

LN. XII. 8

[Distributed to the Council and
the Members of the League]

Official No.: **C. 694. M. 291.** 1930. XII.

Geneva, January 2nd, 1931.

LEAGUE OF NATIONS

INTERNATIONAL EDUCATIONAL CINEMATOGRAPHIC INSTITUTE

**REPORT TO THE COUNCIL ON THE THIRD SESSION
OF THE GOVERNING BODY OF THE INSTITUTE**

Held at Rome from October 8th to 10th, 1930.

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Note. — The Director's report to the Governing Body on the work of the Institute during the preceding year is published by the Institute as a separate pamphlet in French only, and accompanies this document.

The Governing Body of the International Educational Cinematographic Institute held its third session at Rome from October 8th to 10th, 1930, under the chairmanship of Professor Alfredo Rocco, Italian Minister of Justice and member of the Committee on Intellectual Co-operation.

The following were present :

- M. BARRIER (replacing M. Lumière), Inspector at the Ministry of Education, Paris ;
- M. CONTI (replacing the Marquis de Guad-el-Jelu), Professor at the University of Rome ;
- Dr. Hans CÜRLIS, Director of the " Institut für Kulturforschung ", Berlin ;
- M. Jules DESTREE, former Minister of Science and Arts and Vice-Chairman of the Committee on Intellectual Co-operation, Brussels ;
- Professor Henri FOCILLON, Professor at the Sorbonne, Paris ;
- Mr. FARQUHAR (replacing Mr. Hankin) ;

Series of League of Nations Publications

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Dr. H. KRANS (replacing Dr. Kellogg), Director of the American University Union in Europe, Paris ;
Dr. Hugo Andres KRÜSS, Director-General of the Prussian State Library, Berlin ;
Mlle. Palma GUILLEN (replacing Mlle. Mistral) ;
Dr. R. P. PARANJPYE, former Minister of Education, member of the Council of the Secretary of State for India, London ;
M. Daniel SECRÉTAN (replacing M. de Reynold), Secretary of the Swiss Committee on Intellectual Co-operation, Berne ;
Count CARTON DE WIART, Member of the Child Welfare Committee of the League of Nations, Brussels.

The following also attended in an advisory capacity :

M. A. DUFOUR-FERONCE, Under-Secretary-General of the League of Nations, Director of the International Bureaux and Intellectual Co-operation Section of the Secretariat ;
Marquis PAULUCCI DI CALBOLI BARONE, Under-Secretary-General of the League of Nations ;
Mr. Mack EASTMAN, Head of the Third Section of the Research Division of the International Labour Office ;
Professor A. BRIZI, Secretary-General of the International Institute of Agriculture, Rome ;
M. F. BILBAO, Chief Agricultural Engineer at the International Institute of Agriculture, Rome.

Also present :

M. Luciano DE FEO, Director of the Institute ;
Professor G. OPRESCU, Secretary of the Committee on Intellectual Co-operation and Secretary of the Governing Body of the International Educational Cinematographic Institute ;
Dr. F. VIVALDI, Assistant Auditor of the League of Nations.

1. PERMANENT EXECUTIVE COMMITTEE.

The Permanent Executive Committee was composed of the Chairman of the Governing Body, M. Rocco, and of the five following members: M. FOCILLON, Marquis de GUAD-EL-JELU, Dr. KRÜSS, Dr. MILLIKEN and Dr. PARANJPYE. The Committee held two meetings at the Institute in Rome : in January and June 1930. The budget committee, consisting of the CHAIRMAN and M. FOCILLON and Dr. KRÜSS, also held a meeting in October 1930.

Dr. KRÜSS has submitted a report to the Governing Body on the work of the Permanent Executive Committee, which is appended to the present document (Appendix 1).

2. GENERAL REMARKS.

Last year was a year of hard work for the Institute. The desire to bring out clearly and strikingly the variety and significance of the work of the Institute and to gain the ear of all those interested in the educational cinematograph led to the framing of a vast programme of work, which called for the greatest efforts on the part of the Institute. This work cannot be expected to yield definite results for some time to come, but it may be mentioned that the Institute has won for itself an ever-larger measure of recognition, on the strength of what it has already accomplished.

Credit for this result is largely due to the Institute's policy of basing an important part of its programme on collaboration with international organisations which pursue objects similar to its own. In the first place, there is collaboration with the League and its sections and committees. It is on collaboration with the Secretariat of the League that are based the preparations for the International Convention for the Abolition of Customs Duties and the agreement concerning the co-operation of the Institute in the work of making propaganda films for the League. All the work connected with the education of the young is being carried on in close touch with the International Child Welfare Committee of the League of Nations ; the health work in conjunction with the Health Section of the League and that relating to the organisation of labour in close collaboration with the International Labour Office. In other fields also the Institute has secured the interest and assistance of the International Institute of Agriculture, the International Association of Red Cross Societies, the International Council of Women and other great international organisations.

The Institute has also endeavoured to establish closer contact with the national organisations. The proposal to set up national committees to represent all official and private interests in relation with the Institute has met with gratifying success in France and Great Britain, where committees of this kind were set up during the year under review. As a result of

the Director's visit to Spain, great interest has also been aroused in that country. The *Monthly Review* of the Institute, which is developing satisfactorily, has helped in no small degree to bring about closer contact with all the bodies or groups interested in these questions.

The success which has attended the efforts of the Institute is reflected not only in the fact that official bodies and private associations have readily accorded it their support, but also in the increasing number of requests for information that it receives from all parts of the world.

The external progress made has gone hand in hand with a corresponding development of the internal organisation of the Institute. Although it has not been possible to increase the staff, the whole of the machinery dealing with documentation has been perfected. The library of the Institute, which receives and deals with 900 newspapers and reviews, is fast becoming a valuable specialised library dealing with all questions connected with the educational cinematograph. During the last year the room used for the library of the Institute has been fitted up as a cinema hall with the most up-to-date appointments.

This internal development of the Institute and the unhampered continuance of its work would not have been possible if the Institute had not enjoyed the special support of the Italian Government, which not only made itself responsible for the considerable outlay required for fitting up the library as a cinema hall, but has also increased by 200,000 lire yearly, as from 1930, its annual subsidy of 890,000 lire. It has thus been possible to balance the budget of the Institute which in former years was only able to avoid a deficit by gradually exhausting its reserve fund, and this definitely ensures the future of the Institute.

The Governing Body has expressed its special and sincere thanks to the head of the Italian Government for this fresh proof of its enlightened interest and its generous desire to encourage the work of the Institute.

The receipts of the Institute have been further increased by the Polish Government's grant of an annual subsidy of 30,000 lire.

The Governing Body has learned, with sincere regret, that Professor Oprescu will not be able to attend another meeting of the Governing Body in the capacity of Secretary, having been appointed to the Chair of History of Fine Arts at the University of Bucharest. It took this opportunity of expressing to him its appreciation and gratitude for the valuable work he has done for the Institute from the day of its foundation. The fact that the Institute has been able to build up the whole of its work in close collaboration with the other organisations of the League, and thus in a real sense to become itself an organ of the League, is primarily due to the enlightened activities of Professor Oprescu acting as a link between the bodies concerned.

The Governing Body hopes that it may be possible to retain Professor Oprescu's valuable assistance in the further development of the Institute by appointing him a member of the Governing Body, and expresses the desire that the Council of the League may make this appointment.

3. MODIFICATION OF THE ORGANIC STATUTE AND OF THE GENERAL AND ADMINISTRATIVE REGULATIONS OF THE INSTITUTE.

Article 5 of the Organic Statute of the Institute provides as follows :

The Governing Body shall consist of a President and fifteen members, who shall be, as far as possible, of different nationalities and shall be appointed by the Council of the League of Nations.

It shall include three members of the International Committee on Intellectual Co-operation sitting in a private capacity, among whom shall be the Chairman and the Italian member, one member of each of the four Sub-Committees of the same Committee chosen from among those who do not sit on the plenary Committee and two members of the Child Welfare Committee of the League of Nations. The said Italian member shall be President of the Governing Body *ex officio*.

The Sub-Committees having disappeared in the process of reorganisation of intellectual co-operation, it is proposed that Article 5 be redrafted as follows :

" The Governing Body shall consist of a President and sixteen members, who shall be, as far as possible, of different nationalities and shall be appointed by the Council of the League of Nations.

" It shall include three members of the International Committee on Intellectual Co-operation, sitting in a private capacity, among whom shall be the Chairman and the Italian member, and two members of the Child Welfare Committee of the League of Nations. Should the Chairman of the International Committee on Intellectual Co-operation and the Italian member of that Committee be prevented from personally exercising the functions incumbent upon them, they shall, subject to the approval of the Council of the League of Nations, appoint substitutes for the duration of their term of office. The Italian member shall be President of the Governing Body *ex officio*."

The Governing Body decided, further, to modify the text of Articles 29, 33 and 46 of the General and Administrative Regulations of the Institute, and to delete Articles 31 and 32, in view of the fact that the sections originally provided for in the Regulations have been replaced by certain services ; that it is desirable to provide in the Regulations, not only for the convening of committees of experts, but also for the possibility of calling in individual experts ; and, lastly, that the salaries of officials have been to some extent revised (cf. No. 8 of the present report). The new drafting of the articles in question is as follows :

“ Article 29.

“ The Director shall sign the Institute’s correspondence, but he may delegate this power to the Heads of Service.

“ The Director shall submit each year to the Governing Body the name of the official who is to replace him during his absence on duty, on account of illness, or on annual leave.”

“ Article 33.

