispose of, turn to account or otherwise deal with all or any part of the property and rights of the Institute.
- 5.26 To effect such insurance as may be necessary for the protection of the Institutes' property.
- 5.27 To secure insurance or other cover indemnifying the Institute against any contingent losses or claims howsoever arising.
- 5.28 To charge a registration fee and such other fees or special levies as may be necessary and to waive or reduce any such fee or levy in any case which may appear to merit such consideration.
- 5.29 To charge an annual subscription payable by each member and to waive or reduce subscriptions in any case which may appear to merit such consideration.
- 5.30 To determine travelling and subsistence allowances payable to members or officials attending meetings of the National Council, Secretariat or of any committee thereof, to members or officials performing any special services and to any member or official authorised by the Board of Directors, in accordance with the Company's Act no. 71 of 2008, to visit any place in the interests of the Institute.
- 5.31 To cause to be designed and registered a seal and/or other symbols of the Institute and to prescribe for the use of such seal and/or other symbols.
- 5.32 To make regulations, rules, and/or laws and from time to time alter, amend or rescind the same, for the carrying out of the business of the Institute and to provide for all other matters, which in terms of this Constitution may be prescribed.
- 5.33 To guarantee the performance of any official obligation by any officer or servant of the Institute whilst carrying out his duties as such as authorised by the Board of Directors, in accordance with the Company's Act no. 71 of 2008, in the interests of the Institute.
- 5.34 To apply the income and profit of the Institute from whatever source derived, solely towards the promotion of the objectives of the Institute as set forth in this Constitution and no portion thereof shall be paid or transferred directly or indirectly by way of dividend or bonus or otherwise - or in any manner whatsoever - to any member or members; provided that nothing herein

shall prevent the payment in good faith of remuneration to any officers or servants of the Institute or to any member of the Institute or other person in return for any services actually rendered to the Institute as authorised by the National Council.

## 6 Membership

The Institute comprises practising and non-practising members within the Republic of South African and other African countries within the SADAC region.

6.1 The categories of practising members are:

### 6.1.1 Professional Interior Decorator

Any person who has obtained a minimum full time one-year qualification from an Interior Learning Site in the field of Interior Decoration and a minimum of five years practical experience, or any individual who has been practising for a minimum of six years and who has satisfied the National Council of his/her professional competence and suitability and by compliance with the competencies for the registration category.

### 6.1.2 Professional Interior Designer

Any person who has obtained a minimum full time three-year diploma or degree from an accredited educational institution in the field of Interior Design along with a minimum of three years practical experience and who has satisfied the National Council of his/her professional competence and suitability and by compliance with the competencies for the registration category.

### 6.1.3 Professional Senior Interior Designer

Any person who has obtained a minimum full time four-year diploma or degree from an accredited educational institution in the field of Interior Design along with minimum of two years practical experience, and who has satisfied the National Council of his/her professional competence and suitability and by compliance with the requirements set out in the application form.

### 6.1.4 Professional Interior Architect

Any person who has obtained a minimum full time five-year articulated qualification from an Interior Learning Site and a minimum of two years practical experience, and who has satisfied the National Council of his/her professional competence and by compliance with the competencies for the registration category and satisfied the National selection committee of his professional competence and suitability.

### 6.1.5 Candidate Member

Any person who has obtained the minimum qualification from an Interior Learning Site, relevant in the discipline of their application, and/or is employed within the field and who intends applying for professional membership in terms of 6.1.1 → 6.1.3 by compliance with the competencies for the registration category, and satisfied the National Council of his/her professional commitment and suitability.

### 6.1.6 Design Agency

Any Décor/Design Agency that has been practising interior decoration, interior design or interior architecture for a minimum of five years and employs two or more qualified and/or experienced interior designers / interior decorators/interior architects that meet all eligibility

requirements and that satisfies the National Council of its professional commitment and suitability by compliance with requirements set out in the application

### 6.1.6 Student Member

The student category applies to students of Architecture, Interior Design and Interior Architecture with a minimum of two years of study successfully completed. The category also applies to students of Interior Decorating who are completing a one-year full time course

6.1.6.1 Student members will not hold a voting right in the IID.

6.1.6.2 Student members of the IID will be allowed to be members for a maximum of two years after which the membership automatically expires.

6.1.6.3 Student members of the Institute will have to reapply to the IID as professional members of the institute. Acceptance of such membership is up to the process of application and discretion of the IID.

