



**Association of Icelandic Architects
Competition Rules**

1. Architectural competitions

The Association of Icelandic Architects (*Arkitektafélag Íslands, AÍ*) provides assistance in competitions for projects in architecture and planning, and others in the field of work of architects. These rules apply to such competitions. The promoter is responsible for holding the competition. The term *competition* is used here where two or more architects are commissioned to submit proposals for the same project, and a choice is made among them in collaboration with the AÍ on the basis of the following competition rules.

Appendices to the competition rules are:

Appendix 1: Rules of procedure for juries in competitions held by the Association of Icelandic Architects.

Appendix 2: Rules of procedure for competition officers in competitions held by the Association of Icelandic Architects.

Appendix 3: Preselection – Association of Icelandic Architects guidelines

The appendices are deemed to be part of the AÍ competition rules.

2. Form and arrangement of competition

There are two forms of competition:

- a) Project competitions, where the promoter seeks a designer and a proposal for a project.
- b) Ideas competitions, where the promoter is primarily seeking basic ideas for the solution of a certain project, not necessarily with implementation in mind following the competition.

The competition brief shall clearly state whether the competition is of the project or ideas type.

Both forms of competition can be carried out in the following ways:

- Competition open to all who meet the criteria of the brief, see art. 4.
- Invited competition, restricted to invited participants, named in the competition brief. The competitors must be chosen in an open preselection.
- Mixed competition, a combination of open and invited competition: some participants are invited, while open competition is also authorised, see art. 3.
- Two-stage competition, in which proposals from stage 1 are selected to compete in stage 2.

3. Competition costs

The promoter meets all costs of preparation and carrying out the competition, including fees to all jurors and costs of making the winning proposals public. The promoter and the AÍ conclude a contract on the holding of the competition before the jury begins its work. This shall specify the prize money, the fees of the AÍ nominees

on the jury and the competition officer, and also the fee to be paid to the AÍ for assistance and use of documents. The fee to the AÍ shall normally be 10% of the total prize money. The total prize money shall be at least twice the fee payable for the work contribution requested, and is payable when the competition results are made known. All the prize money shall be awarded unconditionally. The brief shall state the total prize money, and the total amount available for additional prizes. In invited competitions, the fee to all contestants shall be equal. A prize is never deemed to be part of a fee for a design.

4. Participation

The brief shall clearly state who is eligible to participate. In addition to the jurors, the competition officer and the jury secretary, those who run a design office with, work on projects with, or are closely related to, a juror are prohibited from participation. In cases of uncertainty, the matter shall be submitted to the AÍ board. Submitting a proposal to the competition constitutes that the participant accepts the jury and competition data

5. Anonymity

The competition shall be carried out preserving the anonymity of the contestants, unless otherwise stated. Contestants shall choose a distinguishing mark, which shall appear on all documents relating to the competition, including a sealed envelope containing a clear statement of the name of the originator.

6. Equality

It is a fundamental principle that contestants be guaranteed that all those who participate in the competition do so on a basis of equality, e.g. that all contestants receive the same information, and that it is guaranteed that jurors do not know the identity of originators of the proposals.

7. Jury

The jury shall be responsible for the work of selection and the conclusion. The jury shall operate in accord with Appendix 1 (*Rules of procedures for juries*). The jury shall comprise an odd number of jurors: three, five or seven. The promoter nominates two of three, three of five, or four of seven jurors. At least one of the promoter's nominees shall be an architect, or another an expert in the field of the competition. The AÍ board nominates one of three, two of five, or three of seven jurors, having received a proposal from the AÍ competition committee. A larger jury may be appointed in unusual circumstances; the proportion of jurors on the jury shall be the same as stated above. The promoter appoints a chair, or instructs the jurors to divide responsibilities among themselves. A jury may elicit opinions from experts, who shall be named in the brief. If necessary the jury may call upon other experts than those named in the brief, in which case the competition officer shall notify the participants of their names without delay.

8. Competition brief

The jury prepares the competition brief in consultation with the promoter. The brief describes the subject of the competition, and the mutual obligations and duties of the promoter, jury, contestants and the AÍ. The AÍ form for competition briefs

(Appendix 4) shall be used. It is important that the brief distinguish between requests and suggestions on the one hand, and absolute conditions on the other. The brief takes effect when all the members of the jury, the promoter and the AÍ have approved it. The approved brief is binding upon the jury. The brief shall make provision for rights of appeal after the competition.

