

Statute of the Under and Tuglas Literature Institute of the Estonian Academy of Sciences

Ratified by the General Meeting of the
Estonian Academy of Sciences, 3 December 2025

I General Provisions

1. Literature Institute of the Estonian Academy of Sciences

(1) The Under and Tuglas Literature Institute of the Estonian Academy of Sciences (henceforth Institute) is a research and development institution of the Estonian Academy of Sciences as a legal person governed by public law; its task is research on and interpretation of literary culture in the Estonian language and the multilingual Estonian area with the goal of ensuring the preservation of Estonian language and culture throughout the ages. The Institute also functions as a scholarly memory institution, which administers, researches and develops unique collections belonging to the national scholarly and cultural heritage.

(2) The Institute, named after Marie Under and Friedebert Tuglas, preserves and perpetuates the intellectual and material cultural heritage of Under and Tuglas, valorising the contribution of these two great figures to the development of Estonian professional literary culture on artistic, scholarly and institutional levels as well as to the shaping of balanced national identity creation. The principal basis for the Institute's activity is the testament of Friedebert Tuglas dated 8 May 1970, by which he bequeathed his place of residence, collections and materials related to his activities to the Academy of Sciences with the goal of founding a house museum-research centre.

(3) The Institute fulfills its tasks autonomously; it has an independent budget and its own bank accounts.

(4) The Institute is guided in its activities by the law of the Estonian Academy of Sciences, laws governing research and development activities and innovation, the museum law and other legal acts, and by this statute.

2. Location and postal address of the Institute

The Institute is located in Tallinn. The Institute's address is Kohtu 6/1, 10130 Tallinn. The address of the Institute's museum is Väikese Illimari 12, 11623 Tallinn.

II Goal and Fields of Activity

3. Goals of the Institute

The goals of the Institute's activities are:

- 1) to promote the understanding and valorisation of Estonian literature and the multilingual literary heritage of the Estonian area;
- 2) to maintain and develop high-level Estonian-language scholarly discourse in the humanities;
- 3) To initiate and shape innovative research and development activity in the area of literary culture on both the local and international levels.

4. The Institute's fields of activity

To fulfill its goals the Institute:

- 1) conducts interdisciplinary and innovative basic research on Estonian-language and multilingual literature in the Estonian area from the Middle Ages to the present, situating it in the cultural context of the Baltic Sea region, Europe and the world;
- 2) directs Estonian and international research and development projects, toward this end making applications for research funding;
- 3) supports the publication of the research results of the Institute's scholars in high-level publications in the fields of specialisation, as well as compiling and issuing scholarly publications of its own;

- 4) supports the dissemination of the research results of the Institute's scholars at international scholarly conferences and in scholarly networks and organises scholarly events at both the local and international levels;
- 5) preserves, researches and develops the Institute's cultural history collections and makes these available to researchers and the public, both on-site and in digital form.
- 6) administers and uses the museum building as a historical monument and the former home of writers, along with its accompanying garden, using them to introduce to the public Estonian literary heritage and its meaningful connections to the international cultural context as well as contemporary possibilities for interweaving the humanities with other scholarly fields;
- 7) issues publications related to the Institute's cultural history collections and the legacy of writers, organises exhibitions and participates in the awarding of the Friedebert Tuglas short story prize;
- 8) promotes the sustainability of research and development activities in the area of Estonian literary culture through the inclusion of young scholars and university students, cooperating in the carrying out of MA and PhD studies and having the right to pay stipends;
- 9) engages in cooperation with universities and other research and development institutions and memory institutions both in Estonia and internationally;
- 10) popularises achievements in its area of specialisation and scholarly field, informing the public about its activities.

III Leadership and Structure of the Institute

5. Director

(1) The Director is the overall leader of the Institute who bears responsibility for the Institute's general development, activities in accordance with its statute, the legal and effective use of its property and the preservation and accessibility of the Institute's cultural history collections.

(2) The Director is a scholar who holds a PhD degree and is competent in the area of humanities scholarship.

(3) The Director is elected according to the procedure executed by the superior council of the Estonian Academy of Sciences through a public competition. The secretary general of the Estonian Academy of Sciences shall conclude an employment contract with the Director in the name of the Estonian Academy of Sciences for up to five years.

(4) In the absence of the Director, the pertinent powers and duties rest upon their appointed deputy.

(5) The Director is accountable to the President of the Estonian Academy of Sciences.

6. Director's responsibilities

The Director:

- 1) leads the Institute's activities, involving other members of the management in the leadership, and is responsible for the expedient administration of leadership;
- 2) represents the Institute in the implementation of this statute and legal acts;
- 3) certifies the employment documents of the Institute;
- 4) establishes the career ranks of the researchers' positions, the conditions and procedure for filling the positions and the requirements applied to researchers;
- 5) organises the filling of researchers' positions according to the procedure set out in legal acts;
- 6) concludes, modifies and terminates employment contracts with employees and certifies their job descriptions;
- 7) if necessary, forms and convenes an international board that advises the Institute on matters of research strategy;
- 8) certifies the principles for the organisation of the Institute's cultural history collections and the principles of collection;
- 9) appoints the editorial collegia of the book series published by the Institute;
- 10) performs all other transactions and acts which are necessary for the organisation of the Institute's activity and the performance of which has not been assigned to some other organ or to the Estonian Academy of Sciences

7. Research Council

(1) Matters concerning the Institute's activity shall be resolved to the extent set forth in this statute by a Research Council, which shall be appointed by the superior council of the Estonian Academy of Sciences for up to five years.

