

# **Architectural Competition Rules in the Nordic Countries**

## **Sweden**

Rules for Swedish competitions

## **Finland**

Rules for Finnish competitions

## **Denmark**

Rules for Danish competitions

## **Norway (only in Norwegian)**

Rules for Norwegian competition

# Competition rules

## for architecture competitions in Sweden

### 1§ Promoter

A competition may be organised by a natural or a legal person.

Depending on the nature of the problem the competition should be organised and carried out in consultation with one or more of the competitors' representative organisations.

### 2§ Types of competition

With regard of the objectives of the competition, it can be either

**a design competition**, with the objective of realising the project, where the copyright holder will be appointed to carry out the winning proposal

*or*

**an ideas competition**, where the aim is to analyse alternative solutions to a problem without any specific intention of realising the project, nor to of giving an assignment to the winner

### 3§ Form of competition

Depending of its nature and scope a competition can be either

**an open competition**, open to everyone who wishes to participate

**a restricted competition**, open only to a limited number of invited competitors

*or*

**a two-stage competition**, the first stage being open and the second stage restricted with competitors selected from the first stage

### 4§ Eligibility of entrants

The eligibility of entrants to a competition must be stated in the competition brief.

The following are excluded from entering a competition:

- members of the jury as well as experts and other persons consulted by the jury.
- partners to members of the jury, or persons with other connections to members of the jury as set out in the Swedish Administrative Procedure Act (1986:223) 11§ 1, 2 and 5.

Should there be any doubt regarding eligibility, the organisation representing the entrants should be consulted, if applicable.

*Note: According to the Swedish Public Procurement Act a design contest may be restricted to a specified number of competitors. The selection of competitors may not under any circumstances be limited with reference to a specific geographical territory.*

## **5§ The jury**

A jury, responsible for the running of the competition, must be nominated. When the promoter nominates the jury members, which preferably are uneven, regard must be taken of the following stipulations.

When the competition is carried out in consultation with an organisation representing the competitors, this organisation should nominate two jury members. If more than one organisation is involved, each organisation nominates not less than one jury member. Other jury members are nominated by the promoter.

The jury must have a chairman, appointed by the promoter or by the jury itself.

Each jury member has one vote. All decisions are made on the basis of majority vote. In the case of tied vote the chairman has the casting vote.

The promoter retains a secretary to be at the disposal of the jury. The jury may also consult expert advisors.

*Note: Where a particular professional qualification is required from participants in a design contest, according to the Swedish Public Procurement Act, at least a third of the jury members must have the same qualification or its equivalent.*

## **6§ Competition administrator**

The promoter appoints a competition administrator. The administrator is responsible for all contacts with the competitors while maintaining their anonymity.

## **7§ Competition brief**

The promoter prepares the competition brief. The brief describe the competition task, the criteria for assessment and the rights and obligations of the promoter, the jury, the competitors and the consulted organisation.

The competition brief should include:

**the invitation**, stating the name of the promoter, and the type and the objectives of the competition;

**the assignment**, including a comprehensive description of the task and of the pre-existing circumstances;

**the competition rules**, listing the competition documents, stating the submission requirements, the date for submission, the amount of prizes, agreements for exhibition, the conditions for assignment

after the competition, etc.

The submission requirements should be proportionate to the objectives of the competition and the complexity of the problem.

The competition brief should be worded in such a way that it make the same demands of all competitors.

The competition brief is signed by the members of the jury and, when applicable, by the organisations representing the competitors.

*Note: According to the Swedish Public Procurement Act, contracting authorities must advertise procurements over the threshold values.*

## **8§ Anonymity**

Full anonymity must be maintained during the assessment of the proposals. Each proposal should be given a motto. A sealed opaque envelope containing a slip with the name of the author should be attached.

Each proposal must be presented in such a way that the author remains anonymous.

The name slip must state the copyright holder of the proposal.

A restricted competition may, under special circumstances, be organised without anonymity.

*Note: According to the Swedish Public Procurement Act proposals for a design contest must be submitted anonymously.*

## **9§ Costs**

The promoter pays all the costs of running the competition.

The prize fund and/or fee is set, having regard to the nature, scope and complexity of the problem and, if applicable, in consultation with the organisation representing the competitors.

In an open competition, a prize sum is determined to cover prizes and other rewards. The jury decides on how the prize sum is allocated.

In a restricted competition, each competitor receives the same fee. There may also be an additional prize sum for the jury to allocate. If stated in the competition brief, a special compensation for costs, variable or fixed, can be given to the competitors according to the 1996 General Rules of Agreement for Architectural and Engineering Consulting Services, §9.4.

All proposals submitted are insured by the promoter, if stated in the brief. The insurance is maintained during the evaluation period and for the return of non-premiated proposals to the competitors on conclusion of the competition.

Wherever applicable, the organisation representing the competitors is entitled to a fee, to be agreed upon before the competition is announced.

## 10§ Assessment

The jury shall select the winning proposal in accordance with the competition conditions as stated in the brief.

Only the members of the jury, the secretary to the jury and any retained experts may be present during the assessment sessions and must work under secrecy.

All decisions and reservations must be minuted.

A proposal shall be excluded from assessment if it:

- is not submitted within the stipulated time-limit
- does not respect the demand for anonymity
- does not, in some significant aspect, fulfil the requirement of the brief.

Any material submitted with an entry, which is over and above the submission requirements as set down in the brief, shall be excluded from assessment.

A proposal which fails in a significant manner to comply with the conditions of the competition, may be awarded a premium which is not taken from the prize fund.

## 11§ Assessment report

The assessment report of the jury must include:

**a general assessment**, setting out the considerations of the jury with regard to functional, technical, economic and aesthetic qualities, environmental issues etc.

**individual assessments**, which in a restricted competition must be provided for all proposals but in an open competition may be limited to all premiated proposals.

**a decision**, as regards allocation of the prize fund shall be reasoned. The jury may comment or mention honorary non-premiated entries which merit recognition.

**a recommendation** to the promoter on the follow-up to the competition.

The jury must recommend a proposal for execution or for further elaboration, if this is not obviously inappropriate. All premiated proposals may be considered for execution or for further elaboration.

## 12§ Repetition of competition

If the jury is unable to choose a winner, it may recommend that the competition is repeated with a limited number of entrants.

### **13§ Opening the name-slip envelopes**

The envelopes containing the name-slips of the entrants may not be opened until the assessment has been completed and the jury report has been signed by the members of the jury.

Anonymity must be preserved during any competition repeated as stated in 12§.