“ In accordance with Article 12 of the Organic Statute, the study of special questions may be deferred to experts or committees of experts. These experts shall be appointed by the President of the Governing Body on the Director’s proposal, in agreement with the Secretary of the Governing Body. The Institute may also ask for the assistance of existing Committees of Experts belonging to international organisations with which it is in touch.

“ The Director of the Institute and the Secretary of the Governing Body may attend the meetings of the Committees of Experts in an advisory capacity.”

“ Article 46.

“ The salaries of the officials of the first division of the Institute shall be as follows :

	Lire per annum
Director	80,000
Heads of Service	36,000
Clerks	21,600
Secretaries	15,600
Assistant Secretaries.	12,000

4. WORK OF THE INSTITUTE.

The work of the Institute, which is described in detail in the Director’s report, printed separately, related chiefly to the use of the cinema in education and social matters and matters of hygiene, and also to the method of dealing with the cinema in international legislation.

As regards education, the Institute has organised an extensive enquiry into the influence of the cinema on young people. Two hundred thousand questionnaires have been distributed in the different countries, through the school authorities ; they are to be filled in by the pupils themselves, and the replies will make it possible to judge directly of the effect of films on children. This interesting enquiry is still proceeding ; the material will then have to be sorted and the indications thus obtained will need to be analysed. This will take some further time.

Studies have been begun on the social aspects of the cinema and on the application of the cinema to scientific management. Two papers have already appeared on “ health and the cinema ” and “ accident prevention ”. This second question was discussed at a conference of experts, in collaboration with the International Labour Office, and there will be another conference on the same subject.

As regards the cinema in international legislation, the Institute is working on a comparative study on the censorship, control and revision of films, and the framing of a preliminary draft international convention for the abolition of Customs barriers against educational films. Details of the present situation in regard to this important question will be found below, under No. 6.

Within this framework, the Institute has studied a mass of detail covering the whole field of application of the educational film. Some of these studies have been published in the *Review* and in separate papers (*cahiers*), and the remainder constitute the basis of material for more exhaustive studies.

The programme for the coming year provides, first, for the continuation of the work now in progress in the various above-mentioned spheres. The following subjects are included in that programme (in collaboration with the Child Welfare Committee) :

Further studies on the question of educational films ;

Study of the problem of non-inflammable films and censorship in regard to minors ;

Women’s contribution towards the study and solution of social and moral questions relating to the cinema.

Also, framing of as complete reports as possible on the following questions :

Application of the cinema to agriculture (in collaboration with the International Institute of Agriculture) ;

Exhaustive examination of the possibilities of employing the cinema in social welfare ;

Complete study on the use of the cinema and its methods in accident prevention in general ;

Studies on international laws relating to police and public health regulations in cinema halls, precautions against fire, tariffs and transport conditions for films in different countries ;

Enquiry into the use of the cinema in workers’ spare time ;

Studies on the history of visual education, the preservation of films of historical value, and school film libraries ;

Study on the use of films in scientific research and in scientific and university teaching.

In the course of its very full discussion of this programme, the Governing Body also examined more particularly the present possibilities in regard to the practical application of the results of the Institute's work. For this purpose it is essential, in the first place, that there should be close contact between the Institute and film producers, so as to permit of an influence on the production of films ; and, secondly, that an impetus should be given to the installation of cinemas in schools. As regards the first point, the Institute has already endeavoured to get into touch with the national film producers' associations, and increasing attention is being devoted in such circles to the Institute's work. As regards the second point, the Governing Body recommended that the Institute should concern itself more particularly with the question of school film libraries, the organisation of film loans and the reduction of the cost of educational films.

Particular attention was also devoted to the question of the use of films in education, with special reference to the use of non-inflammable films, recreational films and censorship. The Governing Body discussed the close relations between cinematographic films and fixed lantern slides, and passed a resolution requesting the Director to institute a study into the relations between the fixed lantern shows and moving films, from the standpoint of their relative merits for educational purposes.

The discussions relating to educational films invariably bring up the question and demonstrate the necessity of a precise definition of the term " educational film ". With a view to achieving results, so far as possible, in this matter which has already been dealt with on several occasions, the Governing Body appointed from among its members a committee of three to make a preparatory study of the definition of the term " educational film ".

5. PUBLICATIONS OF THE INSTITUTE.

The *International Review of Educational Cinematography*, the monthly publication of the Institute appearing in five languages, has given further proof of its merits as a means of bringing the Institute into direct touch with the various circles concerned. The *Review* also enables the Institute, by the publication of its own and other studies, in accordance with a definite programme, gradually to collect the necessary material for large-scale enquiries and to obtain the valuable co-operation of persons not attached to the Institute. Three of the numbers published last year were devoted to special subjects : social aspects of the cinema ; public health and the cinema ; the various aspects of scientific management.

Since the beginning of the year, the appearance of the *Review* has been improved and the contents amplified. There are now 1,800 subscribers. As regards its publicity service, the Institute has been relieved of financial risks by private undertakings, which guarantee it an annual minimum sum, so that the *Review* not only pays for itself but leaves a profit for the Institute's general funds.

Certain of the Institute's studies have been published in the form of separate papers (*cahiers*) numbering about twenty, which deal with various aspects of the cinema. Two more ambitious works are about to be published : *The Encyclopædia of the Cinema* and *Cinema Censorship*.

6. DRAFT INTERNATIONAL CONVENTION FOR THE ABOLITION OF CUSTOMS BARRIERS AGAINST EDUCATIONAL FILMS.

In conformity with the resolution adopted in 1929 by the Governing Body of the Institute and reproduced in last year's report, a Committee of Experts convened for this purpose framed a preliminary draft international Convention. After having been amended by the Permanent Executive Committee of the Institute and by the League of Nations Economic Committee, the preliminary draft was communicated by the League Secretariat, for observations, to the States Members and to the following non-Member States : Brazil, Costa Rica, Egypt, Ecuador, Mexico, Monaco, Turkey, Union of Soviet Socialist Republics and the United States of America, together with a resolution of the League of Nations Child Welfare Committee, expressing the hope that the Convention would shortly become effective.

The replies received hitherto are favourable in principle to the preliminary draft.

7. PROPAGANDA FILMS FOR THE LEAGUE OF NATIONS.

In virtue of a resolution passed in 1929 by the Governing Body of the Institute (*vide* last year's report), the following Agreement was concluded between the League of Nations Secretariat and the Institute :

1. In all matters relating to the production of films designed to illustrate the various branches of the work of the League of Nations and of the bodies attached thereto, the International Educational Cinematographic Institute will act as an advisory technical organ

and will give its opinion on film scenarios submitted to it and on the possibilities of their practical execution ; it will draw up an approximate estimate of the costs of producing the film and of reproductions (negative and positive), and will give an opinion on any other questions that may be raised.

2. The Institute, not being competent to organise the taking of films directly, will act as a technical organ responsible for seeking the most practical means of execution and will remain responsible for directing the undertaking when the execution of the film has been handed over, the purpose of this arrangement being to ensure the maximum degree of economy.

(a) The present agreement does not guarantee exclusive rights to the International Educational Cinematographic Institute, although it is desirable, in the general interest, that the majority of the films on the League of Nations should be entrusted to it for execution, since the Institute, apart from its functions as a technical organ, is in a position to assimilate the points of view of the different Sections of the Secretariat more easily owing to its close connection with the League of Nations. Moreover, account should be taken of the fact that such collaboration will make it possible to achieve greater uniformity in the execution and presentation of films, an important point in the establishment of film libraries.

(b) Should a Section of the Secretariat decide to entrust the production of a film to any issuing firm, without employing the technical services of the Institute, the Secretariat undertakes to place a positive of the film at the Institute's disposal for inclusion in the historical film library of the League of Nations.

Under this Agreement the Institute is prepared to co-operate in the production of any film that Sections of the Secretariat of the League of Nations might wish to make or to have made.

8. STAFF.

Although the Institute's work has increased in volume, there has been no corresponding increase in staff. By the departure of certain officials and their partial replacement by new assistants, it has been found possible to improve the output and also to increase salaries within narrow limits. The Institute has not as yet been divided into sections in order that it may still be possible to distribute current work among the various officials.

Without prejudice to the question of how far the present budget permits of a suitable increase in staff, the Governing Body has fixed the cadres required for the Institute as at present organised. The staff should consist of the following :

First division : Three heads of services (salary 36,000 lire per annum) ; nine clerks (salary 21,600 lire, plus a monthly allowance of 500 lire if temporarily in charge of a service) ; ten secretaries (salary 15,600 lire) ; six assistant-secretaries (salary 12,000 lire).

Second division : Five assistants ; four shorthand-typists.

Third division : Porters, office boys, messengers, cyclists, etc., according to actual requirements.

The Governing Body also revised the scale for housing and family allowances.

As regards appointments to posts in the first division, the Governing Body decided that posts which might fall vacant or be created should be open, firstly, by way of promotion, to permanent officials of the Institute, to be selected subject to a minimum of two years' service in their actual posts ; and, secondly, to persons not on the staff of the Institute, should the Governing Body for any particular reason so decide. The appointment is made by the Governing Body in the case of the head of a service and by the Permanent Executive Committee in the case of clerks. Secretaries and assistant-secretaries will be appointed by the Director.

The amendments to the General and Administrative Regulations of the Institute arising out of the above decision will be found under No. 3 of the present report.

As regards pensions for the staff of the Institute, the Governing Body, following the example of the League of Nations Secretariat, decided, in principle, in favour of an insurance system, based on contributions payable partly by the officials concerned and partly by the Institute.