6.2 The categories of non-practising members are:

### 6.2.1 Honorary Fellow

Honorary Fellowship is awarded to distinguished persons whom the National Council wishes to honour and so elect because of their significant impact on or contribution to the Institute and/or the Interior Design profession.

Any person who is not qualified to be nominated for practising membership but who is a person of distinction whom the National Council wishes to honour and so elect because of his/her services to the Association and/or to the profession or the field of design by compliance with the requirements set out in the Institute's application form and who has satisfied the National selection committee of his professional commitment and suitability.

### 6.2.2 Affiliate Member

Any Company, institution or person who practices a trade or enterprise allied to but not practicing as an interior decorator, interior designer or interior architect may apply for affiliate membership of the Institute by satisfying the National Selection Committee of its professional commitment and suitability by compliance with the requirements set out in the application form. A minimum of five years trading experience is required.

### 6.2.3 Education Member

Any educational institution approved and accredited by the South African Department of Education and offering a minimum one-year full time tertiary program in interior decorating and three-year full time tertiary program in interior design or interior architecture may apply for membership in the category of Approved Education Member.

### 6.2.4 Corporate Member

Any company who practices a trade or enterprise allied to the Interior Design industry may apply for corporate membership of the Institute by satisfying the National Council of its professional commitment and suitability by compliance with the requirements set out in the application form. A minimum of five years trading experience is required.

#### 6.2.5 Resource Council

Any statutory body; public or private company, whose management body wishes to support the Institute in attaining its objectives may apply to, or be invited by the National Council to become a Resource Council member of the Institute by compliance with the requirements set out in the Institute's application form and satisfy the National Selection Committee of its professional commitment and suitability.

### 6.3 Application for Membership

6.3.1 Application for membership (with the exception of 6.2.1 - which is by invitation) shall be made to the Institute in the prescribed form and accompanied by such other information, examples of work, etc., as the Institute may require.

6.3.2 National Council advised by Board of Directors shall at their discretion consider or have a Select Committee convened to consider membership as required, in accordance with the Institute's prescribed membership approval criteria

### 6.4 Registration Fees and Annual Membership Fees

6.4.1 Every application for membership shall be made through to the National Office.

6.4.2 The Board of Directors advised by the National Council and National Office shall determine annually the membership fee payable by all categories of members and shall inform each member of the subscription due by him.

6.4.3 The annual membership fee for any year shall be due on the 1 July of each year. Members who join the Institute before or after 1 July will be charged an appropriate deduction in proportion to the annual amount due.

6.4.4 The Institute shall have the power to waive, reduce or remit any fee or subscription.

6.4.5 The Board of Directors, in accordance with the Company's Act no. 71 of 2008, shall have the further power to make a special levy upon members for special purposes.

### 6.5 Annual Renewal of Membership

6.5.1 Membership to the Institute is automatically renewed unless a resignation is received in writing no later than three months prior to the end of the Institute's financial year on condition of:

- 6.5.1.1 Annual fees are up to date.
- 6.5.1.2 Adherence to the Code of Conduct
- 6.5.1.3 Compliance with Continuing Professional Development as stipulated by the IID.

### 6.6 Duration and Termination of Membership

6.6.1 Every member shall remain a member, with all rights and liabilities, until his membership is terminated in accordance with the provisions of this Constitution.

6.6.2 A member shall cease to be a member:

6.6.2.1 Upon receipt of a letter from the National Office accepting his written resignation from membership.

6.6.2.2 Upon failure to pay the subscriptions or due portion thereof within 60 days after such omission has been made known by the Secretary, by letter addressed to such member at his last known address.

6.6.2.3 Upon expulsion from membership by the Board of Directors and National Council.

6.6.2.4 If any member is alleged to be guilty of a breach of the Code of Conduct, or if the member has in the opinion of the National Council, ceased to be a desirable member, such member shall be called before the National Council or an appointed disciplinary committee, and failing a satisfactory explanation, may be cautioned, asked to resign or be expelled.

6.6.2.5 The National Council shall be specifically

summoned to consider questions under 6.5.2.4 and notice shall be sent to the member at least 7 days prior to the meeting. Before coming to a decision, the National Council and/or the appointed disciplinary committee shall hear any explanation which such member may desire to give, together with any evidence in support of, such explanation tendered. No member shall be cautioned, required to resign or be expelled unless the Resolution is supported by at least three-quarters of the full Council and Board of Directors, in accordance with the Company's Act no. 71 of 2008.