If the author of a proposal is found to have been ineligible to enter the competition, any reward already given to them shall be withdrawn.

### **14§ Publicity**

The promoter should encourage public debate in connection with the competition.

After announcing the results of the competition, the promoter shall arrange a public exhibition of all proposals for a period of not less than eight days. The jury report with appendices must be available during this exhibition. The organisation representing the competitors is also, where applicable, entitled to arrange an exhibition of the proposals at its own expense.

### **15§ Publishing**

Publication rights of the proposals are free. The author's name must always be stated, when known.

### **16§ Ownership**

The promoter retains ownership of premiated and commended competitions entry material. The authors may substitute copy material in exchange for the original.

Non-premiated or awarded proposals shall be returned to the authors after the exhibition at the promoter's expense.

### **17§ Copyright and right of use**

The competitor holds the copyright and maintains the usufruct of the proposal. During six months following the announcement of the competition results, or any other period stipulated in the competition brief, the promoter has an option to the right of use of rewarded proposals. If no agreement has been made during this period the author has the full right of use of his proposal.

The promoter may use the overall results of the competition in his future work with the competition task, provided this is in accordance with Swedish copyright laws.

*Note: The promoter sometimes gives directions to the winner on how to elaborate the winning proposal after the competition, based on the knowledge gained from the assessment of the competition entries. It is in the nature of competitions that the overall result may form a base for the future elaboration of the project. If the promoter wishes to use a specific proposal, in whole or in part, an agreement must be made between the promoter and the author for the right of use of the proposal in question.*

## **18§ Post-competition assignment**

The copyright holder of the proposal recommended by the jury for further elaboration or execution should be considered first for an assignment related to this proposal.

If, in spite of the intentions stated in the brief, the promoter fails to award a formal appointment to carry out the winning project, the author of this project shall be entitled to a remuneration, the amount of which should be stipulated in the brief.

In the event of the author of the winning proposal lacking the resources to carry out the project on his own, he should be entitled to do so in association with a colleague, chosen by himself and the promoter jointly.

If the promoter chooses not to follow the recommendations of the assessment panel regarding the follow-up of the competition, he must, wherever applicable, consult with the organisation representing the competitors.

A member of the jury, or any legal person which employs him or in which he has any legal interest, may not accept any assignment related to the competition task.

*Note: According to the Swedish Public Procurement Act, a contracting authority arranging a design contest stating in the brief the intention to realise the winning project may, after the competition, negotiate the contractual terms for a further assignment with the author of this proposal only. If the jury recommends more than one proposal for further elaboration and realisation, the contracting authority shall negotiate with the authors of all those proposals.*

## **19§ Dispute**

Unless stipulated differently in the competition brief, disputes shall be settled in a public court of law.

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Adopted 1998 by Swedish Association of Architects and several other organizations in the building sector.

# Competition rules - Denmark

## Introduction

These rules apply to the members of the Architects' Association of Denmark (AA), their architectural practices, and branches and subsidiaries of such practices. When a member of the AA participates in a competition for a specific assignment in which other architects also participate, or in any other way participates in a competition, he or she must contribute to ensuring that the competition takes place in accordance with these rules.

In order to ensure that the promoter of the competition achieves the best solution to the assignment formulated in an architectural competition brief, the competition must be organised in a manner satisfactory to all parties involved. These rules aim at covering all possible types of competitions involving the preparation of a design proposal by architects - possibly combined with other services. The most common types of architectural competitions are listed below, ideas competitions and project competitions being the two main competition types.

## A. Ideas competitions

When no specific assignment can be formulated, or if the aim of the competition is to establish the basis for the formulation of an assignment, an ideas competition may be chosen. This type of competition is primarily used for planning assignments and may be launched as an open competition or a restricted competition.

## B. Project competitions

Project competitions are used to select a design for a specific project when the intention is to entrust the winning architect with the project design and subsequent realisation. Project competitions may be launched as open competitions or competitions restricted to a limited number of participants for the design of projects which are defined to such a degree that they can be realised.

## C. Combined project and fee-based competitions

This type of competition, which should always be organised as a restricted competition, makes it possible for promoters to combine a project competition (B) with a fee quotation from each participant.

## D. Competitions in stages

This type of competition is suitable when the promoter wishes to solicit ideas for major building or planning projects before formulating a specific brief. The competition must be a combination of A and either B or C.

## E. Competitions not based on anonymity

This type of competition may only be organised as a restricted competition, the purpose being to open up dialogue between participants and assessors so as to achieve the best possible basis for the further design. Requirements concerning the scope and degree of detailing of entries should be limited since the possibility of a relatively loose interpretation of the brief facilitates dialogue concerning the final building programme and project design.



## **1. Competition participants**

### **1.1 Excluded from participating in a competition are:**

All persons or businesses who have been involved in the organisation of the competition or have contributed significantly to the formulation of the competition brief.

Representatives or employees of the competition promoter.

Employees with, partners of or employers of any member of the jury or adviser to the jury.

Persons who are close relatives of or have a close familial relationship with any member of the jury or adviser to the jury.

Businesses which are wholly or partly owned by persons who are close relatives of or have a close familial relationship with any member of the jury or adviser to the jury.

In the case of doubt, the matter must be referred to AA.

## **2. Conditions governing competitions**

2.1 The competition brief must be clear and unambiguous. Competition brief requirements must be presented in such a way that it is clearly specified which requirements are mandatory. The requirements must be formulated in such a way that entrants are given as free a hand as possible in their preparation of entries.

2.2 In open competitions the prize money allocated must be reasonable in proportion to the total amount of work to be performed by entrants. The minimum size of the first prize must be stated in the competition brief. In restricted competitions in which entrants are requested to perform specific design work, it is recommended that the promoter pays a fee to each entrant in due proportion to the creative work required.

2.3 The competition period must be fixed with a view to giving entrants fair working conditions, thus providing the promoter with the best possible basis for decision-making. The competition period for open competitions and restricted competitions should be at least three months and two months respectively to ensure that entrants have sufficient time to prepare their entries.

2.4 Competition documents should be approved by the members of the jury before they are sent to the entrants.

## **3. Assessment of entries**

3.1 A jury must be appointed to assess the entries submitted. The members of the jury must be independent of competition entrants (see 1.1). The jury should consist of an odd number of members and should not exceed a total of nine members, of whom at least one third should be architects appointed by the AA. In two-stage competitions the members of the jury should be the same in both stages.