9. BUDGET.

The Institute's draft budget of receipts and expenditure for 1929 was 1,029,000 lire. The estimated receipts included a sum of 139,000 lire taken from the reserve fund. According to the report of M. Vivaldi, Deputy Auditor of the League of Nations, the receipts for the year 1929 were further increased by the sum of 53,200 lire (contributions from the Hungarian Government and from the Roumanian Government, with interest), whereas the expenditure was 64,400 lire below the budget estimates. Accordingly, only 21,400 lire were drawn from the reserve fund. This amounted at the end of 1929 to 380,500 lire.

The current budget of receipts and expenditure for 1930 totals 1,131,000 lire. The estimated receipts included the sum of 201,000 lire to be drawn from the reserve fund. The additional subsidy of 200,000 lire from the Italian Government and the fresh subsidy of 30,000 lire from the Polish Government will probably make it possible to avoid drawing on the reserve fund, as was contemplated.

The draft budget of receipts and expenditure for 1931 is 1,206,000 lire. The analysis of receipts is as follows : Subsidy from the Italian Government, 1,090,000 lire ; subsidies from the Hungarian Government, 25,000 lire ; from the Roumanian Government, 15,000 lire ; from the Polish Government, 30,000 lire ; estimated surplus on the budget of the *Review*, 30,000 lire ; interest, 10,000 lire ; income from property and miscellaneous, 6,000 lire. The following is an analysis of expenditure : Governing Body, Executive Committee, experts, etc., 138,000 lire ; staff, 782,000 lire ; travelling expenses, 40,000 lire ; office expenses 105,000 lire ; entertainment allowances ; 90,000 lire ; unforeseen expenditure, 20,000 lire ; cost of upkeep and improvements, 31,000 lire.

The material improvement in this budget as compared with the two previous years consists in the fact that the reserve fund need not be drawn upon and that the *Review* not only is no longer shown under expenditure but provides a surplus which figures in the receipts of the Institute.

10. CONCLUSION.

The Governing Body of an Institute is in a fortunate position when all that it has to do is to facilitate the task of the Director and support his plans and projects. Such a situation, however — which is rarer than might be thought — implies that the Director shall not only possess initiative but shall at the same time possess good judgment, enabling him to decide what is feasible and can be carried out with the means at his disposal. The Governing Body is satisfied from the activities hitherto displayed by the Director of the Institute that M. de Feo possesses those qualities.

The Governing Body desires to take the opportunity afforded by this report to thank M. de Feo for the zeal which he has again devoted during the past year to the service of the Institute, a zeal backed up by his personal gifts and hard work. It desires also to express to all the other officials of the Institute its appreciation of their valuable collaboration.

(Signed) Alfredo Rocco,
President.

(Signed) Dr. H. A. KRÜSS,
Rapporteur.

Appendix 1.

REPORT OF THE PERMANENT EXECUTIVE COMMITTEE TO THE GOVERNING BODY, SUBMITTED BY DR. H. A. KRÜSS, AMENDED AND APPROVED BY THE GOVERNING BODY AT ITS THIRD SESSION, OCTOBER 1930.

1. MEMBERSHIP AND MEETINGS OF THE PERMANENT EXECUTIVE COMMITTEE.

The Permanent Executive Committee was composed of M. Rocco, the President of the Governing Body, and of the five members : M. Focillon, the Marquis de Guad-el-Jelu, M. Krüss, M. Milliken and Mr. Paranjpye. In accordance with the statutes, the following institutions were represented in an advisory capacity : the Secretariat of the League of Nations, the International Institute of Intellectual Co-operation, the International Labour Office and the International Institute of Agriculture. M. Oprescu, member of the Secretariat of the League of Nations, acted as secretary.

The Permanent Executive Committee met on January 23rd and 24th and on June 2nd and 3rd, 1930. The following were present at the first meeting : M. Rocco, M. FOCILLON, the Marquis GUAD-EL-JELU, M. KRÜSS, Mr. Harold SMITH (replacing M. Milliken), Mr. LINDSAY (representing Mr. Paranjpye) ; and, in addition, M. DUFOUR-FERONCE and M. OPRESCU, of the League Secretariat ; M. MAURETTE, of the International Labour Office ; M. DE MICHELIS, of the International Institute of Agriculture ; and M. DE FEO, Director of the Institute. At the second meeting, the following members were present : M. Rocco, M. MALE (replacing M. Focillon), Count CARTON DE WIART (replacing the Marquis de Guad-el-Jelu), M. KRÜSS, Mr. PARANJPYE ; and, in addition, M. DUFOUR-FERONCE and M. OPRESCU, of the League Secretariat ; M. CABRINI, of the International Labour Office ; M. BILBAO, of the International Institute of Agriculture ; and M. DE FEO, Director of the Institute.

The Budget Committee met on October 7th, 1930. — There were present : M. Rocco, M. FOCILLON, M. KRÜSS, M. DUFOUR-FERONCE, the Marquis PAULUCCI DI CALBOLI BARONE, M. OPRESCU, M. VIVALDI and M. DE FEO.

2. GENERAL OBSERVATIONS.

The Institute has, during the past year, expanded and strengthened its internal and external organisation.

The main feature of external organisation worthy of mention is the conversion of the Great Hall into a cinematograph theatre, which technically and artistically is a model of its kind. The cost of converting the hall, which has seats for 450 persons, was defrayed out of a special grant given by the Italian Government on the personal recommendation of the Chief of the Government. The Western Electric Company presented two cinema apparatuses of the latest type and the Zeiss-Ikon Company a film projector. The hall, which also contains the Library of the Institute, was formally opened on March 29th last in presence of His Majesty the King, the Secretary-General of the League of Nations being represented by M. Dufour-Feronce.

In order to make more extensive use of the hall, and at the same time to enlist public interest in the Institute, the Committee authorised the Director to lend the use of the hall to organisations of general interest, the Institute, however, being entitled, when necessary, to call upon the organisations to submit the programme of their meetings. The Committee further resolved to open the Great Hall to the public on two afternoons each week. They can thus use the Library and consult the magazines and periodicals, which already constitute a very important collection of specialist literature on all questions affecting the cinema.

Relations with other Governments and organisations have continued to develop satisfactorily.

The Polish Government has made the Institute an annual grant of 30,000 lire, thus raising the number of States subsidising the Institute, apart from Italy, to three (Hungary, 25,000 lire ; Poland, 30,000 lire ; Roumania, 15,000 lire).

A journey made by the Director to Madrid and Barcelona resulted in fresh connections with those interested in the cinema in Spain. The Institute concluded an agreement with the "Chambre syndicale française de la Cinématographie" as a result of which the formation of a French Committee was considered, including representatives of the competent French organisations, both public and private. This Committee is to act as an intermediary between the Institute and the competent bodies in France.

The recent formation in Great Britain of the Commission on Educational and Cultural Films, consisting of representatives of learned societies, educational bodies, the film industry and Government departments, provides a centre with which doubtless the Institute will enter into close and definite relations. To this Commission the British Committee on Intellectual Co-operation hands over questions relating to Cinematography.

The presence of M. Oprescu, the Secretary of the Committee, at the meeting of the International Council of Women in Vienna made it possible to get into touch with this important body, which also takes a special interest in matters connected with the cinema.

The work within the Institute itself has increased in all directions and strenuous efforts have had to be made to cope with the work. The Committee could not make the necessary increase in staff, as sufficient funds were not available. We have, as hitherto, refrained from dividing the Institute into sections, seeing that, in the circumstances, it appeared preferable for the staff to be at the free disposal of the Director.

Mention might also be made of the fact that certain difficulties experienced in drafting the report of the Governing Body's last meeting have led the Committee to recommend that a Rapporteur should be appointed at the opening of the session, and, further, to ask members of the Governing Body to return, within the period prescribed, the Minutes sent them after the meeting, with their corrections, so that the Rapporteur can base his report on authentic material.

3. WORK OF THE INSTITUTE.

Substantial progress has been made by the Institute in a number of departments, from the preliminary collection of material down to its final handling. This will be shown from the Institute's *Review*, which has already published certain results. They could have been indicated still more effectively if the Institute had had funds to publish the results of its preparatory work in the form of special publications (cahiers), for which a considerable amount of material is already available.

Details of the Institute's work will be given in the Director's special report ; it will be sufficient here to summarise briefly the main questions dealt with : enquiry into the use of the cinema in connection with the scientific organisation of labour ; use of the film in the field of health in general and social hygiene in particular ; the question of the cinema as applied to education ; enquiries into the effects of the cinema from a social, psychological, sociological and educational point of view ; special studies of specific questions relating to characteristic aspects of the cinema, such as the medico-technical enquiry into the effect of the cinema on eyesight ; comparative enquiry into film censorship in various countries ; enquiry into the effect of music on the nerves ; the cinema as applied to agriculture ; social aspects of the cinema ; enquiry into the definition of the expression " educational film " ; compilation of a technical lexicon.

The Institute has succeeded in securing the help of distinguished specialists in various countries for all these questions. This method has great advantages, as it not only enlists the best professional experts in the service of the Institute, but, furthermore, it is one of the best ways of stimulating and sustaining the interest of professional circles in the Institute.

The number of books and papers in the Institute library and newspaper room has been greatly increased. Nearly 1,000 papers and reviews are regularly received by the Institute ; they are gone through carefully as they arrive. The card-index of information on all questions affecting the cinema already contains more than 10,000 references, and is becoming more and more a valuable instrument of work.

4. PUBLICATIONS OF THE INSTITUTE,

The Institute's *International Review of Educational Cinematography*, which appears each month in five languages, has over 1,000 paying subscribers. Of the total cost of 300,000 lire, the Institute contributes only 75,000 lire, this being provided for in the form of a fixed budget subsidy. The balance is met by subscriptions and advertisements. The *Review* has been made more attractive by increasing the size and improving the arrangement. Its value has been substantially increased by steady improvement in the actual contents. Special attention has also been devoted to, and greater success achieved in, the difficult problem of securing good translations.

