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Introduction

In Fiji visual artists/craft/design practitioners are rarely covered by formal wage setting instruments such as awards because they are generally not classified as a formal employment. This is because of the absence of legally-binding minimum pay rates set by the Government, community standards as to what constitutes fair and reasonable pay have not evolved for practitioners in the same way as for many other sectors. Practitioners, and employers and buyers of their work, are also often poorly informed about what practitioners do and should earn.

Most practitioners therefore struggle to generate sufficient income from their art, and that same sense it is hard for the Culture and Arts Sector in Fiji to give a right remuneration the artisans that recognizes the value of the vast knowledge and the arts produce in the sector. Since this is a reality. Fiji Arts Council is also a subject of this fact as it is the organization that oversees the preserving, revitalizing and promoting of all arts forms in Fiji.

Infect, the council has been allocating fees to some of its activities and artifacts requested to be used outside of the office. This guideline is made to articulate fees to be paid towards the service of the council and also when artifacts are requested and staffs of the council are invited to take part in decoration during and event. It also outlines schedules of payment and the rates for which it service is required. This includes the hiring of practitioners, decoration, used of artifacts and other services provided by the Fiji Arts Council.

All of the fees in this guideline should be reviewed every three years and the review should be in line with the increase of request and the wider recognition of the Culture and Arts sector.

Overwriting of fees

Only the director of the Fiji Arts Council or the Board has the right to overwrite fees stated in this guideline.

General Information for Fees

Arts in Fiji is not just a piece of arts it encompass value, respect, efforts and most importantly the unique knowledge practiced performed and created of artisans to show what and how they view things artistically.

There is a wide range of service and activity that the Fiji Arts Council can provide to uphold the preservation, revitalization and promotion of all arts form in Fiji. Therefore this guideline is made to articulate fees of what services is being provided.

SERVICE.	Requesting Method.	<i>Local Fees</i>	<i>Overseas Fees</i>	<i>Payable to</i>
Artisan to Facilitate Workshop (Resource Personal)	Formal request in writing	<i>\$200 per day + subsistence allowance of \$30 per day and \$12 per meals</i>	<i>\$200.00 + subsistence allowance and meals</i>	<i>practioners</i>
Decoration experts	Formal request in writing or email	<i>\$500 per event locally</i>	<i>\$800 overseas</i>	<i>Fiji Arts Council</i>
Judges [craft and Art exhibitions]	Formal request in writing	<i>Art exhibition - \$200 Craft Exhibition – \$100 Per event</i>		<i>judges</i>
Artifacts	Formal request in writing or email	<i>\$150 traditional \$100 contemporary per event</i>	<i>\$300 \$200</i>	<i>Fiji Arts Council</i>
Fabric Materials	Formal request in writing or email	<i>\$15 per material</i>	<i>\$50</i>	<i>Fiji Arts Council</i>
Tables	Formal request in writing or email	<i>\$20 per table</i>	<i>\$50</i>	<i>Fiji Arts Council</i>
Chairs	Formal request in writing or email	<i>\$5 per chair</i>	<i>\$20</i>	<i>Fiji Arts Council</i>
Exhibition boards	Formal request in writing or email	<i>\$15 per board</i>	<i>\$25per board</i>	<i>Fiji Arts Council</i>

Artisan to Facilitate Workshop (Resource Personal)

It is a vital to understand that to be an artist is not an easy task. To become an artisan a person needs to acquire the right knowledge through the interconnectedness of space and time. This is not attainable through formal education. To be an artist someone needs to have patients, respect value and most importantly be committed. Theoretically, when someone becomes a producer of anything that is categorized as an art, he or she will be classified to be an IP owner of the master piece of his production.

This does not include those pieces of arts that are categorized as the *iyau ni vanua*¹. Owners of the *iyau ni vanua* IP is the vanua. Therefore they are to respected and valued at all time when showcased or exhibited.

Subsequently, arts in Fiji whether in contemporary or traditional form cannot be valued due to its immeasurable significance and the historic and epistemological explanation behind it.

Artisans who are registered under the Fiji Arts Council data base are the once that are to be paid with the fees stated in this guideline. The amount in this guideline is the minimum fees that a registered artisan is to be paid during their participation. It does not stop other organizations from paying them more.

Judges [Craft and Arts Exhibitions]

As mention above, to become an artist someone needs to have the patients, respect value and most importantly to be committed. One needs to accommodate time and space to observe and acquire the right knowledge to enable him/her practices it rightfully. Therefore it is vital to select the right person to judge craft and arts during exhibition.

Judges need to be an expert by practice and not by theory. Subsequently, before judging they should be notified 2 to 3 weeks before the exhibition for them to do some research on categories they are going to judge. This is to allow them to do a fare and transparent decision that will be acknowledged by the competing artisans.

In judging craft during an exhibition, each judge should be paid with an honorarium allowance of \$100 for their participation. While those judges of the arts exhibition are to be paid with an honorarium allowance of \$200 on their participation.

Meals & Perdium Allowance

Fiji Arts Council Engagement

Artisan representing Fiji Arts Council to any community engagement concerning works of the Council for more than a day will be entitled for meals allowance of \$12 per meals and a subsistence allowance of \$30 a day. If they are going to be accommodated in a hotel billing the Fiji Arts Council then they will be only entitle for meals allowance. This also applies during the Community based workshops where they will be only entitle for meals during their travel to and forth with the subsistence allowance as they will be catered together with the participant during the duration of the workshop.

¹ Pieces of arts that are traditionally owned by a vanua, it has a unique significant traditional identification of the vanua.