6.6.2.6 Any member disregarding any rules or regulations of the Institute or being guilty of conduct which is, in the opinion of the Institute inimical to the interests of the Institute, shall be liable for expulsion by the majority of the full National Council and Board of Directors, in accordance with the Company's Act no. 71 of 2008, subject however, to a right of appeal to the next Ordinary Meeting of the National Council, whose decision shall be final and binding

6.6.2.7 No refund of any subscription or levy or part thereof shall be made to a person ceasing to be member and he/she shall, in any event, remain liable to the Institute for any subscriptions, levies or other debts or obligations due by him/her.

### 6.7 Re-admission

No person who has been a member of the Institute shall be eligible for re-admission to membership until he has paid all arrears of subscriptions and/or levy due by him to the Institute at the date when his membership ceased, together with any expenses which may have been incurred in respect of the above mentioned arrears and provided that his re-admission is approved by the Institute.

### 6.8 Roll of Members

6.8.1 The name of every practising member and fellow shall be entered in a roll to be called the Roll of Members.

6.8.2 Separate rolls shall be kept for each category of non-practising members.

#### 6.9 Letters of Designation

In order to designate their membership of the Institute, members shall be entitled to use the following letters of designation:

- 6.9.1 Professional Interior Architect – **Pr. IntArch**
- 6.9.2 Professional Senior Interior Designer – **Pr. SIntDes**
- 6.9.3 Professional Interior Designer – **Pr. IntDes**
- 6.9.4 Professional Interior Decorator – **Pr. IntDec**
- 6.9.5 Resource Council - **IID Resource Council**
- 6.9.6 Corporate - **IID Corporate**
- 6.9.7 Affiliate - **IID Affiliate**
- 6.9.8 Educational Institution - **Recommended by IID**
- 6.9.9 Candidate - **C. IntArch  
C. Int Des  
C. IntDec**
- 6.9.10 Design Agency – **IID Design Agency**
- 6.9.11 President of National Council - **IID President**
- 6.9.12 Past President of National Council - **IID Past President**
- 6.9.13 Honorary - **IID Honorary Fellow**

#### 6.10 Rights of Members

- 6.10.1 Every member in every category detailed under Section 6.1.1 → 6.2.5 shall receive an appropriate certificate of membership. The certificate shall remain the property of the Institute and shall be surrendered on demand.
- 6.10.2 Every member in good standing shall be entitled:-
  - 6.10.2.1 To receive all notices, circulars and other documents issued to members.
  - 6.10.2.2 To receive, at the sole discretion of the National Council, such assistance in any matter as may be rendered in terms of this Constitution.
  - 6.10.2.3 To vote on any resolution put to any General Meeting of any Region of the Institute.
- 6.10.3 Corporate, Resource Council, Candidate, Affiliate and Educational members shall be entitled to such rights and privileges as prescribed by the National Council from time to time.
- 6.10.4 Design Agency, Resource Council, Corporate, Affiliate and Educational members shall nominate and have only one person at any one time to represent them in the Institute.
- 6.10.5 No member shall have any rights whatsoever to a share in or a participation in any assets belonging to the Institute.

#### 6.11 Liabilities of Members

- 6.11.1 The liability of each member is limited to the amount of a subscription, levy or other debt owing by him to the Institute.
- 6.11.2 All members and representative persons shall notify the National Office in writing of any change of address or employment, partnership or association.
- 6.11.3 Any member whose annual subscription, levy or other debts are not paid within 60 days of the due date, or within such further period as the National Office may in any particular case allow, shall not be entitled to any privileges, including voting rights, and after a further period of 2 months of non-payment shall be struck off the roll of members by the National Office upon approval by the Board of Directors. Any monies due by a member so removed shall, nevertheless, remain a debt due to the Institute.
- 6.11.4 Resignation is effected by a letter received by the National Office no later than three months before the end of the financial year.
- 6.11.5 Any member having retired from, or no longer being actively engaged in the profession may, on application and at the discretion of the Institute pay such reduced subscription as may be prescribed. Provided that should such a member recommence the practice of design, he/she shall be liable for the full subscription from that time.
- 6.11.6 Every member shall, by signature thereupon, subscribe to the Code of Conduct of the Institute. Any member alleged to have breached the Code of Conduct shall be entitled, on summons by the National Council, to answer any allegation/s. The National Council, after hearing the member shall make a finding and, failing a satisfactory explanation, may caution the member, request the member to resign or terminate the offenders membership. In any disciplinary matter in terms of 6.10.6, the member shall have the right to appeal to the next general meeting of members.
- 6.11.7 If a resignation is not received before the 3 month resignation period, the IID will assume that the renewal is accepted.
- 6.11.8 In accordance with the Consumer Protection Act, a member will be allowed to cancel their membership once the 3-month cancellation period has elapsed. However, the member will need to inform the IID of their formal resignation in writing and will be liable for a three month pro-rata cancellation fee plus the balance of fees owed to the IID up until the date of notice of resignation.