As already mentioned, it has, unfortunately, proved impossible to carry out the plan of issuing a series of publications (cahiers), as the budget did not provide the 130,000 lire required for printing the material already available.

5. DRAFT INTERNATIONAL CONVENTION FOR THE ABOLITION OF CUSTOMS BARRIERS AGAINST EDUCATIONAL FILMS.

At its meeting in October 1929, the Governing Body decided to convene a Committee of Experts to draw up a preliminary draft international convention for the abolition of all fiscal duties on educational films. This preliminary draft was also to contain the simplest and clearest possible definition of the " educational film ".

The Committee of Experts, composed of Mr. G. T. Hankin (Chairman), Dr. H. Cürliş, Dr. V. V. Pella, Canon Reymond, Mr. Harold Smith and Professor Woyno, met on December 12th, 13th and 14th, 1929, at the League Secretariat, Geneva. On the basis of a draft by Professor Pella, the Committee framed a preliminary draft International Convention, which was then discussed by the Permanent Executive Committee of the Institute, together with M. Pella and M. Di Nola, and to which a number of amendments were made. The preliminary

draft thus prepared has now been submitted to the League of Nations, with the request that it should be communicated to Members of the League for their opinion, and that a diplomatic conference should then be convened.

With a view to the practical realisation, even before the Convention comes into force, of the provision made therein for issuing the Institute's certificates for "educational films", the Permanent Executive Committee authorised the Director to communicate with the Governments, and ask them to notify him of the bodies qualified, in the first instance, to judge of the "educational character" of the films concerned.

When discussing the draft Convention, the Permanent Executive Committee examined very thoroughly the question of defining "the educational film", without reaching any final result. The Committee accordingly decided to refer this question to the decision of the Governing Body.

6. CINEMATOGRAPHY AND THE PREVENTION OF INDUSTRIAL ACCIDENTS.

In accordance with last year's decision of the Governing Body, the Committee of Experts entrusted with the study of the various aspects of cinematography as applied to the problems relating to the prevention of industrial accidents met on December 16th and 17th, 1929, at the International Labour Office and adopted the following resolution :

"The International Educational Cinematographic Institute at Rome is resolved to encourage, by worldwide propaganda, the producers of cinematograph films relating to the prevention of accidents. In order that such propaganda should only benefit such films as possess all the requisite qualities from the standpoint of the prevention of accidents, the Committee of Experts, in agreement with the International Labour Office and the International Educational Cinematographic Institute, will appoint in each instance the organisations or individuals deputed to inspect all films submitted to them for the purpose of obtaining their endorsement from the special standpoint of accident prevention.

"In each country the organisations or individuals approved by the Committee may call on the services of specialists, whose duty it will be to examine the technical parts of films which are at once occupational and preventive in character and to see that such films satisfy the requirements of complete accuracy as regards industrial technique.

"*Recommendation No. 1.* — The Committee of Experts, noting with satisfaction the important steps taken in various countries to employ the cinema as a means of instruction and of spreading scientific knowledge in connection with occupational training, and with a view to vocational guidance and the scientific organisation of labour, recommends that questions relating to safety should constitute an essential part of all subjects dealt with in such films, and requests the International Labour Office to take all the necessary steps to inform Governments of this recommendation.

"*Recommendation No. 2.* — The Committee of Experts recommends that cinema performances should include a certain number of very short films (20 metres, for instance), drawing the attention of the public to the important question of accidents of all kinds (industrial, street, domestic accidents, etc.). In countries where regulations exist ordering or facilitating the display of educational films in public cinemas, such films should include films dealing with the prevention of accidents. In other countries, the existing organisations of the cinema industry should endeavour to introduce the same practice."

The above resolution only deals with the first part of the work entrusted to the Committee of Experts. A second session of the Committee is proposed, which cinema experts will be invited to attend.

7. STAFF.

The Permanent Executive Committee devoted careful attention to the question of the staff. During the period which has elapsed since the opening of the Institute, it has been possible to form an idea of the capacity of individual officials, and it seemed desirable to maintain their keenness by raising salaries so far as the Institute's budget permitted. At its June meeting, the Committee adopted the following resolution, which was communicated by the Director to the whole staff :

"The Permanent Executive Committee, having discussed the financial situation of the staff and being desirous of improving this situation so far as the present budget would allow, approves the Director's proposals to appoint an English and a German drafting member to fill the vacancies created by the departure of officials and the transfer of M. Berne de Chavannes, M. Fontana and M. Vinci to the category of drafting members.

"The Permanent Executive Committee further decided to introduce three categories of allowances : (1) family allowances ; (2) head of service allowances ; (3) subsistence allowances for foreigners.

"While recognising the value of the services of the lower-grade staff, the Committee found it impossible to improve their situation at its present session. It instructed the

Director, however, to investigate the question and submit a report and definite proposals at the next session of the Permanent Executive Committee and of the Governing Body.”

At its January meeting, the Committee had already resolved that :

“ As an exceptional measure, the Director may, in recognition of good work and with a view to meeting the wish expressed by certain officials, pay out of the Institute's funds second-class travelling expenses, including sleeping accommodation on long journeys, to employees who desire to spend their annual leave at home ; for this purpose an amount of 5,000 lire, chargeable to Chapter III, Item 1, of the budget, shall be put at the Director's disposal.”

With a view to improving the situation of the staff in still another direction, a Co-operative Consumers' Society was, at the Director's suggestion, formed from the staff of the Institute with the object of enabling them to purchase good quality articles for every-day use at reasonable prices.

8. BUDGET.

The estimates for the various chapters of the 1930 budget have proved adequate, although the slender resources available in many directions, particularly for salaries and publications, have hampered the free and progressive development of the Institute. As far as transfers are concerned, the only decision taken was that the saving of 10,000 lire on the credit for the Permanent Executive Committee should, if necessary, be applied to increasing the credits for publications.

The report of the Deputy Auditor of the League of Nations regarding the closing of the 1929 budget has been received and will have to be approved by the Governing Body.

The draft budget for the financial year 1931, providing for receipts and expenditure amounting to 1,206,000 lire, was prepared jointly by the Director of the Institute and the Budget Committee, and will be submitted for approval to the Governing Body.

9. CONCLUSION.

The past year has been one of very hard work for the Institute. In all departments the work bears evidence of the energy and initiative of Dr. de Feo, the Director. The results achieved, such as the growth of the Institute's connections and influence, are due to his indefatigable energy, and to the constant support and judicious guidance of the Chairman of the Governing Body. I trust that the Governing Body will, after examining this report, reach the same conclusions and express its thanks and appreciation to all who have contributed to the success of the Institute.

Appendix 2.

BUDGET FOR THE FINANCIAL YEAR 1929, APPROVED BY THE
GOVERNING BODY.

Chapter	Appropriations in the budget	Transfers	Final appropriations	Actual expenditure	Balance to be placed to reserve
	Lire		Lire	Lire	Lire
<i>Chapter I.</i>					
Item 1. Governing Body	75,000	<i>Taken from this chapter : 27,000 lire</i>	62,000	52,946.90	9,053.10
„ 2. Executive Committee ..	40,000		40,000	31,311.10	8,688.90
„ 3. Experts	50,000		36,000	2,801.75	33,198.25
„ 4. Control.....	3,000		3,000	3,000.—	
	168,000		141,000	90,059.75	50,940.25
<i>Chapter II. — Staff.</i>					
Item 1. Salaries :		<i>Added to this chapter : 9,000 lire</i>			
Director.....	80,000		80,000	80,000.—	
Higher-grade staff.....	200,000		160,000	160,000.—	
Lower-grade staff	120,000		130,000	129,875.70	124.30
Minor staff.	60,000		52,000	51,624.80	375.20
Item 2. Allowances	—		—	—	—
„ 3. Staff entrusted with special work	50,000		97,000	96,978.35	21.65
	510,000		519,000	518,478.85	521.15
<i>Chapter III. — Travelling Expenses.</i>					
Item 1. Removals, allowances and refunds	27,000		14,000	2,586.—	11,414.—
Item 2. Travelling on duty	40,000		53,000	52,403.25	596.75
	67,000		67,000	54,989.25	12,010.75
<i>Chapter IV. — Office Expenses.</i>					
Item 1. Miscellaneous supplies .	7,000	<i>Added to this chapter : 27,000 lire</i>	21,500	21,470.50	29.50
„ 2. Upkeep of typewriters and roneo, etc.	3,000		1,200	1,115.—	85.—
Item 3. Car	30,000		30,000	29,713.40	286.60
„ 4. Post, telegraph, tele- phone, freight	40,000		47,600	47,513.30	86.70
Item 5. Lighting and heating ..	25,000		21,600	21,568.30	31.70
„ 6. Upkeep of offices	3,000		6,700	6,696.85	3.15
„ 7. Newspapers and publi- cations for office use	5,000		5,700	5,684.35	15.65
Item 8. Miscellaneous	1,000		700	614.50	85.50
	114,000		135,000	134,376.20	623.80
<i>Chapter V. — Entertainment</i>					
<i>Allowances</i>	90,000		90,000	90,000.—	
<i>Chapter VI. — Publications</i>	50,000		50,000	50,000.—	
<i>Chapter VII. — Unforeseen</i>					
<i>Expenses</i>	20,000	<i>Taken from this chapter : 10,000 lire</i>	10,000	9,720.—	280.—
<i>Chapter VIII. — Cost of First</i>					
<i>Installation</i>	10,000	<i>Added to this chapter : 7,000 lire</i>	17,000	16,995.25	4.75
Total	1,029,000			964,619.30	64,380.70
<i>N.B. — The interest due on funds deposited at bank in respect of 1929 amounts to 13,217.60 lire. This sum is placed to reserve.</i>					13,217.60
					77,598.30

Appendix 3.