9. Judging the entries

The jury and its staff and consultants shall work in accord with Appendix I, *Rules of procedure for juries*. Only the jurors, the secretary and consultants (experts) may be present during the work of the jury, and all are subject to the obligation of confidentiality. A secretary who is not also a member of the jury may not express views on the proposals. Expert consultants may not judge the proposals, and may only deal with their field of expertise. Decisions may only be made by the entire jury. Conclusions and dissenting opinions shall be recorded in writing. Before the judging procedure commences, the jury shall determine which proposals should be disqualified due to:

- a. failure to meet the deadline,
- b. failure to observe anonymity,
- c. inadequate proposal.

Additional documents, beyond those requested, shall not be taken into account. Proposals which differ markedly from the brief may be granted special recognition, but are not eligible for prizes.

10. Jury's conclusions

The jury's report shall include the following:

1. General summary, describing the main principles on which the judgement is based.
2. Comments on the proposals which are considered.
3. Division of prize money. Proposals which are not awarded prizes or additional prizes may be awarded the recognition *Interesting Proposal*.
4. Advice to the promoter on procedure following the competition. In a project competition, the proposal which is awarded first prize shall be recommended for development or continuing work with the originator.

If the jury finds a reason to reject any or any proposal a written explanation of the reasons must be provided in the conclusions.

11. Competition officer and secretary

The AÍ board appoints a competition officer, after consultation with the promoter. The competition officer shall perform his/her work in accordance with the *Rules of procedure for competition officers*. The competition officer must not appoint anyone to substitute for him/her, except in consultation with the AÍ board. The jury appoints a secretary.

12. Names revealed

When the jury's minutes book has been approved and signed, the names of the originators of all proposals shall be revealed. Contestants may, on the sheet within the sealed envelope which states their name, request that their name not be made public. Should it transpire that the originator of a proposal which has been awarded a prize is not eligible for participation, the response to this shall be determined by the jury in consultation with the AÍ board and the promoter.

13. Proposals made public

When the judging of the proposals has been completed, a public exhibition shall be held of all the competition proposals, together with the jury's conclusions. The exhibition shall last for at least a week. The promoter may present the competition proposals on the Internet and in other media before and after the Jury has reached its conclusion.

14. Publication

The promoter shall, after the competition is completed, publish a summary of at least those proposals which were awarded prizes (main or additional prize), and proposals recognised as *Interesting Proposals*. In the case of an invited competition, all proposals must be included. The names of originators, collaborators and consultants shall be stated. The AÍ shall have full access to all the proposals and competition documents for further presentation of the findings.

15. Right of ownership, intellectual-property rights, right of use

The promoter acquires right of use for the prize-winning proposals, with such limitations as are imposed by intellectual-property law. A person commissioned to continue work on a project after a competition may only use ideas from prize-winning proposals if he/she is an originator of the prize-winning proposal. Use of a prize-winning proposal in whole or in considerable part is subject to the consent of the originator in question. All proposals will be delivered to The Museum of Design and Applied Art for preservation.

16. Project following competition

As a rule the originator of a proposal recommended for development by the jury shall be selected for that work. Should the promoter be of the view that the designer lacks experience to undertake the project, he/she shall, in consultation with the AÍ board, give the designer the option of choosing a collaborator who has sufficient experience, in the judgement of the AÍ board and the promoter. Should a promoter have other reasons for departing from the jury's recommendations, he/she shall confer with the AÍ board. If the promoter requests to implement another proposal than that recommended by the jury, he/she may be released from the jury's findings

by paying the relevant prizewinner a sum equal to the prize. This applies only to project competitions. Jurors, the jury secretary, consultants, and those involved in the preparation of the competition and others closely related to them, may not undertake the project.

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Appendices

- 1) *Rules of procedure for juries in competitions held by the Association of Icelandic Architects*
- 2) *Rules of procedure for competition officers in competitions held by the Association of Icelandic Architects*
- 3) *Preselection – Association of Icelandic Architects Guidelines*