

**National Performing Arts Center**  
**National Kaohsiung Center for the Arts (Weiwuying)**  
**Program Quality Management Regulations**

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issued by the Board of Directors

- I. In order to ensure program quality, the National Performing Arts Center - National Kaohsiung Center for the Arts (hereinafter referred to as “Weiwuying”) has formulated these program quality management regulations (the “Regulations”) based on the provisions of Article 7 of the National Performing Arts Center Program Quality Management Regulations.
- II. Scope of program quality management
  - A. Review and consultation before performance
  - B. Onsite evaluation during performance
  - C. Indicative assessment after performance
- III. Program Review
  - A. Weiwuying presented/co-presented programs:
    1. Includes programs presented or co-presented by Weiwuying.
    2. Program review meetings convened by Weiwuying every November/December shall be presided over by Weiwuying’s General and Artistic Director, and three to five external experts in the field shall be invited from the External Committee Member List to discuss short, medium, and long terms program planning and to provide consultation.
  - B. Programs in association with Weiwuying:
    1. To broaden its reach to a diverse audience in southern Taiwan and offer a wider variety of programs to different types of audiences, Weiwuying may name a program not presented and co-presented by Weiwuying as associated program, provided that no actual expenses are incurred.
    2. For an associated programs not discussed in program review meetings, a description of program content, a motivations statement, and resources appropriation shall be submitted. Upon receiving approval from the General and Artistic Director, the program may proceed in accordance with the approved content.
  - C. Hirer’s programs:
    1. This refers to programs that wish to hire a venue at Weiwuying in compliance with the National Performing Arts Center - National Kaohsiung Center for the Arts (Weiwuying) Venue Hiring Services Guidelines and the National Performing Arts Center Touring Program Venue Hire Application Regulations.
    2. Weiwuying shall convene hirer’s program review meetings for the first ballot of submission on half-yearly basis. The meetings shall be presided over by Weiwuying’s General and Artistic Director, and three to five external experts in the field selected from the External Committee Member List alongside one or two internal committee members to review the applications and scheduling priorities. Ad hoc meetings shall be scheduled to review applications after the first ballot of submission at irregular intervals based on the number of applications received.

IV. Program Evaluation

- A. Weiwuying presented, co-presented and associated programs: Unless exceptional circumstances due to program nature, one or two committee members shall be designated to attend the entire performance and then evaluate its artistic quality. The evaluation results shall be used as a reference by Weiwuying when planning future programs.
- B. Hirer's programs: one or two committee members shall be designated to attend the entire performance and then evaluate its artistic quality on an irregular basis. Weiwuying shall use the evaluation report as a reference for future reviews.
- C. The evaluation report is available for hirer's reference, subject to the assessor's consent.

V. Program review and evaluation committee members

- A. A list of External Committee Members shall be submitted to the General and Artistic Director for approval. This list shall include no fewer than 50 external experts in the fields of music, drama, dance, and multi-disciplinary arts. Internal committee members shall be appointed directly by the General and Artistic Director.
- B. Each committee member shall serve a tenure of one year and may serve consecutive terms. Every December, the Committee Member List shall be submitted to the General and Artistic Director for approval.
- C. Committee members shall be designated to conduct program reviews and evaluations based on program genre.
- D. If a committee member is the authorized representative or related party of a program under evaluation, the member shall take the initiative to recuse himself/herself from the evaluation or shall be recused by Weiwuying. ("Related party" here refers to a spouse or any other person within the second degree of kinship.)

VI. Committee member honorarium

- A. Each committee member shall be paid NT\$3,000 for each program review meeting.
- B. Each committee member shall be paid NT\$1,500 for each evaluation session.
- C. In special and emergency circumstances when a review must be conducted online, each committee member shall be paid NT\$1,000 for each program review meeting.
- D. Weiwuying shall provide committee members with the admission ticket(s) required to attend Weiwuying presented programs for evaluation; for hirer's programs, the hirer shall provide the admission ticket(s) at no charge.
- E. Related transportation and accommodation expenses for committee members who do not live or work in Kaohsiung City shall be reimbursed by Weiwuying based on actual costs.

VII. Program Assessment

- A. Weiwuying presented/ co-presented programs:
  - 1. A program assessment shall be conducted by Weiwuying based on a program's revenue and expenditure, production planning, marketing and promotion, technical services, patron services, sales statistics, and the evaluation report, which shall be submitted for approval within 60 days after the month of the program took place. For a series of programs, an assessment shall be submitted within 60 days after the completion of the entire series. Should special circumstances occur, the time limit shall not apply subject to a written approval by the General and Artistic Director's approval.
  - 2. Major programs: Weiwuying presented programs whose total budget is at least NT\$20 million must be first proposed and approved by the Board of Directors in accordance with the "Assessment Principles for Project Submission to the Board of Directors of the National Performing Arts Center". If any area of indicative assessment after performance is found to be 80% or less of the target set in the original proposal, the reason for the discrepancy and

future measures for improvement shall be reported to the Board of Directors.