BUDGET ESTIMATE FOR THE FINANCIAL YEAR 1931.

I. RECEIPTS.		Lire
1. Ordinary subsidy from the Italian Government		600,000
2. Additional subsidy from the Italian Government.		400,000
3. Subsidy from the Italian Government for the President's and Director's entertainment allowances		90,000
4. Subsidy from the Hungarian Government.		25,000
5. Subsidy from the Polish Government.		30,000
6. Subsidy from the Roumanian Government.		15,000
7. Estimated surplus on the budget of the <i>Review</i>		30,000
8. Interest on sums deposited at the Bank.		10,000
9. Income from property and miscellaneous.		6,000
Total		1,206,000
II. EXPENDITURE.		
<i>Chapter I:</i>		
Item 1. Governing Body.	65,000	
Item 2. Executive Committee	40,000	
Item 3. Committees of Experts.	20,000	
Item 4. Individual Experts	10,000	
Item 5. Control.	3,000	
		138,000
<i>Chapter II. — Staff:</i>		
Item 1. Salaries :		
(a) Director	80,000	
(b) First Division staff	275,000	
(c) Second Division staff	280,000	
(d) Third Division staff.	62,000	
Item 2. Allowances :		
(a) On duty.	6,000	
(b) Family.	27,000	
(c) Residence	17,000	
Item 3. Contribution to the Insurance Fund of the Director and of the staff.	32,000	
Item 4. Staff Welfare Fund	3,000	
		782,000
<i>Chapter III. — Travelling Expenses:</i>		
Item 1. Removals, allowances and refunds.	10,000	
Item 2. Travelling on duty	30,000	
		40,000
<i>Chapter IV. — Office Expenses:</i>		
Item 1. Miscellaneous supplies	20,000	
Item 2. Newspapers and publications for office use.	5,000	
Item 3. Car	30,000	
Item 4. Postage, telegraph, telephone, freight	30,000	
Item 5. Lighting and heating.	20,000	
		105,000
<i>Chapter V. — Fixed allowance for President's and Director's entertainment allowances</i>		90,000
<i>Chapter VI. — Unforeseen Expenses</i>		20,000
<i>Chapter VII. — Cost of upkeep and improvements (Library, film library, offices, etc.)</i>		31,000
Total		1,206,000

Appendix 4.

GENERAL AND ADMINISTRATIVE REGULATIONS OF THE INTERNATIONAL EDUCATIONAL CINEMATOGRAPHIC INSTITUTE, APPROVED BY THE COUNCIL OF THE LEAGUE OF NATIONS ON DECEMBER 13TH, 1928 ; AMENDED BY THE COUNCIL ON JANUARY 19TH, 1931.

CHAPTER I. — THE INSTITUTE.

Article 1.

The seat of the International Educational Cinematographic Institute shall be at Rome.

Article 2.

The object of the International Educational Cinematographic Institute shall be to encourage the production and promote the distribution and exchange of educational films by all suitable measures and suggestions.

The Institute's main attention shall be devoted to the mutual understanding of peoples in the spirit of the League of Nations.

It shall also endeavour to secure the general adoption of the best methods of utilising films from the educational point of view.

It shall also act as an information centre for matters affecting the cinematograph as an educational medium.

The Institute shall establish relations with the other international institutions. Its work shall be pursued in close liaison with the International Institute of Intellectual Co-operation, the International Labour Office, the Child Welfare Committee and the International Institute of Agriculture. It shall develop its programme by the method of national and international co-ordination and collaboration.

Article 3.

The guiding principles and the programme of the International Educational Cinematographic Institute are defined :

(a) By the resolution of the Assembly of the League of Nations dated September 20th, 1927 ;

(b) By the resolution of the Council of the League of Nations dated September 28th, 1927 ;

(c) By the letter dated January 7th, 1928, from M. Mussolini, Prime Minister of Italy, to the President of the Council of the League of Nations ;

(d) By the resolution of the Council of the League of Nations dated March 7th, 1928 ;

(e) By the Organic Statute approved by the Council of the League of Nations on August 30th, 1928 ;

(f) By the report of the Italian representative on the Council of the League of Nations and the conclusions adopted in this connection on September 26th, 1928 ;

(g) By the letter from the Italian Government dated October 13th, 1928.

These documents are reproduced as an annex to the present Regulations.

Article 4.

The organs responsible for the control of the Institute shall be :

(a) The Governing Body, consisting of a President and sixteen members appointed by the Council of the League of Nations. The Italian member of the Committee on Intellectual Co-operation shall be President of the Governing Body *ex officio*.

(b) The Permanent Executive Committee, consisting of the President of the Governing Body and five members appointed by that body.

(c) A Budget Commission, consisting of the President and two members of the Permanent Executive Committee appointed by that Committee.

(d) The Director of the Institute.

CHAPTER II. — THE GOVERNING BODY.

Article 5.

* The Governing Body shall :

(a) Fix the programme, adopt the budget and approve the accounts of the Institute ;

(b) Approve or amend the programme of work proposed by the Permanent Executive Committee ;

(c) Submit the annual report, which, under Article 18 of the Statute, must be communicated to the Council of the League of Nations and to the Italian Government.

(d) Decide the questions in respect of which committees of experts should be set up ;

(e) Indicate the questions in respect of which international agreements might be concluded, and submit them to the Council of the League of Nations ;

(f) Appoint the Director of the Institute and, after consultation with the latter, the heads of service. Other appointments shall be submitted for its approval.

Article 6.

The Secretary-General of the League of Nations shall have the right to take part in an advisory capacity in the sessions of the Governing Body either in person or through a representative.

The Director of the International Labour Office, the Director of the International Institute of Intellectual Co-operation and the President of the International Institute of Agriculture shall have the same right.

Article 7.

The members of the Governing Body shall be elected for five years and be re-eligible once. They are expected to attend meetings in person as far as possible. Nevertheless, the Italian member of the International Committee on Intellectual Co-operation and the President of that Committee shall remain in office for the time of their appointment to that Committee. Members who are also members of other organs of the League of Nations shall cease to belong to the Governing Body directly they are no longer members of those organs.

Article 8.

Members of the Governing Body who are prevented from attending its meetings may cause themselves to be represented by a substitute member, provided that the latter is approved by the Governing Body. As regards members belonging to organs of the League of Nations, it is desirable that they should be replaced as far as possible by persons belonging to the same organs.

Article 9.

The Secretary of the Governing Body shall be appointed by the Secretary-General of the League of Nations after consultation with the President of the Governing Body of the Institute.

Article 10.

The Governing Body shall determine the general programme of work of the Institute. The Executive Committee shall have full power to carry out this programme.

Article 11.

The Governing Body shall meet once a year at the seat of the Institute or in any other town which the President may select. It may be convened to an extraordinary session by the President or at the Permanent Executive Committee's request.

Article 12.

The members of the Governing Body shall not receive any remuneration.

The members may not accept any paid work on behalf of the Institute.

The members of the Governing Body and the Secretary shall be entitled to a travelling and subsistence allowance and the refund of their travelling expenses in accordance with the practice of the League of Nations.

An entertainment allowance may be granted by the Governing Body to its President.

Article 13.

The Governing Body must be convened at least forty-five days before the date fixed for its meeting.

Article 14.

The Governing Body may discuss the items on its agenda whatever the number of members present. It may also discuss questions not on the agenda if the majority of the members are present and if all the members present recognise their urgency.

Any member of the Governing Body may ask to have a question placed on the agenda, provided he notifies the President two months before the meeting.

Article 15.

All expenses incurred in respect of the sessions of the Governing Body and of the Permanent Executive Committee shall be borne by the Institute.

CHAPTER III. — THE PERMANENT EXECUTIVE COMMITTEE.

Article 16.

The Permanent Executive Committee shall consist of five members of different nationalities and of the President of the Governing Body. The Secretary of the Governing Body shall act as Secretary of this Committee.

Article 17.

The members of the Permanent Executive Committee shall be elected for two years and be re-eligible. Every two years, however, the Governing Body shall decide by lot the names of two members who shall not be re-eligible.

In the event of the resignation or death of one of the members of the Permanent Executive Committee, a successor shall be appointed for the remainder of his term of office.

The provisions of Article 8 above regarding the right to be replaced by a deputy shall apply to the members of the Executive Committee. It is desirable that their deputies should be chosen from among the members of the Governing Body.

Article 18.

The Permanent Executive Committee shall submit to the Governing Body :

- (a) A detailed report on the work done ;
- (b) Proposals regarding future work ;
- (c) The documents provided for in the Financial Regulations.

Article 19.

The Permanent Executive Committee, after consultation with the Director, shall appoint the officials who are not appointed by the Governing Body under Articles 5.

Article 20.

The provisions laid down in regard to the Governing Body in Articles 6, 8, 11, 12 and 14 (first paragraph) shall also apply to the Permanent Executive Committee.

Article 21.

The Permanent Executive Committee shall meet every four months, but it may be convened to an extraordinary session by the Governing Body or, in urgent cases, by the President.

On the proposal of the Director, or at the request of two members of the Permanent Executive Committee, this Committee shall be convened by the President within twenty days.

Article 22.

The Permanent Executive Committee must be convened at least twenty days before the date fixed for its meetings.

It may determine each year the date of its ordinary meetings.

CHAPTER IV. — THE DIRECTOR.

Article 23.

The Director of the Institute shall be appointed by the Governing Body in accordance with Article 9 of the Organic Statute. As a mark of the international character of the Institute it is desirable that the successor of a deceased Director or of one who has resigned or has not been re-elected should be chosen solely on account of his qualifications and merits irrespective of his nationality.