3.2 At its first meeting, the jury must elect its chair. The competition secretary must act as secretary to the jury but must not take part in the assessment of entries.

3.3 During the assessment of the entries only the members of the jury and the competition secretary may be present. Special advisers to the jury may be present as well but have no voting rights. If it is

necessary to call in advisers who are not mentioned in the brief, such advisers must be approved beforehand by all members of the jury. The advisers to the jury must be independent of entrants in the competition.

3.4 The jury must reject entries that do not comply with the requirements laid down in the competition brief.

3.5 The jury shall only be deemed to form a quorum when all members of the jury are present. If a member of the jury retires because of illness or for some other reason, the jury shall not be able to make a decision until another jury member has been appointed or until a written power of attorney has been given to another member of the jury. The latter possibility shall only apply if the jury's assessment work is so far advanced that it is considered pointless to appoint a new member of the jury.

3.6 The jury's decision as to the result of the competition may, if necessary, be made by simple majority voting. In the event of equality of votes the chair holds the casting vote.

3.7 If a member of the jury cannot accept the majority decision, such a member must give his or her dissenting opinion. Jury members appointed by the AA must always state the reasons for their dissent in the jury's report.

3.8 The members of the jury and their advisers must not disclose any information about the assessment of entries.

3.9 In competitions involving the submission of fee bids for design and planning, the assessment of entries must be carried out in two stages. In stage one all aspects of the entries must be assessed, with the exception of fees, and the entries must be ranked. After this assessment the envelopes containing the bids must be opened and an overall assessment made.

3.10 The jury must prepare a report, which must be signed by all the members of the jury. In competitions where entrants remain anonymous throughout the assessment process, the report must be written and signed before the envelopes containing the names of the entrants are opened. The report must include an account of the assessment process, the jury's general remarks about the entries as well as the criteria applied by the jury in its assessment of the entries, including the criteria used in the selection of the winning entry. The report must also state the reasons for the choice of each of the prize-winning entries and any other prizes awarded. In restricted competitions the jury must prepare a written assessment of all entries.

3.11 In two-stage competitions the jury must prepare a provisional report after the first stage which contains - in addition to the general points mentioned above - the jury's comments on each of the entries selected to continue into stage two of the competition. A final report must be prepared at the end of the second stage of the competition.

3.12 Jury members appointed by the AA must be remunerated for their work but must otherwise be independent of the promoter. In restricted competitions these members must be appointed after the selection of entrants. Each jury member appointed by the AA must state if he or she should be disqualified with respect to the competition in question (see 1.1).

#### **4. Realisation of the competition assignment**

4.1 If the promoter of an ideas competition desires further elaboration of the competition result, such elaboration must be carried out in collaboration with the first-prize winner, possibly with the winner acting as a consultant or the equivalent for a fee agreed upon by the parties. Under special circumstances the promoter may entrust other prize winners with parts of the assignment which was the object of the competition, provided that this possibility was mentioned in the rules governing the competition.

4.2 Following the conclusion of a project competition or two-stage competition, the winning entrant must be commissioned to complete the project. If for some special reason the promoter is unable to entrust the winning entrant with the commissioning contract, or if the realisation of the project is postponed for more than two years after the conclusion of the competition, the winning entrant should be compensated for the loss of the expected contract.

4.3 The compensation, which should be proportional to the work performed in connection with the competition, will normally as a minimum equal the remuneration of entrants, respectively the sum of the first prize. The size of the compensation amount should be stated in the competition brief. The annulment of obligations vis-à-vis the winning entrant must be effected in consultation with the AA. If the winning entrant is subsequently entrusted with the contract, the compensation received will be considered part-payment of the fee payable to the winning entrant for the consulting services in question.

#### **5. Rights, professional loyalty and disputes**

5.1 The copyright to an entry will always remain with the entrant. However, the winner of the first prize in an open competition who is entrusted with the realisation of the project will be entitled to use ideas presented in other prize-winning entries, provided that this possibility is stated in the rules governing the competition.

5.2 The promoter of a competition is entitled to keep prize-winning entries submitted in an open competition or all entries submitted in a restricted competition in which all entrants have received remuneration for their participation.

5.3 When a final decision has been reached in a competition, no member of the AA or his/her architectural practice, with the exception of the winner of the first prize, must on his or her own initiative or solicited by others negotiate with the promoter about the award of the contract which was the object of the competition, unless written confirmation has been given by the AA that the relationship with the winner of the competition has been terminated and that such termination has been effected in accordance with the provisions of part 4 above and in accordance with clause 7 of the Danish General Conditions for Consulting Services 1989 (ABR89). No architect appointed to sit on a competition jury may undertake to carry out further elaboration of the assignment which was the object of the competition.

5.4 Disputes relating to a competition may be referred to the AA Legal Committee or the Danish Court of Arbitration in accordance with the articles of the AA insofar as the parties agree on this. Decisions made by the Legal Committee or the Court of Arbitration shall be binding on the parties

and cannot be brought before a court of law. The legal venue for any dispute to be settled by a court of law shall be Copenhagen City Court or the High Court of Eastern Denmark.

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Adopted by the Council of the Architects' Association of Denmark on 1 june 2007.

# Finnish Association of Architects (SAFA)

## Competition Rules

*The General Council of the Finnish Association of Architects approved the competition rules on 23 May 2008.*

### 1 Introduction

The criteria for legal protection and the quality criteria set out in this document are recommended for use in architectural competitions in Finland. These recommendations can also be applied to other design and implementation competitions, and to site conveyance competitions which include elements of architectural competitions.

#### Parties

The parties in a design competition include the organiser of the competition and the competitors. Other parties may include a jury panel and a secretary to the panel. There may also be an organisation providing competition services, or some other actor, to an extent agreed upon separately.

#### Agreement

In competitions in which the Finnish Association of Architects (hereafter SAFA) is consulted, the contract concerning the organisation of the competition and participation in it shall be concluded as follows: in the case of an open competition, the contract shall be concluded between the organiser and the SAFA, and in the case of an invitational competition, the contract shall be concluded between the organiser, the invited competitors and the SAFA.

#### Responsibilities

The competition organiser is responsible for all liabilities stated in the competition invitation.

In an invitational competition those who have accepted the invitation are obliged to submit an entry in accordance with the invitation.

The jury panel is responsible for making a specific report on all competition entries and an evaluation protocol, in accordance with the rules here set out.