- B. Associated programs: Weiwuying's Artistic Planning Department shall record the number of attendance and ticket sales ratio, compile the program evaluations conducted by committee members, report any irregularities or problems that occurred in the execution, and provide suggestions for the future, all of which shall be submitted for approval within 60 days after the month of the program took place.
- C. Hirer's programs: The Venue Hire Services Team of Weiwuying's Business Development Department shall record the number of attendees, compile the program evaluations conducted by committee members, report any irregularities or problems occurred in the execution, and provide suggestions for the future, all of which shall be submitted for approval within 60 days after the month of the program took place. For a series of programs, an assessment shall be submitted within 60 days after the completion of the entire series.

VIII. Details on the program review, evaluation, and assessment are available in the appendix.

- IX. Ticketing arrangements for Weiwuying presented and co-presented programs shall properly uphold the rights of the general public on a fair basis.
- X. These Regulations and any future amendments shall take effect immediately upon approval by the Chairperson.

(For any conflict between the English version of this Regulation and the corresponding Chinese version, the Chinese version shall prevail.)

Appendix: National Performing Arts Center - National Kaohsiung Center for the Arts (Weiwuying) Program Review, Evaluation, and Assessment Indicators

Item	Indicators	Scoring Criteria		
		Weiwuying Presented/ Co-presented Program	Associated Program	Hirer's Program
Review and consultation (before performance)	Qualitative indicators	<ol style="list-style-type: none"> <li>1. Relevance of the content and venue.</li> <li>2. Alignment with the venue's positioning and direction.</li> <li>3. Compatibility with the annual plan.</li> <li>4. Consideration of the current status and trends of the local and international art scene.</li> </ol>	<ol style="list-style-type: none"> <li>1. Internationally significant artistic programs, mature and important domestic performance troupes, or emerging local artists.</li> <li>2. Alignment with the venue's positioning and direction.</li> <li>3. Consideration of the current status and trends of the local and international art scene.</li> </ol>	<ol style="list-style-type: none"> <li>1. Feasibility of the project implementation.</li> <li>2. Suitability of the venue.</li> <li>3. Reference to evaluation and assessment results (this item does not apply to first-time applications).</li> </ol>
	Scoring Criteria	N/A	N/A	Approval shall be given for proposals with an average score of 75 or above (inclusive). The venue will schedule the program according to the "National Performing Arts Center - National Kaohsiung Center for the Arts (Weiwuying) Principles of Scheduling Hirer's Program"
Onsite evaluation (during performance)	Qualitative indicators	<ol style="list-style-type: none"> <li>1. Artistic quality.</li> <li>2. Consistency between the program content and publicity materials (such as program booklet/ notes or official website program information).</li> <li>3. Overall coherence of the program presentation and planning.</li> <li>4. Reactions and feedback from the participants onsite.</li> </ol>	<ol style="list-style-type: none"> <li>1. Artistic quality.</li> <li>2. Consistency between the program content and publicity materials (such as program booklet/ notes or official website program information).</li> <li>3. Overall coherence of the program presentation and planning.</li> <li>4. Reactions and feedback from the participants onsite.</li> </ol>	<ol style="list-style-type: none"> <li>1. Artistic quality.</li> <li>2. Consistency between the program content and the proposal.</li> <li>3. Overall coherence of the program presentation and planning.</li> <li>4. Reactions and feedback from the participants onsite.</li> </ol>

	Scoring Criteria	The committee scores based on the assessment criteria, with the following standards: A+: Outstanding, A: Good, B+: Average, B: Fair, C: Poor		
Indicative assessment (after performance)	Qualitative indicators	1. Administrative execution. 2. Marketing execution. 3. Front-of-house service. 4. Technical execution. 5. Box office statistics. 6. Evaluation results. 7. Whether major programs align with the review objectives.	1. Administrative execution. 2. Front-of-house service. 3. Evaluation results. 4. Technical execution.	1. Administrative execution. 2. Technical execution. 3. Front-of-house service. 4. Audience number. 5. Evaluation results.
	Scoring Criteria	N/A	N/A	The Venue Hire Service Team of the Weiwuying's Business Development Department scores based on the assessment criteria, with the following standards: A+: Outstanding, A: Good, B+: Average, B: Fair, C: Poor