Article 24.

The Director formally undertakes to devote his whole time to the Institute, to direct it with the utmost impartiality, and to ensure that it shall be strictly international in character

Article 25.

The Director shall appoint and dismiss the minor staff.

Article 26.

An entertainment allowance shall be granted by the Governing Body to the Director.

Article 27.

The Director shall see that the Institute's work is guided by uniform principles and shall co-ordinate its activities. His authority shall extend to all the sections and services, among which he shall distribute the work in such a way as to avoid loss of time and duplication.

Under the guidance of the Permanent Executive Committee, the Director shall be responsible for carrying out the programme drawn up by the Governing Body.

The Director shall propose to the Permanent Executive Committee and shall carry out, as far as his powers permit, all measures he may consider useful to the Institute's work.

Article 28.

The Director shall submit to the President an annual report on the work of each official or employee, and shall insert therein any suggestions he may think fit to make.

Article 29.

The Director shall sign the Institute's correspondence, but he may delegate this power to the Heads of Service.

The Director shall submit each year to the Governing Body the name of the official who is to replace him during his absence on duty, on account of illness, or on annual leave.

Article 30.

The Director may, when he thinks fit, summon a meeting of his various colleagues for the discussion of all questions concerning the Institute's welfare.

CHAPTER V. — THE COMMITTEES OF EXPERTS.

Article 31.

In accordance with Article 12 of the Organic Statute the study of special questions may be referred to Experts or Committees of Experts. These experts shall be appointed by the President of the Governing Body on the Director's proposal, in agreement with the Secretary of the Governing Body. The Institute may also ask for the assistance of existing Committees of Experts belonging to international organisations with which it is in touch.

The Director of the Institute and the Secretary of the Governing Body may attend the meetings of the Committees of Experts in an advisory capacity.

Article 32.

The provisions of Article 12, paragraph 3, shall also apply to the members of Committees of Experts as regards daily allowances and the refund of travelling expenses.

In exceptional cases, a sum may be paid to the author of a special study, in virtue of a decision by the President of the Governing Body, on the Director's proposal.

CHAPTER VI. — THE STAFF.

Article 33.

All questions concerning the staff, provided they are not incompatible with the terms of the present Regulations and of the Financial Regulations of the Institute, shall be governed by the Staff Regulations of the League of Nations.

Article 34.

The staff of the Institute must be definitely international in character.

It must be recruited with the greatest possible regard to the qualifications of candidates.

Article 35.

Appointments shall only become permanent after a probationary period of six months as from the date of their ratification by the Governing Body.

Article 36.

Candidates for a post at the Institute must indicate clearly the post applied for, and must attach a detailed statement of their *curriculum vitæ* with documents in support, a medical certificate and a certificate of good character.

Article 37.

No official of the Institute, whatever his category, may accept any honour or decoration during the term of his appointment.

The only exceptions are :

- (a) Honours or decorations awarded for services rendered before appointment ;
- (b) Academic distinctions and awards.

Article 38.

The methods of work adopted must be based on practical and not on bureaucratic principles.

Article 39.

The normal duration of contracts of officials other than the Director shall be three years, exclusive of the period of probation. Contracts must be denounced or renewed six months before their expiration.

The Permanent Executive Committee may authorise the engagement of officials for a limited time and for specific services, and fix the conditions attending the contract.

Article 40.

It shall be stipulated in the contracts what sum shall be paid as compensation to officials whose services may have to be dispensed with before the termination of their contracts. This compensation shall not be due in the case of serious inefficiency or misconduct.

Employees appointed by the Director may be dismissed for service reasons at one month's notice.

Article 41.

An official wishing to resign must notify the Director three months in advance.

Article 42.

A pensions scheme in the form of life insurance shall be studied, and shall be embodied in special regulations to be approved by the Governing Body.

Article 43.

The higher officials of the Institute shall enjoy diplomatic privileges and immunities as applied to the League of Nations (Article 7 of the Covenant).

The officials enjoying these immunities shall be the Director and the Heads of Section.

Article 44.

The salaries of the officials of the first division of the Institute shall be as follows :

Director, 80,000 lire per annum.
Heads of Service, 36,000 lire per annum.
Clerks, 21,600 lire per annum.
Secretaries, 15,600 lire per annum.
Assistant-Secretaries, 12,000 lire per annum.

Article 45.

Apart from salaries, the Governing Body and the Committee may grant :

- (a) A residence allowance for non-local officials (*indemnité de résidence*);
- (b) A family allowance ;
- (c) Removal allowances for officials not residing in Rome at the time of their appointment.

Article 46.

The Permanent Executive Committee shall determine the rules governing promotion by seniority or selection. These rules shall be submitted to the Governing Body for approval.

Article 47.

Officials of the categories not indicated in Article 44 shall receive emoluments fixed by the Permanent Executive Committee on the Director's proposal.

In principle, these emoluments shall be equal to those paid for similar occupations exercised in Rome, taking into account, however, the duration of the contract, family charges and the fact of previous residence abroad.

These rules, however, shall not apply to temporary officials, in regard to whom the Director shall fix rules of engagement and remuneration.

Article 48.

No officials or employees of the Institute, except those engaged on temporary work, may accept any other post apart from their work at the Institute.

Officials and employees may not accept any temporary occupation outside the Institute without the Director's authorisation.

Article 49.

All officials are required to maintain strict secrecy regarding the activities of the Institute. In particular, they may not publish books or articles, deliver lectures or grant interviews in connection with these activities without the Director's authorisation.

Article 50.

The annual leave of the staff is fixed, subject to the exigencies of the service, at thirty days per annum, exclusive of the time spent in travelling.

Officials whose domicile declared at the moment of engagement was outside Europe may be entitled to three months' leave every three years to visit their homes, exclusive of the time spent in travelling.

Article 51.

The office hours of the Institute shall be seven per diem, except on Saturdays, when the offices shall close at 1 p.m.

Public holidays shall be the same as those fixed by the Staff Regulations of the League of Nations, and in addition the Italian national holiday.

Article 52.

Absence on the ground of indisposition may at the Director's discretion be counted as annual leave. In the case of serious illness, contracts may be terminated subject to an indemnity equal to six month's salary.

In case of necessity, the officials of the Institute may be called upon to do extra work to replace a colleague on leave.

Sub-Appendices to General Regulations of the Institute (Article 3).

A.

RESOLUTION OF THE ASSEMBLY OF THE LEAGUE OF NATIONS DATED SEPTEMBER 20TH, 1927.

Proposal by the Italian Delegation for the Creation of an International Educational Cinematographic Institute at Rome.

The Assembly approves the report of the Second Committee.

Report by the Second Committee.

The proposal of the Royal Italian Government, submitted by Senator Cippico to the Assembly at its eight ordinary session on the 6th instant and referred to the Second Committee for consideration by the Assembly's resolution on the 9th instant, provides the means of carrying out certain suggestions made by M. Breitscheid, Rapporteur to the Second Committee for questions of intellectual co-operation, and happily extends their scope.

M. Breitscheid has already pointed out that cinematography was an important factor in education, summarising thus the results of very wide experience and endorsing the resolutions of various congresses and of the Committee on Intellectual Co-operation.

The Italian Government's proposal has in view the creation at Rome of an International Educational Cinematographic Institute, under the direction of the League of Nations, but to be carried on at the expense of the Italian Government and established in a palace offered by that Government. The Assembly is therefore asked to acknowledge with gratitude the generous offer of the Royal Italian Government, the decision as to the steps to be taken being reserved for the Council, after consultation with the competent organisations, more particularly the International Committee on Intellectual Co-operation, and in agreement with the Italian Government.

B.

RESOLUTION OF THE COUNCIL OF THE LEAGUE OF NATIONS, ADOPTED SEPTEMBER 28TH, 1927.

The Council of the League of Nations, in accepting the offer of the Italian Government for the establishment in Rome of an International Educational Cinematographic Institute under the direction of the League ;

Having regard to the report adopted on the matter by the Assembly ;

Before consulting the competent organisations as provided in that report ;

Invites the representative of the Italian Government to communicate to it in due course any proposal which he may think fit to make, particularly as regards draft Statutes for the new Institute, in order that these may be subsequently discussed.

It also considers it desirable that such suggestions should be framed in consultation with the Secretary-General of the League, who might ask the opinion of the Director of the International Institute of Intellectual Co-operation.

C.

LETTER FROM THE ITALIAN PRIME MINISTER TO THE PRESIDENT OF THE COUNCIL OF THE LEAGUE OF NATIONS.

[*Translation.*]

Rome, January 7th, 1928, Year VI.

In accordance with the resolution adopted by the Assembly of the League of Nations on September 20th, 1927, and in view of the fact that the Council of the League, on September 28th of the same year, accepted the offer of the Royal Italian Government to found and maintain an International Educational Cinematographic Institute, I have the honour to confirm that the Italian Government, in fulfilment of this offer, undertakes to found and maintain an International Educational Cinematographic Institute, to be placed at the disposal and under the authority of the League of Nations, and to be established at Rome, under the following conditions :

1. The International Educational Cinematographic Institute shall be administered by a Governing Body. The Governing Body shall be composed as indicated in the Organic Statute, which shall determine the organisation of the Institute and regulate its methods of work.

2. The Italian Government shall take the necessary legislative steps to secure recognition for the Institute as an autonomous foundation possessing legal personality for all purpose of law.

3. The Italian Government shall place at the disposal of the Governing Body the premises necessary for carrying on the work of the various departments of the International Educational Cinematographic Institute, without any charge upon the Institute.