### 2 Scope and applicability of the rules

An architectural competition is understood as a procedure in which the organiser of the competition asks two or more designers for an architectural plan, proposal or outline, to be submitted at the same time and following the same brief. Competition entries shall be submitted anonymously and evaluated by an objective and expert panel of judges, which selects the winner or winners.

An architectural competition can be used to acquire either planning services or planning solutions.

When an architectural competition is organised in co-operation with the SAFA, competition-related issues shall be handled by the SAFA competitions committee, together with a competition secretary.

The competition organiser will usually be the commissioner of the project. The competition organiser shall draw up the competition conditions and appoint the jury in accordance with point 6. The winner or winners and other rewarded or purchased entries shall be selected on the basis of the goals and the evaluation criteria set out in the competition conditions.

In a design competition organised by a public purchasing unit the requirements of legislation must be fulfilled in addition to the principles set out here.



### 3 The nature of the competition

An architectural competition can be either a design competition or an ideas competition.

#### Design competition

The purpose of a design competition is to find a designer and a solution that will form the basis for further design work on the project. A design competition will be appropriate when the intention is to implement a project on the basis of the competition conditions. It is envisaged that the competition will lead to a design commission.

#### Ideas competition

The purpose of an ideas competition is to map out possible solutions and to find a broad solution which could serve as a basis for further decisions regarding design development within the project. Such a competition will not necessarily lead to a design commission.

Both a design competition and an ideas competition can also be organised in a concise form, when this facilitates the competition task. In a concise design competition, the objective will be limited in respect of the task and scope of the competition; it will not require extensive competition documents from the organiser or the participants. A concise competition is appropriate for ordinary, clearly defined projects.

### 4 The form of the competition

An architectural competition can be either an open competition or an invitational competition, depending on the nature of the task and the objectives of the organiser.

A competition can have two stages: the first stage will then be either an open competition or an invitational competition, and the second stage a continuation of the competition, with the participation of either (1) all the first-stage solutions, or (2) the solutions which were considered best at the first stage.

### 5 Eligibility

An open competition is open to everyone within the limits set out in the competition conditions.

The participants in an invitational competition are chosen by the competition organiser, either directly or from those who have entered the competition.

In the selection of those to be invited, a public purchasing unit must observe legislation on public purchases.

Architectural competitions are not open to members of the jury panel, advisory experts or the competition secretary. The business associates and the close relations of competition judges are also excluded from the competition. Furthermore, anyone who has been involved in the preparation of the competition conditions to the extent that he or she would have a clear advantage over other competitors is ineligible.

The SAFA competitions committee shall give rulings on eligibility in uncertain cases.

In an invitational competition a participant is allowed to submit only one entry.

### 6 The jury panel

For architectural competitions a jury panel must be appointed, the function of the panel being to approve the competition conditions, answer questions about the competition according to what has been set out in the conditions, evaluate the entries, draw up the evaluation protocol and decide the result of the competition.

A quorum shall be formed by the entire jury panel. If a judge is prevented from taking part in the work of the panel, a new panel member must be appointed in his or her place. Competitors must be informed of any change in the composition of the jury panel.

The majority of the jury panel must be appointed by the organiser. The organiser shall appoint the chairperson and the secretary of the jury panel and – if necessary – a person whose task is to maintain contact with the competitors. That person shall be bound to secrecy.

#### **The composition of the jury panel**

At least 1/3 of the judges *must* be professionals in a relevant field (see below), and a proportion of these must be independent experts (see below).

#### **A professional is here defined as:**

- a person who is a qualified architect or who has the qualifications set out in the Land Use and Building Act and the orders issued by virtue of it, or
- a person with an education which, in the case of an open competition, has been approved by the SAFA competitions council, or, in the case of an invitational competition, by the SAFA competitions secretary. Such a person must be sufficiently qualified to evaluate the designing task.

#### **An independent expert is here defined as:**

- a professional person who does not belong to the organisation which has organised the competition, and who is independent of both the judges and the competitors.

#### **To ensure a professional and impartial evaluation of the entries, the following measures must be in place:**

In an open architectural competition the professional members of the jury panel must have the majority of the votes. Two of the members of the panel must be independent experts. In an open architectural competition which consults the SAFA, the independent experts on the jury panel shall be chosen by the competitions committee of the association. In other competitions the competitions committee can choose the independent experts at the request of the organiser.

In an invitational competition at least one member of the jury panel must be an independent expert who is independent of both the commissioner and the competitors, and whom the competitors have appointed together. If necessary, the appointment of the independent expert can be made by the SAFA competitions committee.

The jury panel can employ external specialists who will render their professional opinion on those aspects of the competition entries in which they are competent, but who will not take part in the general evaluation process.

## **7 Competition secrecy**

The anonymity of the entries is to be observed until the jury panel has rendered its opinion or made its decision. Competitors must ensure anonymity when drawing up and submitting their entries.

## **8 The competition invitation and the competition conditions**

The competition organiser shall draw up and approve the competition conditions. The competition invitation and the competition conditions shall state that plans are to be submitted within a single submission, and that the plans will be evaluated according to the criteria stated in the competition conditions.

The competition conditions shall state the organiser, the procedures and the eligibility criteria for the competition, and also the composition and power of decision of the jury panel. In addition, it shall clearly and unequivocally set out the objectives, the initial information, the directive and binding design principles, the evaluation criteria and the usufructuary rights, the instructions for drawing up the entry, and the language to be used in the entry.

The competition conditions shall mention the prizes or rewards to be awarded in the competition; it shall also mention any remunerations for drawing up the entries, along with possible purchase prices, and the value added taxes which these include.



The competition conditions shall present the competition organiser's idea of how the project aimed at in the competition should go forward, and explain to what degree the decision of the judges will bind the commissioner.

If the entries are to be on public display before the result of the competition is decided, this must be mentioned in the competition conditions.

By taking part in the competition the participants give their approval to the competition conditions.

## 9 The adjudication of the competition, and the report of the jury panel

The jury panel must award prizes to those entries which solve the task in the best possible way, according to the criteria set out in the competition conditions.

An entry which deviates essentially from the binding design requirements, as set out in the competition conditions, cannot be awarded a prize in an open competition, but it can be purchased.

The jury panel must provide for disqualifications by nominating reserve entries for the first and second places.

The jury panel can give honourable mentions for unplaced or unpurchased entries of sufficient merit.

Only the members of the jury panel, the secretary and advisory experts are allowed to be present during the judging of competition entries. In matters concerning the judging they are bound to secrecy. At the request of the organiser the SAFA competitions committee may allow public display of competition entries before the final judging.