Government Engagement

For all Government engagement, government Department and Ministries should finance Fiji Arts Council staff and registered artisans following the amount of meals and subsistence allowance stated under the Fiji Government allowance rate.

Agreement

It is vital that artisans representing the Fiji Arts Council to any community engagement to sign an agreement with the Council before he/she depart. The agreement should consist the following:

- i. Deliver to his/her best.
- ii. Achieve the objective of the workshop
- iii. Committed.

Decoration experts

This is another field of arts that experts do not really have to go through formal education. One needs to be creative, skillful and have the patient of discovering new thing in arts will be a good artist expedite his/her skill in decoration. Decorating experience is a bonus as experts will always learn from past decoration arrangement and also observe and put new initiatives into practice.

Request Dates

Any request for the use of any service provided by the council should be made one week prior to the actual date of when the service is to be made. This is to give the responsible staff adequate time to prepare and put required equipment together for the event. For those request that comes in within 24 hour before the event, the requesters will have to pay a fee of \$20per day from the one day of which they should have made their request to the Fiji Arts Council.

Payment Procedure

For cash payments, half fees should be paid to the Fiji Arts Council before the item is released or the service is made. The other half payment should be made within two days after the event of which the item or the FAC service is made. For the cheque payment, full payment to be made before the item is released or the service is made.

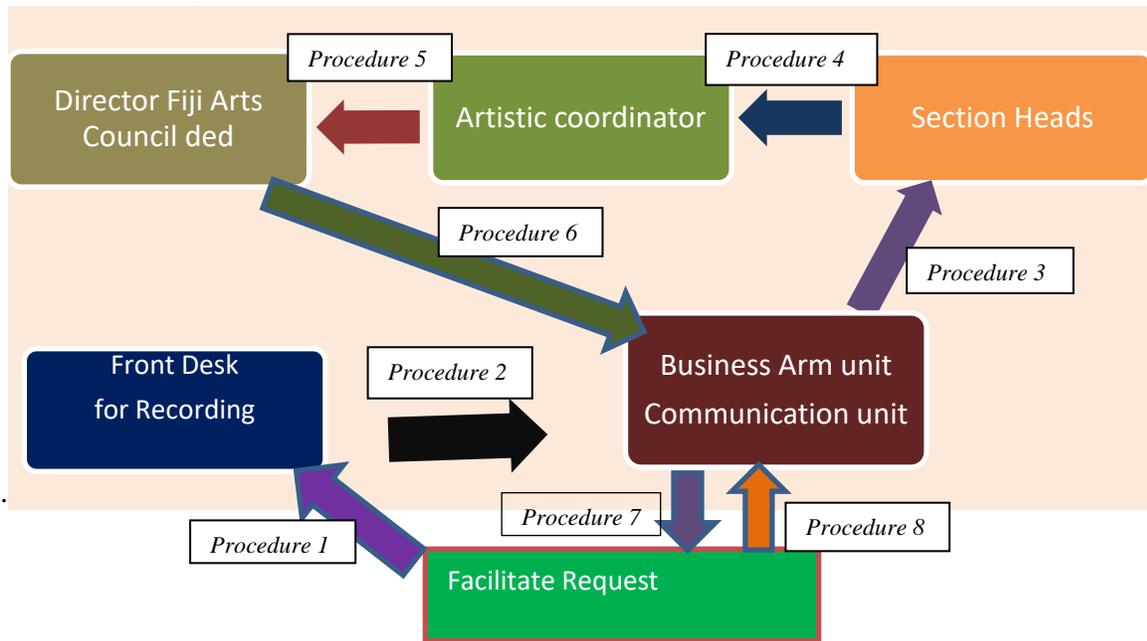
Releasing Contract

Fiji Arts Council should prepare and sign a contract with who the item or the service is to be made. The contract should have the following conditions;

- i. They will have the full responsibility of the item used until they return.

- ii. Number of dates of which the item will be in their responsibility.
- iii. Dates of which they should return the item
- iv. A recovering fee if the item is damage
- v. Transportation of the items or the FAC experts
- vi. Allowance of the FAC experts if it needs to be used.

Standard Operational Procedure.



It is vital that staffs within this request proceeding chat to make comment or recommendation on request letter or email. Approval for any service or fees has to be made by the Director Fiji Arts Council.

Procedure

All requests for any service or activity under the Fiji Arts Council should be received and recorded at the front desk. Therefore, it is vital that all requested send by email shall be printed and forwarded to the front desk. After recording it will have to be forwarded to the business arm unit where they will advise the communication unit to write or email to acknowledge and advice the applicant that their request has been received and they should wait for FAC approval procedure. The request should then be forwarded to the section head to see on the availability of service or requested equipment.

It is vital that all requests to be vetted by the Fiji Arts Council Artistic Coordinator for his recommendation before submission is made to the Director Fiji Arts Council for the final decision. Business arm unit is the only unit to facilitate all request made to the Fiji Arts Council that is subscribe with a fee and it should base on the approval of the Director.

Reference

Aboriginal Cultural Heritage Act 2003, Cultural Heritage Management Plan Guidelines, 22 April 2005

Admission, Enrolment and Fees Policy, Unitec Policy and Procedure, 24 November 2014

Cultural Gifts Program Guide, Tax incentives for cultural gifts to Australia's public collections

Department of National Heritage, Culture & Arts, GUIDELINES, Cultural Grants Program, 2011 – Beyond.

Ethnic Communities Council of Victoria, Cultural Competence GUIDELINES AND PROTOCOLS December 2006