4. The entire cost of installing the International Institute shall be borne by the Italian Government, and the League of Nations shall not be called upon to expend any funds whatever or to assume any responsibility or financial charges of any kind.

The annual expenditure entailed by the working of the Institute shall be met out of an inclusive annual subsidy which the Italian Government fixes at 600,000 lire.

5. Neither the Italian State nor the League of Nations shall incur any responsibility whatsoever, financial or otherwise, in respect of the administration of the International Institute.

6. The Italian State shall incur no civil responsibility in respect of the working of the various departments of the Institute or in respect of its staff, the responsibility assumed by the State for the regular working of the Institute being limited to the undertaking given in the preceding articles. The staff shall be subject to definite rules laid down in the Organic Statute.

These rules shall also determine which categories of the Institute's staff shall be entitled to enjoy diplomatic privileges and immunities under Article 7 of the Covenant of the League of Nations.

7. In addition to the subsidy granted by the Italian State, the International Institute shall be entitled to receive further funds for its working and expansion in the form of such cash payments, gifts, bequests, legacies or subsidies as the Governing Body may decide to accept for the purpose of developing the Institute.

8. The annual subsidy granted by the Italian Government referred to in paragraph 4 shall be paid half-yearly in advance, on January 1st and July 1st of each year, into a bank chosen by agreement between the Secretariat of the League of Nations and the Italian Government.

9. Should the International Educational Cinematographic Institute be abolished, the grounds, buildings and movable property placed at the disposal of the Institute by the Italian Government shall revert to that Government.

Any other property acquired by the Institute during the period of its operation, such as general archives, collections of films (positives and negatives), collections of photographs, documents in hand, etc., shall remain the property of the League of Nations.

10. The general regulations concerning the finances of the Institute, its plans of work, the employment of its funds, its administrative regulations, its supervisory system, the assistance of the Auditor of the League of Nations, the responsibility and functions of the various organs and departments, etc., shall be approved by the Governing Body in accordance with the provisions of the Statute.

11. A report on the work of the Institute shall be prepared and submitted annually to the Council of the League of Nations and to the Italian Government ; it shall at the same time be communicated to all States Members of the League.

12. The present undertaking is given by the Italian Government for a term of ten years. It shall be renewed by tacit consent for a further ten years unless at least two years before the expiration of the initial period the Italian Government or the League of Nations shall have notified its intention of denouncing the agreement.

13. The Italian Government reserves the right to propose for acceptance by the Council of the League of Nations, and declares itself prepared to consider at the request of the Council, any modifications in the present agreement which experience may show to be desirable.

14. The present undertaking is given by the Italian Government subject only to the approval of the Legislature. It shall become final as soon as such approval has been notified to the Secretariat of the League of Nations.

(Signed) MUSSOLINI.

D.

RESOLUTION OF THE COUNCIL OF THE LEAGUE OF NATIONS, ADOPTED MARCH 7TH, 1928.

The Council, having received from the Italian Government the draft Statute of the International Educational Cinematographic Institute, and before concluding agreements with that Government to ensure the organisation, existence and normal working of this Institute, requests the Secretary-General to communicate to the International Committee on Intellectual Co-operation, the Child Welfare Committee and the International Labour Office, the text of the draft Statute framed by the Italian Government in consultation with the Secretary-General of the League of Nations. The Secretary-General will invite these organisations to give their opinion on this draft Statute with a view to the conclusion of subsequent agreements with the Italian Government.

E.

ORGANIC STATUTE OF THE INTERNATIONAL EDUCATIONAL CINEMATOGRAPHIC INSTITUTE,
APPROVED BY THE COUNCIL OF THE LEAGUE OF NATIONS, AUGUST 30TH, 1928, AMENDED
BY THE COUNCIL ON SEPTEMBER 26TH, 1928, SEPTEMBER 19TH, 1929; AND ON
JANUARY 19TH, 1931.

Article 1.

The seat of the International Educational Cinematographic Institute shall be at Rome.

Article 2.

The object of the Institute shall be to encourage the production, distribution and exchange between the various countries of educational films concerning instruction, art, industry, agriculture, commerce, health, social education, etc., by any means which the Governing Body may consider necessary.

Article 3.

The work of the International Educational Cinematographic Institute shall be carried on under the direction of the Council of the League of Nations, which shall be advised in this respect by the International Committee on Intellectual Co-operation.

Article 4.

The organs of the Institute shall be :

- (1) The Governing Body ;
- (2) The Permanent Executive Committee ;
- (3) The Director.

Article 5.

The Governing Body shall consist of a President and sixteen members, who shall be, as far as possible, of different nationalities and shall be appointed by the Council of the League of Nations.

It shall include three members of the International Committee on Intellectual Co-operation sitting in a private capacity, among whom shall be the Chairman and the Italian member, and two members of the Child Welfare Committee of the League of Nations. Should the Chairman of the International Committee on Intellectual Co-operation and the Italian member of that Committee be prevented from personally exercising the functions incumbent upon them, they shall, subject to the approval of the Council of the League of Nations, appoint substitutes for the duration of their term of office. The Italian member shall be President of the Governing Body *ex officio*.

Article 6.

The Secretary-General of the League of Nations may, either in person or through a representative, take part in the meetings of the Governing Body in an advisory capacity. The same shall apply to the Director of the International Institute of Intellectual Co-operation, to the Director of the International Labour Office and to the President of the International Institute of Agriculture.

Article 7.

The members of the Governing Body shall remain in office for five years and may be re-elected once, subject to a system of rotation to be determined by the Council of the League of Nations.

Article 8.

The Governing Body shall appoint from among its members a Permanent Executive Committee, composed of its President, five members of five different nationalities and, in an advisory capacity, the Director of the International Institute of Intellectual Co-operation or his substitute.

The members of this Committee shall remain in office for two years and may be re-elected.

The Secretary-General of the League of Nations, the Director of the International Labour Office and the President of the International Institute of Agriculture may take part in the meetings under the conditions laid down in Article 6 for meetings of the Governing Body.

The Secretary of the Governing Body and the Permanent Executive Committee shall be appointed by the Secretary-General of the League of Nations after consultation with the President of the Governing Body.

Article 9.

The Director of the Institute shall be appointed for seven years by the Governing Body ; he may be reappointed for one other term of office. The first appointment of the Director shall be made on the proposal of the President of the Governing Body.

Article 10.

The Governing Body shall meet at least once yearly.

It shall have entire control over the work of the Institute, the programme of which it shall draw up from time to time with due regard to the powers of the various international institutions (in particular, the International Institute of Intellectual Co-operation and the International Labour Organisation) and the work of any other competent international body, in particular the Child Welfare Committee.



Article 11.

The Governments and organisations of the League of Nations may submit, through the Council of the League, special proposals, which shall be examined by the Institute.

National and other institutions and groups which do not fall within the above category may make suggestions to the Governing Body of the Institute.

Article 12.

The Governing Body may refer the examination and study of special questions to committees of experts.

Article 13.

The Governing Body may also, on its own initiative, draw the attention of the Council of the League to the advisability of convening international conferences with a view to the conclusion of international agreements.

Article 14.

The Institute shall set up an international Film Library. It shall compile and keep up to date the general catalogue of educational films.

Article 15.

At its first session the Governing Body shall draw up :

- (1) The Financial Regulations ;
- (2) The Administrative Regulations, which shall comprise the staff regulations, the regulations of the Governing Body itself, of the Executive Committee and the committees of experts, the broad lines of the organisation of the various services and, in general, all the necessary rules for the satisfactory working of the Institute.

These two bodies of regulations shall be submitted for approval to the Council of the League of Nations. The regulations shall, after approval, be communicated to the Italian Government and to the other Members of the League of Nations.

Article 16.

The expenses of the sessions of the Governing Body and the Permanent Executive Committee shall be paid out of the funds of the Institute.

Article 17.

The official languages of the Institute shall be English, French, German, Italian and Spanish.

Article 18.

An annual report on the work of the Institute shall be sent to the Council of the League of Nations and to the Italian Government, and shall be communicated to all the Members of the League.

F.

REPORT OF THE ITALIAN REPRESENTATIVE ON THE COUNCIL OF THE LEAGUE OF NATIONS,
APPROVED SEPTEMBER 26TH, 1928.

The Council has taken note of the letter dated September 15th, 1928, in which the Italian President of the Council and Minister for Foreign Affairs informed the Secretary-General of the League of the promulgation of a Decree-Law, dated September 6th, 1928, giving legislative assent to the obligations assumed by the Italian Government regarding the creation and maintenance at Rome of the International Educational Cinematographic Institute (document C.494.M.146.1928.XII).

All the formalities for the creation of the Institute having thus been completed, the various organs, particularly the Governing Body, provided for to ensure its proper working have now to be set up.

I feel that it is my duty, in this connection, to reiterate the views I had the honour to set out in the report approved by the Council on August 30th, 1928, namely, that it would be very desirable to secure the assistance, as members of the Governing Body of the Institute, of several experts specially qualified in questions of educational cinematography.

Moreover, in view of the importance which the educational cinema may acquire in Asiatic countries for the instruction of adults and the rising generation, and taking into account the particular interest shown in this question by certain delegations of these countries to the Assembly, I think that the Council will share my opinion that the Governing Body of the Institute should include qualified persons from these countries.

If the Council approves these two suggestions, it will obviously be difficult to limit the number of members to twelve, as laid down in Article 5 of the Statute approved on August 30th, 1928. I therefore venture to propose the following modification in the text of Article 5 of the Statute :

“ The Governing Body shall consist of a President and fourteen members, who shall be as far as possible . . . ”

I think that the Italian Government will have no objection to accepting this alteration. If the above alteration is adopted, I think we might for the moment simply appoint all the members of the Governing Body, except the experts referred to in my previous report. The latter might be appointed at a subsequent session, in order to give the Secretariat of the League and the International Educational Cinematographic Institute time to make enquiries regarding the persons best qualified in this respect ; from among the latter the Council could later select the other members of the Governing Body.