(2) The chairman of the Research Council shall be appointed by the superior council of the Estonian Academy of Sciences from among two representatives named by the same. The Research Council shall select a vice-chairman from among the employees of the Institute.

(3) The membership of the Research Council consists of:

- 1) the Institute's Director, the heads of the structural units, the head of development
- 2) two representatives appointed by the superior council of the Estonian Academy of Sciences;
- 3) Representatives of at least five of the following institutions: Ministry of Education and Research, Ministry of Culture, Estonian National Heritage Board, Estonian Literary Museum, University of Tartu, Tallinn University and Estonian Academy of Arts. The superior council of the Estonian Academy of Sciences shall decide which of the listed institutions shall appoint their representative to the Research Council for the corresponding period of office.

8. Tasks of the Research Council

The Research Council:

- 1) confirms research directions and principles and keeps track of their fulfillment;
- 2) advises the Institute's Director in the drawing up of strategic documents;
- 3) advises the Institute's Director in planning the financing of the Institute;
- 4) confirms the publication strategy of the Institute's publishing house;
- 5) holds the right to apply for the removal of the Director before the expiry of their employment contract;
- 6) nominates noteworthy research results for awards and candidates for the Estonian Academy of Sciences or for honorary positions;
- 7) fulfills other responsibilities charged to it.

9. Working Procedure of the Research Council

(1) Meetings of the Research Council shall take place at least three times a year at the invitation of the Council's chairman, or, in their absence, by the vice-chairman, or at the request of at least one-third of the members.

(2) The Research Council is competent to make decisions if at least two thirds of its members participate in a meeting either directly or through communication and information technology devices.

(3) Decisions of the Research Council shall be made at a meeting by simple majority, if the statute does not determine otherwise. If the votes are tied, a repeat vote shall be arranged. If in the second vote the votes are again tied, further action shall be decided by the chairman of the Research Council.

(4) To submit a proposal to the Estonian Academy of Sciences to change the Institute's statute, reorganise or terminate the activity of the Institute, a decision of the Institute's Research Council shall be required, approved by at least a two-thirds majority of the members of the Research Council.

(5) The Research Council may invite experts to its meetings.

(6) The decisions of the Research Council shall be announced to the Institute's employees.

10. Structure of the Institute

(1) The Institute has the following structural units:

- 1) the older literature department, the main task of which is research and development activity pertaining to literature in the Estonian language and other literature in the Estonian area up till 1860, in accordance with the Institute's fields of activity.
- 2) the newer literature department, the main task of which is research and development activity pertaining to literature in the Estonian language and other literature in the Estonian area beginning in 1860, as well as the administration of the Institute's museum and cultural history collections in accordance with the Institute's fields of activity.

(2) Leadership of a structural unit of the Institute, tasks and the leader's rights and responsibilities, subordination and substitution shall be set forth in the job description.

(3) Employees can belong to the Institute's structure external to the structural units if they support the fulfillment of the Institute's main task and are directly subordinate to the Director.

11. International Advisory Board in matters of research strategy

(1) The International Advisory Board is composed of scholars of high international calibre who represent the Institute's main research directions and who advise the Institute in matters of research strategy.

(2) The number of members, composition and operating procedures of the International Advisory Board shall be confirmed by the Director of the Institute with the approval of the Research Council for up to five years.

IV Property and financing

12. Property

(1) The Institute's property comprises an independent part of the property of the Estonian Academy of Sciences, the administration, use and execution of which is delegated to the Institute toward the fulfillment of the institution's tasks.

(2) The Institute's cultural history collections as a whole constitute a part of Estonian national scholarly and cultural heritage.

13. Financing

(1) The Institute's budget, which is drawn up and submitted for confirmation by the Institute in accordance with the requirements established by the Estonian Academy of Sciences, forms an independent part of the budget of the Estonian Academy of Sciences.

(2) The Institute obtains the necessary financial instruments for its activities from the state budget and other sources.

(3) The financial instruments allocated to the Institute as well as the funds obtained by the Institute in exchange for its paid services are administered by the Director of the institution according to the conditions and order set forth in the statute.

V Accounting and supervision

14. Accounting and supervision

(1) With respect to the use of property and funds in its purview, the Institute shall keep accounts and statistical assessments according to the order set forth in the law.

(2) State and administrative supervision of the organisation of the Institute's cultural history collections shall be carried out by the Estonian National Heritage Board.

(3) The use of the state budget funds allocated to the Institute shall be controlled by the Ministry of Finance and the National Audit Office.

(4) Internal supervision of the Institute's activity by the Estonian Academy of Sciences shall be carried out by the President of the Estonian Academy of Sciences. Upon assignment by the President, the Institute's financial activity shall be controlled by the accounting office of the Estonian Academy of Sciences.

VI Reorganisation and termination of activity

15. Reorganisation and termination of activity

The Institute's activity shall be reorganised or terminated upon the proposal of the Research Council by the general assembly of the Estonian Academy of Sciences.

VII Order for the ratification and modification of the statute

16. Order for the ratification and modification of the statute

(1) Proposals for modifying or supplementing the Institute's statute shall be examined by and presented to the general assembly for discussion by the Institute's Research Council.

(2) The Institute's statute and modifications to be made to it shall be ratified by the general assembly of the Estonian Academy of Sciences.