### 7 Management and Administration of the Institute

- 7.1 Management of the Institute is vested solely in the Board of Directors
- 7.2 **The composition of the Institute is:**
  - 7.2.1 Board of Directors

7.2.2 National Office, this is composed of the permanent office-bearers for the Institute viz.:

- 7.2.2.1 Executive Manager
- 7.2.2.2 Support staff to Manager

7.2.3 National Council of which the composition is:

- 7.2.3.1 President
- 7.2.3.2 President Elect
- 7.2.3.3 Immediate Past President
- 7.2.3.4 One representative from each of the Regions of the Institute

7.3 The Board of Directors may adjust the compilation or create an additional portfolio if needed.

7.4 National Council is required by this Constitution to hold not less than 4 meetings per year, of which one may be the National AGM, in its terms of office.

7.5 The duly elected representative for each Region is required by this Constitution to hold not less than 4 regional meetings per year.

7.6 Education Committee

7.7 Other Committees, the institute holds the right to initiate subsidiary committees when the need arises.

## 8 Certain Procedures are Common to the Institute

8.1 Notices for Convening a National AGM.

8.1.1 The National Office shall send out such notices not less than three full weeks prior to the date of the Annual General Meeting.

8.1.2 The Notices shall furnish the following information:

8.1.3 Agenda of the meeting.

8.1.4 Names of Candidates for National Council together with names of the proposer and seconder and a statement from those nominated, with a CV.

8.1.5 The President of the National Council will hold a second or casting vote.

### 8.2 Retirement of National Council Members

8.2.1 On completion of a 2 year term of office all such persons shall retire. They may offer themselves for re-election for another 2 year term. Totaling a maximum of 4 years.

### 8.3 Term of Directorship

8.3.1 In accordance with the Company's Act no. 71 of 2008

## 9 Quorum at National AGM

9.1 A quorum in the case of National AGM shall be 10% of eligible attendees. In the event of no quorum being

present within half an hour of the time called for the Meeting, it shall be adjourned for one week and then be considered properly constituted, irrespective of attendance.

## 9.2 Voting at National Annual General Meetings:

9.2.1 Voting for Election shall be by secret ballot.

9.2.2 Voting on Resolutions shall be by a show of hands.

9.2.3 Decision shall be by simple majority.

9.2.4 The President of National Council and the President Elect will hold a second or casting vote.

9.3 The Institute is required by this Constitution to hold an **Annual General Meeting** once every year, for the purpose of:

9.3.1 Hearing the annual report

9.3.2 Electing new National Council Members or Directors to the Board

9.3.3 Re-election of Directors or National Council members

9.3.4 Receiving, deliberating and voting on resolutions from the Institute.

## 10 Eligibility for Office on National Council

10.1 All fully paid members of good standing are eligible to be elected as a member of the National Council.

## 11 Management and Administrative Functions

11.1 The Institute is managed and controlled by the Board of Directors and, as the executive body of the Institute, the Powers as mentioned in Section 5 of this Constitution are embodied in the Board of Directors and, without derogating in any way from the generality of this power, the Board of Directors shall:

11.1.1 Submit annually to the AGM a report on the affairs of the Institute and profession.

11.1.2 Submit annual audited statements of accounts of the Institute for the previous financial year.

11.1.3 Control the financial affairs of the Institute and make such levies on and grants to Regions of the Institute as may be necessary.

11.1.4 Determine annually the subscriptions payable by all categories of members and by each member.

11.1.5 Make by-laws not inconsistent with this Constitution.

11.1.6 Define what shall constitute unethical conduct on the part of any of the Institute's members in terms of the Code of Conduct of this Institute.

11.1.7 Prescribe the mode and method of enquiry into unethical conduct on the part of any member and the conditions to be imposed in respect of such conduct.

11.1.8 Provide for the definition and requirements for all categories of membership of the Institute and



accept or reject, without prejudice, any application for any category as so defined.