The jury panel shall decide which entries are to be accepted for adjudication and which are to be rejected. An entry shall be disqualified if:

- it is not anonymous,
- it is not submitted in the manner laid down in the competition conditions,
- a document required in the conditions is missing, unless the jury considers the omission to be of secondary importance for the evaluation of the entry.

The jury panel shall draw up a report which includes a description of the competition task, a general evaluation of the competition, entry-specific evaluations of all competition entries, a decision on the distribution of prizes and reasons for the decision, a recommendation for further action, possible dissenting opinions, possible expert opinions, and essential pictorial and textual material relating to the entries.

When the report of the panel has been checked and signed, the sealed envelopes containing the prize-winners and purchases shall be opened.

## 10 Payments and compensation in respect of work done

Prizes and financial rewards shall be set out in the competition conditions.

In an open competition the prizes shall be in proportion to (1) the estimated amount of work done in submitting the entry, (2) preparing the required documents, and (3) the value of the entry to the commissioner, i.e. the utility of the competition for the commissioner. The competition task and the required documents shall be described in the competition conditions sufficiently clearly for the competitor to be able to estimate the performance required.

In an open competition there will normally be three prizes, and two entries will be purchased, both at the same price.

In a two-stage open competition **those entries** which are submitted in accordance with the competition conditions and which are chosen for the second stage shall receive equal rewards on completion of the first stage. The actual prizes will be awarded on completion of the second stage.



A unanimous jury may, for justifiable reasons, change the number of prizes and the mutual relationship between prizes and purchases, within the limits of the total prize money available. However, the value of the first prize and the purchase price of the design in question cannot be reduced from what was stated in the competition conditions.

If the number of entries in an open competition is considerably smaller than could be expected, or if the quality of the entries is lower, the judges may, with the consent of the SAFA competitions committee, withhold part of the prize money.

In an open competition, prizes and purchases shall not be counted as a part of the design fee.

In an invitational competition each invited competitor shall receive an equal financial reward. The competition organiser and the competitors shall agree on the sum to be provided on the basis on the amount of work needed to prepare an entry. The documentation required and the worth of the entry shall also be taken into consideration.

The competition judges can unanimously decide either to reduce or to completely withhold any financial reward for an entry which they consider to be deficient.

The financial reward provided in an invitational competition is regarded as part payment for drawing up the sketches, and can be deducted from the design fee received by a competitor whose design is commissioned.

## 11 Display of entries and publication of the results

All entries shall be displayed in the form in which they existed at the time of the evaluation, and the report of the jury panel shall be given for examination to at least the competitors. The conditions governing the public display of the entries shall be explained in the competition conditions.

The SAFA reserves the right to place competition entries on display elsewhere. This will be agreed in a contract between the competition organiser and the SAFA.

It is recommended that all organisations and key persons involved with the prize-winning entries should be mentioned in information concerning the competition.

The results of an open competition will be published by the SAFA in the periodical *Arkkitehtuurikilpailuja*, and on the SAFA website.

The results of an invitational competition will be published by the SAFA in the periodical *Arkkitehtuuriuutiset*, and on the SAFA website.

The right to use and publish material given to the competition, or photographs of the material, shall remain with the competition organiser, the authors and the Finnish Association of Architects and, after filing, the Museum of Finnish Architecture.

Innovations and inventions and other trade secrets can be classified as secret or stated to be secret, in accordance with the Act on the Openness of Government Activities.

## 12 Responsibility for the entries

The competition organiser shall return entries to the participants, in accordance with the competition conditions, unless the entries are purchased and become the property of the organiser, or unless otherwise stated in the competition conditions.

The competition organiser shall be responsible for the appropriate storage of the entries, and shall provide compensation for a damaged or lost document or scale model, in accordance with the competition conditions.

### 13 Tenders in connection with a design competition

If the competition conditions ask for tenders for design work to be carried out subsequent to the competition, the tendering documentation shall not be opened until the evaluation has been carried out in accordance with the competition conditions and recorded in the judges' report in an approved manner, and after the envelopes containing the names of prize-winners have been opened.

### 14 Commissions

It is recommended that design work subsequent to a competition – or, in large projects, a considerable part of it – should be commissioned from the prize-winner.

### 15 Usufructuary rights and copyrights

The competition organiser shall have the proprietary right to prize-winning, purchased and rewarded entries. The competitors shall retain copyright to their entries.

The competitor who receives the commission shall have the right to make use of the subjects and ideas of other prize-winning and purchased entries, subject to the originators' copyright.

If the competition involves a product which is reproduced, the prize-winner shall have the right to offer his or her entry to another manufacturer, if the organiser has not reached an agreement with the prize-winner within the time specified in the competition conditions.

### 16 Settlement of disputes

The procedure for the settlement of disputes shall be laid down in the competition conditions.

### 17 Filing

In a design competition, the conditions and the judges' report, including attachments, but with the exception of classified portions, shall be filed in a reliable way. In the case of architectural competitions the competition material shall be filed by the Museum of Finnish Architecture.

### 18 Competition expenses

The competition organiser shall pay all the expenses for the organising of the competition.

#### **Fees for independent experts**

In an open competition the organiser shall pay to the two experts appointed by the SAFA a fee which shall be defined in the competition agreement. The organiser shall also pay statutory social security fees. The organiser shall pay the travel costs of the experts appointed by the SAFA in accordance with the travel expenses regulations of the Finnish government.

In an invitational competition the competitors shall pay 7% of the fees they receive for participation to the expert they have appointed to the jury panel, unless otherwise agreed. The competition organiser shall also reimburse the travel and accommodation expenses of the experts on the basis of receipts. When the monetary rewards of the competition are paid through the SAFA, the SAFA shall deduct these payments to experts from the rewards due to the competitors.

#### **Compensatory payments to the SAFA**

In an open competition the SAFA will charge 7% of all prizes and purchases, and also the fees of the experts it has appointed to the jury panel, as compensation for the costs of – among other things – supervising the competition, assisting the organiser, checking and approving the competition conditions, publishing and filing the results, arranging competition exhibitions, and developing competition activities in general. The extent and costs of the SAFA's consultation shall be set out in the competition agreement for the open competition in question.

In an invitational competition the SAFA will retain 3% of the fee paid to each invited competitor, unless otherwise agreed. When the competition rewards are paid through the SAFA, the SAFA shall deduct this payment from the fees paid to the competitors.

**Method of payment**

In an open competition the organiser shall pay for the prizes, purchases and financial rewards. The organiser shall also pay the fees of the experts appointed by the SAFA competitions committee on the basis of an invoice from the SAFA, unless otherwise agreed.