In the meantime, the members appointed by us to-day might meet as soon as possible, in order to nominate the Director of the Institute and draft the various regulations which must, in conformity with the Statute, be submitted to the Council for approval. The Governing Body might also consider the manner in which it should co-operate with other international bodies competent in the matter of educational cinematography, according to the obligations defined in Article 10 of the Statute.

I therefore have the honour to propose that the Council should appoint the following :

Professor Alfredo Rocco (Italian), President of the Governing Body of the Institute, member of the Committee on Intellectual Co-operation ;

Professor Gilbert MURRAY (British) Chairman of the Committee on Intellectual Co-operation.

Professor Gonzague DE REYNOLD (Swiss), member of the Committee on Intellectual Co-operation ;

Professor Ragnar KNOPH (Norwegian), member of the Sub-Committee on Intellectual Rights ;

Dr. VERNON KELLOGG (United States), Secretary-General of the United States National Research Council, member of the Sub-Committee on University Relations ;

Dr. Hugo KRUSS (German), Director of the Prussian State Library, member of the Sub-Committee on Science and Bibliography ;

Professor Henri FOCILLON (French), member of the Sub-Committee on Arts and Letters ;

Don Pedro SANGRO Y ROS DE OLANO (Spanish), member of the Child Welfare Committee ;

Professor Inazo NITOBÉ (Japanese), former Under-Secretary-General of the League of Nations, Member of the Japanese Imperial Academy ;

Dr. R. P. PARANJPYE (Indian), former Minister of Education, Bombay ; member of the Council of the Secretary of State for India, London ;

Mlle. Gabriela MISTRAL (Chilian), former Head Mistress of a lycée for 'girls ; authoress.¹

These appointments are made for a period of five years. They may be renewed once, except in the case of the Italian member of the Committee on Intellectual Co-operation and that of the Chairman of the Committee on Intellectual Co-operation. The first is appointed for the duration of his term of office as member of the Committee on Intellectual Co-operation ; the latter for the duration of his office as Chairman of the Committee. The other members representing various League organisations — the Committee on Intellectual Co-operation and its sub-committees or the Child Welfare Committee — will automatically cease to be members of the Governing Body when their term of office as members of these Committees expires. Moreover, it would be desirable for any representatives of these various League organisations who are unable to take part in the meetings of the Governing Body to send as their substitutes in future as far as possible members of the same organisation.

G.

LETTER FROM THE ITALIAN GOVERNMENT TO THE SECRETARY-GENERAL, DATED OCTOBER 13TH. 1928.

I have the honour to acknowledge with thanks the receipt of your note of October 2nd transmitting the text of the report adopted by the Council of the League of Nations at its meeting on September 26th last with reference to the appointment of the Governing Body of the International Educational Cinematographic Institute.

I have further the honour to inform you that the Royal Government accepts the proposed amendment to Article 5 of the Statute of the Institute raising the number of members of the Governing Body to fourteen.

(Signed) GRANDI,
Under-Secretary of State.

¹ At its fifty-fourth session, on March 7th, 1929, the Council appointed the following experts as members of the Governing Body : M. Louis LUMIÈRE, member of the Institut de France ; Dr. Hans CÜRLIS, Chairman of the German Association of Educational Film Producers ; and Mr. Carl E. MILLIKEN, General Secretary of the Motion Picture Producers and Distributors of America. At the same time, the Council authorised its President, in agreement with the Representative of Great Britain, to appoint a British expert before the next session. On April 10th, 1929, Mr. G. T. HANKIN, Inspector in the Board of Education, was appointed. Further, on September 25th, 1929, at its fifty-seventh meeting, the Council appointed Count CARTON DE WIART, Belgian Minister of State, former Prime Minister and former Minister of Justice, as the second member of the Child Welfare Committee to serve on the Governing Body of the Institute.

Appendix 5.

FINANCIAL REGULATIONS OF THE INSTITUTE.

Article 1.

The financial year of the International Educational Cinematographic Institute is the civil year.

Article 2.

The ordinary funds of the Institute are as follows :

- (a) The annual subsidy granted by the Italian Government.
- (b) Any other subsidies in whatever form granted by the Italian Government or foreign Governments.
- (c) Any gifts, legacies, etc., which may be offered to the Institute and accepted by the Governing Body.
- (d) The income from the movable or immovable property belonging to the Institute.
- (e) The revenue from the Institute's normal activities.

Article 3.

The annual subsidy granted by the Italian Government shall be paid annually to the Bank selected by agreement between the Secretary-General of the League of Nations and the Italian Government. Any other subsidies which may be received shall be deposited with the same Bank.

The Permanent Executive Committee may authorise the opening of a postal cheque account.

Article 4.

Before September 15th of each year the Director shall draw up a draft budget on the basis of the reports of the Heads of Section and giving the necessary explanations in support of the requests for credits.

This draft shall be submitted to the Budget Commission formed in accordance with Article 4 of the General Regulations. This Commission shall study it and submit it, together with a report, to the next meeting of the Permanent Executive Committee.

The draft budget, after being approved by the Permanent Executive Committee, shall be submitted for final approval to the Governing Body.

Article 5.

As soon as it has been approved by the Governing Body, the budget shall be sent without delay, under the signature of the President and the Director of the Institute, to the Secretary-General of the League of Nations to be communicated to the Council and the Assembly. This draft budget shall be accompanied by a general report drawn up on behalf of the Governing Body and containing the necessary explanations.

A copy of the draft budget and of the report shall also be communicated to the Italian Government.

Article 6.

The same procedure shall be followed in regard to the closed accounts of the past financial period.

Article 7.

Any amendments to the budget which may be proposed in the course of the financial year shall be submitted to the Budget Commission, which shall give its opinion thereon. The President shall then forward this Commission's opinion for decision to the Permanent Executive Committee or to the Governing Body. The amendments decided upon by the Permanent Executive Committee, when they are within its jurisdiction, shall be communicated in writing to the members of the Governing Body. In exceptional cases the President may authorise by a written order the putting into effect of urgent amendments proposed by the Director. Such amendments shall also be communicated to the Governing Body.

Transfers within a particular chapter of the budget shall be authorised by the President on the Director's proposal.

Article 8.

The surplus receipts and the balance of a financial period shall form a special fund from which the Governing Body shall authorise all disbursements useful to the Institute's activities during subsequent financial years.

Article 9.

In the case of every proposed item of expenditure the Heads of Section or Service shall fill up a form giving the following particulars :

- (a) The name and address of the creditor.
- (b) The object of the expenditure.
- (c) The sum payable.
- (d) The budget item to which the expenditure is to be charged.

Article 10.

The Director shall examine the form referred to in the previous article and, if he approves the disbursement, shall forward it with his signature to the Chief Accountant for checking and entry in the register of expenditure.

Article 11.

Payments shall be made by means of money orders. In the case of orders for collection and for payment the following particulars shall be required :

(a) The detailed specification of the natural or juridical person who has drawn the order or to whom the payment is made.

(b) The signature as a receipt or authorisation of the Director and of the Chief Accountant or their deputies.

(c) A statement of the exact reason for the collection or payment and the item of the budget to which the expenditure is chargeable.

Article 12.

The Institute shall have an Internal Control Officer, who shall establish and keep up to date an inventory of the property of which the Institute has the use, and an inventory of the property owned by the Institute.

Article 13.

The material necessary for the running of the Institute shall be furnished by the Internal Control Office at the request of the Heads of Service.

Article 14.

The accounts of the past financial period shall remain open until March 31st of the following year. The accounts shall be submitted to the Auditor of the League of Nations before June 1st. The said accounts must be approved by the Permanent Executive Committee and by the Governing Body and forwarded to the Secretary-General of the League of Nations, who shall communicate them to the Council and to the Assembly of the League of Nations.

A certified copy of the accounts and any reports annexed thereto shall also be communicated to the Italian Government.

Article 15.

Should certain sums be included in the budget for unforeseen expenditure, the employment of such sums shall be subject to the following conditions :

(a) For transactions up to 5,000 lire in each case, and up to 15,000 lire in all, the expenditure must be proposed by the Director and authorised by the President.

(b) Above these sums, the expenditure must be proposed by the Director and authorised by the Permanent Executive Committee.

Article 16.

As regards the expenses of officials sent on missions, the Institute shall refund the following items :

(a) First-, second- or third-class travelling expenses, according to the rules adopted by the Permanent Executive Committee for the various classes of officials.

(b) Cost of maintenance or daily subsistence allowance, varying according to cases, as determined by the Permanent Executive Committee.

The rules adopted in this connection shall be subject to ratification by the Governing Body.

Article 17.

If any financial loss is incurred through the Director's fault, the latter shall be personally liable for such loss.

The Institute shall take out an insurance in the Director's name, and the Director shall be entitled to the amount of the insurance when he relinquishes his post if no financial loss has been incurred as a result of his management. In the contrary event, the Institute's claim shall be met out of the amount of the insurance.

Article 18.

Should any difficulty arise for which no provision is made in the present Regulations, reference shall be made to the stipulations in force at the League of Nations, provided they are applicable.

Article 19.

The present Regulations may be revised by the Governing Body subject only to the condition that a proposal indicating the articles to be revised has been placed on the agenda. The revised articles shall be submitted to the Council of the League of Nations for approval.

Article 20.

The present Regulations shall come into force as soon as they are approved by the Council of the League of Nations.
