

# Fair Practice Charter BUDA

## 1 General Framework

BUDA subscribes to the principles and commitments presented in [www.juistisjuist.be](http://www.juistisjuist.be).

The purpose of this document is to set out internal agreements within the operation of BUDA, to be used as standard practices. Every BUDA staff member endorses this charter and uses it as a guideline in negotiations with external parties: artists, volunteers, freelance workers and other organisations.

BUDA also aims to introduce these principles and agreements of fair practice in collaborations outside the arts.

## 2 Principles of Fair Practice

BUDA endorses the four principles of Juist is Juist: solidarity, transparency, sustainability and responsibility, and applies them in its relationship with staff persons, artists and audiences.

## 3 Fair practice agreements

BUDA endorses and implements the 12 commitments of Juist is Juist:

### 3.1 Dialogue

BUDA provides opportunities for dialogue with other organisations or individuals (employees, freelancers) during the preparation, implementation and evaluation of the work process.

Payment and cooperation conditions are a regular topic of discussion with other organisations, employees and/or freelancers.

BUDA commits itself to make clear agreements in advance with artists and employees regarding the mode of payment, so that this is clear to both parties, allowing dimona declarations and contracts to be prepared in time.

### 3.2 Responsibility

BUDA shall make clear for each performance carried out on its behalf who bears what responsibility in its implementation.

### 3.3 Payment (Fair Pay)

BUDA works on the basis of an open dialogue with regard to Fair Pay.

BUDA pays all contracts in which it acts as employer according to PC 304 Performing Arts.

With regard to residency, co-production, research or presentation contracts, BUDA stipulates that the employer, client or main producer (company, management office, arts centre, artist, etc.) are expected

to remunerate their employees correctly and cover all legal obligations and expenses relating to employment and insurance.

BUDA also engages in dialogue if assignments (e.g. presentation of a show) are cancelled due to a pandemic. The starting point is to secure the artist's resources and consider the possibilities of postponing the commission. Depending on the situation of the artist or the company, it will be decided, in consultation, who will reimburse which costs incurred and/or whether a cancellation fee of 30% will be applied.

BUDA will remunerate self-employed artists with a fee calculated on the basis of at least the salary cost of an employee in a similar position.

### 3.4 Time investment

BUDA considers a contractor's time investment to be the subject of a transparent discussion. The contractor's 'time' is an important factor in the making of an agreement, aside from the desired result and/or work process.

### 3.5 Commitment

Once the commitment to work together is made, BUDA puts this commitment on paper. BUDA makes agreements on the remuneration of all performances, including their preparation and completion.

### 3.6 Form of employment

Together with the client, BUDA looks for the most appropriate form of employment. We provide information on all the possibilities. In discussions on collaboration with precarious groups such as newcomers, the long-term unemployed and people with physical and mental disabilities, BUDA always takes their employment status into account.

### 3.7 No improper use

The provisions of the employment contracts at BUDA correspond to the actual situation. BUDA avoids inappropriate practices, such as the unwarranted shortening of contracts or the misuse of task-based wages. We inform our contractors of the consequences of said practices.

### 3.8 Temporary Work and Social Agencies for Artists (SBKs)

BUDA follows the regulations on temporary employment and working under an SBK (Sociaal Bureau voor Kunstenaars – Social Agency for Artists). BUDA submits gross salaries to SBKs, employment agencies and third-party payers rather than total invoice amounts or budgets.

### 3.9 Intellectual property rights

When transferring or granting intellectual property rights, BUDA makes clear agreements about their remuneration, scope and duration. In line with the principle of equity, BUDA undertakes not to allow more rights to be transferred than are necessary for the intended purpose.

BUDA observes fair professional practices in determining the relationship between the remuneration for the service, on the one hand, and the remuneration for the transfer or grant of rights, on the other.

### 3.10 AKV

BUDA only applies the small compensation scheme (AKV) for occasional, small-scale artistic performances.

### 3.11 Internships

An internship at BUDA is always part of a learning context and must be meaningful for the intern, the learning institution and BUDA alike.

### 3.12 Volunteer work

BUDA only enters into volunteer agreements for work of a voluntary nature.

## 4 Inclusiveness

BUDA strives to create an inclusive working environment for employees, freelancers and artists, and is aware of its shortcomings, both organisational and infrastructural.

BUDA is committed to being a flexible environment, adapting its vision, tools and capabilities to the rhythms, possibilities and demands of its staff, contractors and residents.

## 5 Psycho-social well-being

BUDA endorses the principles of *Engagementarts.be* and aims to be a safe place for all staff, volunteers, residents and audiences. BUDA welcomes diverse voices, backgrounds and visions and opposes any form of discrimination, transgressive and aggressive behaviour. BUDA has appointed Securex as an external service for prevention and protection at work. Securex is the point of contact in cases of transgressive behaviour, conflicts, violence, bullying and stress and works actively on these issues.

In addition, BUDA itself also invests in prevention and provides

- sufficient space to discuss transgressive behaviour with the team and keep the discussion open and ongoing;
- a clause in the contracts with employees and contractors about transgressive behaviour and the procedures to follow in case of victimisation.

### 5.1 Discrimination

BUDA does not tolerate any form of discrimination on the grounds of gender, sex, origin, nationality, age, (religious) belief, disability, orientation or other and actively works to eliminate it within the organisation.

### 5.2 Transgressive behaviour

BUDA does not tolerate any form of transgressive behaviour and has therefore appointed a counsellor to report any such behaviour:

- Internal: Luna Goessaert – 0477/71.98.45, assigned by the staff of BUDA

Luna followed the training 'Confidential Counsellor' of the Social Fund for the Performing Arts.

Victims can contact her for an informal procedure if they wish to report an instance of transgressive behaviour and/or wish to take further action. The confidential counsellor will inform the victim and guide them through the steps to be taken. If the victim wishes to proceed with a formal procedure, the Counsellor will forward the matter to the external prevention advisor for psycho-social well-being at Securex:

- Katrien Clinckemaiïlie – Securex Kortrijk, Conservatoriumplein 21, Kortrijk: 056/23.68.16

BUDA commits to respect the results of the investigation by the prevention advisor and to take the necessary steps to bring the transgression to an end.

## 6 Reciprocity

BUDA calls upon its employees and contractors, whatever their role within BUDA, to:

- resist pressure to act inappropriately or contrary to BUDA's values;
- to speak out, even on difficult issues and even if opinions differ;
- to consult people when in doubt. Nobody is expected to know everything, or to solve everything on their own;
- stay informed about BUDA's vision and policies, participate in training and education, and ensure that BUDA's vision is reflected in their work.

## 7 Final provision

BUDA is an arts centre. Art is a place for encounter, discussion, and transformation; it creates space to rethink the future of, with, and for each other. BUDA does not hold the truth, but it does have a passion to experiment, search, discover, reassess and enrich. We hope you find your path at BUDA, but if you do not, help us to map it out together.

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This charter was put together by Bram Coeman and Kristof Jonckheere, and is based on the working model of OkO, Juist is Juist, Engagement Arts, the code of UniArts Stockholm and the inputs from the CARE practice of artists Jija Sohn and Julia Reist. Comments, questions or tips? BUDA Arts Centre (Kortrijk) – kristof.jonckheere@buda.be – 0473/36.46.81