In an invitational competition the organiser shall pay the fees of the persons invited on the basis of an invoice from the SAFA, unless otherwise agreed.

# Konkurrensregler

Vedtatt av NALs Representantskap 22.11.1997, med senere endringer.

## Innholdsfortegnelse

1. Introduksjon
2. NALs ansvar for arkitektkonkurranser
3. Innbyderens rettigheter og plikter.
4. Deltagernes rettigheter og plikter.
5. Juryens ansvar og plikter - Vedlegg / Instruks for juryer

## 1. INTRODUKSJON

### 1.1. Reglenes formål

Formålet med reglene er tosidig:

- å ivareta innbyderens forventning om et estetisk, funksjonelt, teknisk og økonomisk godt resultat.
- å ivareta deltagernes krav om rettferdig og faglig kvalifisert vurdering av konkurranseforslagene.

For å oppnå det må oppgaven være klart beskrevet og juryens innstilling må bygge på programmets kriterier. Oppdragsmulighetene må være klarlagt, valg av prosesser og fremdriftsplan være forutsigbare. Premiebeløp i åpen eller honorarer i begrenset konkurranse må være av tilstrekkelig størrelse, og det må være avsatt tilstrekkelig tid til konkurransen.

Konkurransedeltagerne vil legge vekt på at programmet er godkjent av NAL, og videre at juryen har relevant faglig representasjon, at den bedømmer anonyme forslag, og at juryens vurderinger og innstilling er tilgjengelig for alle som er implisert i konkurransen.

### 1.2. Reglenes gyldighetsområde

NALs regler for arkitektkonkurranser gjelder for konkurranser innenfor arkitekters virksomhetsområde, dvs. idé - og prosjekt-konkurranser om arkitektoniske kvaliteter knyttet til planer, konstruksjoner og bygninger. Reglene gjelder for arkitektkonkurranser innenfor offentlig og privat sektor.

### 1.3. Avgrensning

NALs konkurranseregler gjelder ikke for anbudskonkurranser og totalentreprisekonkurranser. Prosjektkonkurranser bør ikke kombineres med anbud eller tilbud på videre prosjektering. Prekvalifisering er ikke konkurranse, og omfattes ikke av NALs konkurranseregler.

### 1.4. Konkurransekomiteen

Ansvar for godkjenning av konkurranser og annen oppfølging av disse regler er tillagt Konkurransekomiteen, oppnevnt av NAL og Norges Praktiserende Arkitekter (NPA). Konkurransesekretariat i NAL tar seg av daglig saksbehandling. Konkurransesekretariatet kan tilby tjenester til innbydere i forbindelse med gjennomføring av konkurranser, hvis de forøvrig tilfredsstiller disse regler.

### 1.5. NAL-medlemmers forhold til konkurransebetingelser

NALs Ethiske regler omfatter bestemmelser (pkt. 4.5 og 5.6) om arkitekters forhold til konkurranser. Bestemmelsenes formål er bl.a. å bidra til at konkurranser gjennomføres etter NALs konkurranseregler.

I konkurranser som ikke er godkjent av NAL, og/eller disse konkurranseregler ikke er fulgt, vil hverken innbyder, jury eller deltagere kunne påregne NALs medvirkning knyttet til forberedelse, gjennomføring, bedømmelse, publisering, kontrahering eller andre forhold knyttet til konkurransen.

### 1.6. Konkurransereglenes forhold til offentlige forskrifter

Offentlige byggherrer er forpliktet til å følge «Forskrift om tildeling av kontrakter om offentlige tjenestekjøp». Forskriften stiller krav om offentlig utlysning innenfor EU/EØS-området av alle tjenestekjøp over visse terskelverdier. Konsekvensen er konkurranse, åpen eller begrenset (med prekvalifisering). Konkurransen kan gjelde kompetanse, pris eller prosjekt. En prosjekt- eller idèkonkurranse gjennomført etter NALs regler tilfredstiller forskriftens krav.

### 1.7. Forklaring på noen vanlige begreper

#### *Prosjektkonkurranse:*

Formålet er å realisere det vinnende forslaget, og engasjere arkitekten for dette forslaget til videre prosjektering. Deltagerne konkurrerer først og fremst om oppdraget.

#### *Idèkonkurranse:*

Formålet er å få idèer som kan belyse mulighetene for videre utvikling, f.eks. av et område, og derved legge grunnlaget for senere utvikling av konkrete prosjekter. Innbyderen forplikter seg ikke til videreføring av konkurranseresultatet.

#### *Åpen konkurranse:*

Deltagelsen er åpen for dem som ønsker å delta innenfor en geografisk, yrkesmessig, eller annen avgrensning.

#### *Begrenset konkurranse:*

Deltagerne er spesielt innbudt, direkte utpekt av innbyderen eller valgt etter forutgående invitasjon til prekvalifisering. I privat sektor også kalt innbudt konkurranse. (Begrenset konkurranse må ikke forveksles med parallelle oppdrag. Parallelle oppdrag er ikke konkurranse, og omfatter ingen rangering eller kåring av vinner. Parallelle oppdrag kan utvikles i kontakt med oppdragsgiveren, gjerne på forskjellige, gitte premisser. Parallelle oppdrag godtgjøres etter vanlige forretningsmessige prinsipper.)

#### *Prekvalifisering:*

Valg av deltagere til en begrenset konkurranse, etter åpen invitasjon som gjør rede for ønskete kvalifikasjoner og kriterier for valg.

#### *To-trinns konkurranse:*

For store og komplekse oppgaver kan konkurransen utvikles i to trinn: Første trinn er en åpen idèkonkurranse, andre trinn er en begrenset prosjektkonkurranse for arkitektene bak de beste forslagene i første trinn. Andre trinn gjennomføres som en begrenset konkurranse etter disse regler.



#### *Omkonkurranse:*

Når juryen i en prosjektkonkurranse ikke kan komme til enighet om hvilket prosjekt som er det beste, kan det arrangeres en omkonkurranse etter disse regler.

#### *Premier, innkjøp, deltagerhonorar:*

I åpen konkurranse stiller innbyderen et premiebeløp til disposisjon, som juryen fordeler på konkurransens beste forslag etter programmets bestemmelser. I tillegg til premiebeløpet bør juryen ha til disposisjon et innkjøpsbeløp for å påskjønne forslag som har gitt særlig viktige bidrag til belysning av oppgaven. I begrensede konkurranser gis alle deltagere et like stort honorar, eventuelt kan vinneren premieres med et beløp i tillegg.