- 11.1.9 Notify the Regions of any changes in the roll of their members, changes in members' addresses, practices, and related matters.
- 11.1.10 Hold a referendum of members on any matter affecting the Institute or the profession.

11.2 The Board of Directors may:

- 11.2.1 Appoint members or a member of the National Council or any other member or members of the Institute or any other person to represent the Institute or any other body in terms of Section 5 of this Constitution, nominated by the National Office and the National Council.
- 11.2.2 Appoint committees or subcommittees, delegate any of their powers or duties to any person or persons and prescribe rules for regulating their proceedings, including:
  - 11.2.2.1 The evaluation of all applications for all categories of membership of the Institute as set out in Section 6 of this Constitution.
  - 11.2.2.2 The evaluation of all cases of alleged unethical conduct as referred to in the Code of Conduct of the Institute
- 11.2.3 In all matters not herein defined or described the National Council shall take such action and make such decisions in the interests of the Institute and the profession as it deems fit so long as such actions and decisions are not in conflict or at variance with any of the provisions of this Constitution.

## 12 Amendments to Constitution

This Constitution may be extended, amplified or amended in any manner by a resolution at an AGM of this Constitution and adopted by the required two thirds majority.

## 13 Dissolution of the Institute

- 13.1 The Institute may only be dissolved at a National Annual General meeting or a Special General Meeting of the National Council convened for that purpose, by the required majority vote against a resolution properly proposed and seconded.
- 13.2 Failing the achievement of a quorum, those present shall convene another Special General Meeting within a period of seven days and if a quorum is again lacking, the Board of Directors, National Council and members of the Institute present shall immediately serve notice on all absent members that they propose to declare the Institute dissolved.
- 13.3 On dissolution, the Board of Directors, in accordance with the Company's Act no.71 of 2008, shall act as trustees for the realisation of all assets, moveable and immovable, of the Institute.
- 13.4 All monies and assets belonging to the Institute shall be divided equally, at the discretion of the Board of Directors, after all debts have been paid and all expenses met, to the existing members.

- 13.5 The Board of Directors shall, at the same time, appoint a firm of accountants to supervise the realisation of assets, and the transfer of monies and assets. A complete report, signed by the firm of accountants and the Board of Directors, shall be prepared at the end of the proceedings and circulated to all members who were in good standing with the Institute at the time of dissolution.

## 14 International Federation of Interior Architects/Designers (IFI)

- 14.1 The Institute shall actively participate in the activities of the IFI with the aims of:
  - 14.1.1 Developing professional design management in the interest of the Institute;
  - 14.1.2 Providing developmental benefits in the sphere of professional design practice to the Institute's members by distributing information, invitations and publications generated, distributed and/or published by the IFI; and
  - 14.1.3 Promoting South African design in the international arena through publishing press releases; distribution of Institute's publications, securing endorsements for events, competitions and awards and participation in international conferences, seminars, exhibitions, meetings and other events.
- 14.2 The Institute shall maintain its annual membership to the IFI until such time as the Institute, at a National General Meeting, decides to terminate its membership on condition that:
  - 14.2.1 The Institute is financially unable to pay the membership fees.
  - 14.2.2 The majority of the IFI's policies dramatically contradict the powers of the Institute as stipulated in Section 5.
  - 14.2.3 The Institute's membership is terminated by the IFI due to reasonable conditions.
- 14.3 The National Council shall consult eligible Institute members on the nomination of representative delegates to the General Assemblies of the IFI.
- 14.4 Only Fellows, Members, Affiliate, Education Members and the Executive Officer of the Institute shall be eligible for nomination as delegates to the General Assemblies of the IFI.

## 15 Endorsements

- 15.1 The National Council may, on behalf of the Institute, endorse conferences, seminars, workshops, exhibitions, courses, bursary schemes, competitions, awards, publications and other events and initiatives on condition that it does not contradict any clause of this Constitution.
- 15.2 Endorsements shall be considered in accordance with the regulations of the IFI.
- 15.3 The Institute may charge reasonable endorsement fees.
- 15.4 The management team of endorsed initiatives must strictly comply with the regulatory specifications defined by the Board of Directors.
- 15.5 A minimum of two National Council members or two designated Institute delegates must be part of the management teams of endorsed initiatives.

- 15.6 Organisers of Institute's endorsed initiatives may not publicise or claim endorsement without written proof of such an endorsement issued by the Institute.
- 15.7 The term of endorsement must be clearly specified by the Institute and the specifications thereof must be regularly reviewed.

**September 2018**