## **2. NALs ANSVAR FOR ARKITEKTKONKURRANSER**

### **2.1. Konkurransekomiteen**

NAL har et faglig ansvar for at konkurranser som er rettet mot arkitekter blir forberedt og gjennomført på en måte som er betryggende for innbyderen, for konkurrentene og oppgavens løsning. Dette ansvaret ivaretas av konkurransekomiteen som så langt mulig skal påse at arkitektkonkurranser blir gjennomført etter disse regler. Konkurransekomiteen plikter å bistå konkurransens innbyder med oppnevning av eller forslag til jurymedlemmer, sekretær, rådgivere og andre betroede hjelpere hvis konkurransen forøvrig tilfredsstiller disse regler.

### **2.2. NALs godkjenning av konkurransen**

For de konkurranser som er godkjent av konkurransekomiteen skal dette fremgå av konkurransens invitasjon og program ved betegnelsen «Godkjent av NAL».

## **3. INNBYDERENS RETTIGHETER OG PLIKTER**

### **3.1. Invitasjon og program for konkurransen**

Innbyderens invitasjon til konkurranse forplikter innbyderen til å gjennomføre konkurransen i samsvar med de vilkår og kriterier for avgjørelser som fremgår av invitasjon og program for konkurransen. Det samme gjelder for invitasjon til begrenset konkurranse og prekvalifisering

### **3.2. Gjennomføring av konkurransen**

Innbyder har ansvar for at konkurransen gjennomføres på en måte som er betryggende for deltagerne, ved å etablere det nødvendige apparat for ivaretagelse av deltageres anonymitet og andre formelle krav.

### **3.3. Forholdet til juryen og juryens mandat**

Innbyder har ansvar for at det oppnevnes en jury med slik representasjon og kompetanse som fremgår av pkt. 5.1. Når juryen er oppnevnt må innbyderen respektere juryens selvstendige ansvar for godkjenning av program og bedømmelse av konkurransen. Juryens mandat som innstillende eller avgjørende instans må fremgå av utlysingen og konkurransens program. Hvis innbyderen ønsker å fravike juryens innstilling må det skje overensstemmende med pkt. 4.5.

### **3.4. Premiebeløp/deltagerhonorar**

Innbyderen må stille til juryens rådighet et premiebeløp som i åpen konkurranse skal gjenspeile den innsatsen som deltagerne må nedlegge i konkurransen. Premiebeløpet er ikke en del av fremtidig

honorar for videregående oppdrag. Det samme gjelder honorar i begrenset konkurranse.

### **3.5. Konkurransetid**

Innbyderen må sørge for at den tid som stilles til rådighet for deltagerens løsning av oppgaven og juryens arbeid med program og bedømmelse sikrer en faglig forsvarlig gjennomføring av konkurransen.

### **3.6. Videreføring av konkurranseresultatet**

Innbyder må videreføre konkurransens resultat overensstemmende med det som fremgår av konkurransens program og juryens mandat.

### **3.7. Krav om erfaring**

I åpen konkurranse kan innbyder kreve at førstepremievinner med utilstrekkelig erfaring for gjennomføring av oppgaven, velger en medansvarlig kollega som innbyder godkjenner, og som om nødvendig kan overta det formelle ansvar for oppdraget. Slike krav må fremgå av konkurransens program.

### **3.8. Innbyderens eiendomsrett og rett til publisering**

Innbyderen har rett til å beholde alle premierte/innkjøpte forslag i en åpen konkurranse, og alle honorerte forslag i en begrenset konkurranse. Innbyderen har rett til å publisere og utstille alle innleverte konkurranseforslag. Informasjon om publisering og utstilling må fremgå av konkurransens program. Ved utstilling og publisering etter at konkurransen er avgjort skal deltagerens navn festes til de respektive forslag, med mindre deltageren har reservert seg mot det.

### **3.9. Omkonkurranse**

Hvis juryen anbefaler omkonkurranse mellom konkurransens beste forslag, må omkonkurransen arrangeres som en begrenset konkurranse etter disse regler. Deltagerne i omkonkurransen er berettiget til et honorar i tillegg til den fordelte premiesum.

## **4. DELTAGERNES RETTIGHETER OG PLIKTER**

### **4.1. Begrensning av deltagerrett**

Alle personer og virksomheter som har deltatt i tilrettelegging av konkurransen, eller gitt vesentlige bidrag til formulering av oppgaven, er utelukket fra å delta. Representanter for innbyderen eller ansatte hos denne er også utelukket fra å delta. Deltagere i begrensede konkurranser har rett til å vite hvem de andre deltagerne er. Ved tvil om deltagerrett avgjøres spørsmålet av Konkurransekomiteen. Se også pkt. 5.1.b.

### **4.2. Anonyme prosjekter**

Deltagerne skal ivareta sin anonymitet inntil juryen har gjort kjent konkurransens resultat.

### **4.3. Konkurransesforslagets originalitet**

Et konkurranseforslag må ikke tidligere ha vært offentliggjort, eller gjort kjent for innbyder, eller for noe medlem av juryen, dens rådgivere eller sekretær.

### **4.4. Opphavsrett**

Opphavsretten til et konkurranseforslag forblir alltid hos den som har opphavsrett iflg. forslagens navneseddel. Den som får videre oppdrag har rett til, såfremt vedkommende er premiert eller

honorert i konkurransen, å benytte idèer og momenter fra de de øvrige premierte eller honorerte forslag. Denne rettighet må fremgå av konkurransens program.

#### **4.5. Kompensasjon til vinner ved bortfall av oppdrag**

Førstepremievinner i åpen eller begrenset konkurranse som ikke får videre oppdrag er berettiget til en kompensasjon slik at det oppnås fullt økonomisk vederlag for det utførte arbeid. Betingelsene for beregning og utbetaling av kompensasjon må fremgå av konkurransens program. Hvis konkurransen gjelder en oppgave som innbyderen ikke har til hensikt å føre videre i konkret prosjektering eller planlegging, skal det fremgå av programmet.

#### **4.6. Kollegiale forhold**

Bortsett fra vinneren må ikke noen deltager i konkurransen forhandle med innbyderen eller andre om videreføring av konkurranseoppgaven før det er innhentet skriftlig bekreftelse fra Konkurransekomiteen på at forholdet til vinneren er avviklet i henhold til pkt.4.5

### **5. JURYENS ANSVAR OG PLIKTER**

#### **5.1.a. Juryens kompetanse, rådgivere, sekretær**

For alle idé- og prosjektkonkurranser skal det oppnevnes en jury med fysiske personer som har ansvaret for konkurransens program og bedømmelse. Minimum 1/3 av juryens medlemmer skal ha samme kompetanse som den som etterspørres i konkurransen. I åpne konkurranser må minst to av juryens medlemmer være oppnevnt av Konkurransekomiteen, i begrensede konkurranser minst ett av juryens medlemmer. Juryen har anledning til å benytte seg av rådgivere. Juryen bør ha en sekretær med arkitektfaglig kompetanse.

#### **5.1.b. Juryens habilitet**

For jurymedlemmers og rådgiveres habilitet gjelder samme regler som etter § 6 i forvaltningsloven av 10. februar 1967, også der konkurranseinnbyder er privat. I utgangspunktet vil således alle forhold som er egnet til å svekke tilliten til et jurymedlems eller en rådgivers upartiskhet, medføre inhabilitet.

#### **5.2. Konkurranseloppgaven**

For alle konkurranser skal det foreligge et program som gjør rede for oppgaven, kravene til løsningen, kriteriene for bedømmelsen, og konkurransetekniske bestemmelser med henvisning til NALs konkurranseregler.

#### **5.3. Bedømmelsen**

Juryen skal avgjøre konkurransen med rangering av forslagene og en innstilling om det videre arbeidet med det beste forslaget. Bedømmelsen skal gjennomføres i henhold til programmets krav og konkurransens bestemmelser.

#### **5.4. Premier og innkjøp/Honorarer**

Juryen skal fordele premier og innkjøp i henhold til programmets bestemmelser. Bestemmelser om eventuell reduksjon av premiebeløpet ved uventet, særlig lav deltagelse i konkurransen må fremgå av programmet.

I begrensede konkurranser må ingen andre betingelser enn innlevering av krevet materiale knyttes til utbetaling av honoraret.



### **5.5. Instruks for juryer**

For juryens bedømmelse av konkurransen gjelder «Instruks for juryer i arkitektkonkurranser» som er vedlegg til disse regler.

## **VEDLEGG TIL NALs KONKURRANSEREGLER - INSTRUKS FOR JURYER**

### **1. Programmet**

Juryen har ansvaret for å godkjenne konkurransens program.

De konkurransetekniske bestemmelser skal gjøre rede for:

- Hvem som kan delta, event. deltagere i begrenset konkurranse
- Påmelding og utlevering av program med vedlegg
- Ivaretagelse av anonymitet
- Spørsmål til juryen om forståelse av programmet
- Forslagenes omfang og fremstilling
- Frister, forsendelser, forsikring, retur av forslag
- Premie- og innkjøpsbeløp eller honoraret, vilkår for utbetaling
- Opphavsrett, eiendomsrett, rett til publisering og utstilling
- Forutsetninger og vilkår for videre oppdrag, event. rammer for kontraktsfor handling, kompensasjon hvis oppdrag bortfaller
- Juryens uttalelse
- Henvisning til NALs konkurranseregler
- Prosedyre ved eventuell tvist mellom innbyder og deltager

Frister for deltagerens spørsmål om forståelse av programmet og for juryens svar må være i rimelig tid før innleveringsfrist.

### **2. Juryens mandat**

Juryens mandat må fremgå av programmet. Juryen skal avgjøre konkurransen med rangering av forslagene og avgi innstilling om det videre arbeidet med det beste forslaget.

### **3. Støttefunksjoner for juryen**

For å ivareta kontakten med de anonyme deltagere skal innbyderen stille til rådighet en konkurransefunksjonær. Konkurransefunksjonærens oppgaver er å sørge for utsending av program med vedlegg, registrere deltagere, motta eventuell deltageravgift, formidle spørsmål fra deltagere og juryens svar, motta og montere konkurranseforslag, og returnere dem etter konkurransens avgjørelse. Konkurransefunksjonæren skal oppbevare navnekonvoluttene inntil juryens skriftlige uttalelse

foreligger. Oppgavene som juryens sekretær og konkurransefunksjonær kan ikke kombineres, og må ivaretas av to juridiske personer. NAL/NPAs konkurransesekretariat kan etter avtale påta seg oppgaver som sekretær for juryen eller konkurransefunksjonær.

#### **4. Bedømmelsen**

Juryen, dens rådgivere og betroddede hjelpere har taushetsplikt under bedømmelsen. Juryen må ikke begynne sitt arbeid før den har rimelig forsikring om at samtlige registrerte deltagere (deltagere som har bestilt program med vedlegg) har mottatt fortegnelse over forslag som er rettidig avsendt/innlevert og mottatt. Juryen er bare beslutningsdyktig når den er fulltallig. Ved varig forfall oppnevnes nytt medlem. Hvis juryen ikke oppnår enighet, kan resultatet avgjøres ved avstemming. Ved stemmelikhet er jurylederens stemme avgjørende. Juryen skal avvise forslag som er avsendt/levert senere enn innleveringsfristen, eller har brutt anonymiteten, eller har brutt andre ufravikelige konkurransetekniske bestemmelser.

#### **5. Juryens uttalelse**

Juryens uttalelse skal foreligge skriftlig og illustrert, og den skal redegjøre for:

- Fortegnelse over alle innkomne forslag
- Begrunnet vedtak om eventuell utelukkelse fra bedømmelse
- Generell kritikk som redegjør for de erfaringer konkurransen har gitt, og juryens begrunnelser for bedømmelse og rangering
- I åpne konkurranser: Som et minstekrav skal alle premierte og innkjøpte forslag, og andre forslag som juryen ønsker å fremheve gis spesiell kritikk
- I åpne konkurranser: Begrunnet vedtak om fordeling av premie- og innkjøps beløp
- I begrensede konkurranser: Spesielle kritikker av alle forslag
- Innstilling om det videre arbeid med det forslag som er tildelt 1.premie
- Eventuelle dissenser i juryen må begrunnes

Juryens uttalelse skal være underskrevet av samtlige jurymedlemmer før deltagernes anonymitet brytes. Juryens uttalelse og det innleverte konkurransematerialet skal være tilgjengelig for alle deltagere i konkurransen.

#### **6. Uforutsette omstendigheter**

Ved uforutsette omstendigheter og hendelser som ikke er omtalt i programmet, og som kan ha innvirkning på konkurransens forløp og bedømmelse, plikter juryen å informere Konkurransekomiteen.