

**SOUTH AFRICAN BASS ANGLING ASSOCIATION**

**APPENDIX A TO THE CONSTITUTION**



**HOUSEHOLD RULES**

COMPILED JANUARY 2017

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## 1. OBJECTIVES OF THE RULES

- 1.1. The Household Rules of the ASSOCIATION is an attachment to the Constitution of the ASSOCIATION and as such subordinate, and subject to, the rules and regulations of the Constitution.
- 1.2. The Household Rules are intended to be subject to these rules and regulations and provide, in terms of the Constitution, clarity and detailed explanations of policy issues where there is little information appearing in the Constitution of the ASSOCIATION.
- 1.3. The rules also aim to improve the management skills and efficiency of the ASSOCIATION by eliminating ambiguities and misunderstandings and ensure effective communication between the ASSOCIATION and its provincial members.
- 1.4. The Household Rules are binding on ASSOCIATION members in as much as they contain direct references to the Constitution. Any changes to these Household Rules can only be ratified at the Annual General Meeting or Special General Meeting.
- 1.5. The Household Rules may be amended by a two-thirds majority vote without prior notice or by a majority vote if notice of a proposed amendment was given.

## 2. AFFILIATION TO EXTERNAL BODIES AND ORGANISATIONS

- 2.1. In terms of achieving its goals, the ASSOCIATION will annually affiliate to the following bodies:
- 2.2. Federation Internationale de la Pêche Sportive and Eau Douce;  
  
FIPSeD is the international governing body of freshwater angling and the body responsible for offering a variety angling world championships.
- 2.3. South African Sports Anglers And Casting Con Federation;  
  
South African Sports Anglers And Casting Con Federation (SASACC) is the national governing body of the sport of angling and the body responsible for all disciplines of angling as a national sport in South Africa.

## 3. NAME AND ADDRESS LIST OF THE ASSOCIATION

- 3.1. The Register Official of the ASSOCIATION is responsible for the maintenance of the ASSOCIATION 's address list and distributing updated address lists on a quarterly basis. Circulation is limited to the Executive Committee, Section/Discipline Committees (Chairman and Secretary) and Provincial Members (Secretary). The official address lists should be sent to the SASACC by the Secretary of the ASSOCIATION.

3.2. The following detail of the ASSOCIATION 's officials will appear on the mailing list:

- 3.2.1. Honorary President, President and Vice President;
- 3.2.2. Executive Committee Members;
- 3.2.3. Senior National Selectors;
- 3.2.4. Member Provinces (President, Secretary and Treasurer).

3.3. In order to ensure that the ASSOCIATION 's address book is always up-to-date and contact can be maintained with all the parties listed above the management, selectors, standing committees and provincial members must notify the Secretariat of the ASSOCIATION immediately of any change of address.

3.4. The following address and contact details are required in respect of officials on the mailing list:

- 3.4.1. Initials and surname;
- 3.4.2. Designation of the person;
- 3.4.3. Postal address;
- 3.4.4. Telephone and mobile phone number;
- 3.4.5. E-mail address.

3.5. Communication with provincial members and executives will be by electronic means unless SABAA's procedures/policies dictate otherwise.

## 4. FINANCIAL OBLIGATIONS OF PROVINCIAL MEMBERS

### 4.1. GENERAL ASPECTS

- 4.1.1. The subscriptions and/or fees payable by provincial members are determined during the Annual General Meeting in advance for the next financial year.
- 4.1.2. The annual fees are payable in advance. The same fees will be payable irrespective of the time that a province or individual member's affiliates/registers during the year with the ASSOCIATION. No proportional membership fees will be allowed.
- 4.1.3. Recommendations for the fees that will be payable for the forthcoming year, will be submitted to the assembly by the Treasurer. Recommendations are based on a complete pre-prepared budget.
- 4.1.4. Member Province's financial obligations will consist of the following:
  - 4.1.4.1. Registration of individual members;
  - 4.1.4.2. Affiliation of provincial members;
  - 4.1.4.3. Meeting fees for provincial members;
  - 4.1.4.4. Team registration fees for national championships;
  - 4.1.4.5. Official's travel allowance for national championships.

## 4.2. AFFILIATION OF PROVINCIAL MEMBERS

- 4.2.1. The affiliation paid by provincial members will be used in part to affiliate the ASSOCIATION with FIPSeD and SASACC.
- 4.2.2. Registration of individual members:
  - 4.2.2.1. Individual members who wish to participate in the activities of the ASSOCIATION and/or its provincial members must be annually registered with the ASSOCIATION by the provincial member's body. Individual members in the categories of masters, senior men, senior women, junior men or junior ladies are registered.
  - 4.2.2.2. The registration fees are the main source of the ASSOCIATION's income and are used to fund the ASSOCIATION and its committee's operating costs, along with the need to create financial reserves. In order to determine the allocation to the Officials Section, the Chairman of the section must annually, at least 60 days before the Annual General Meeting, compile an operating budget for their activities for the next year, and it must be provided to the Treasurer of the ASSOCIATION.
  - 4.2.2.3. The Officials Committee's operating costs and travel costs should be budgeted separately, because the cost of travel is allocated as a fixed amount which will be included in the team fees of provincial members to be recovered with their participation in the National Championships.
- 4.2.3. Meeting Fees payable by provincial members:

The purpose of the meeting fees is to pay the ASSOCIATION 's Annual General Meeting and Half-Year Meeting costs and the travel expenses of delegates. Travel costs by vehicle are based on a fixed payment per kilometre, paid to all delegates on a return travel basis further than 400 km to attend the meetings. Also included is direct reimbursement for toll fees. Reimbursement of travelling expenses shall be limited to the official representative of each provincial member. Where a member's actual travel costs exceed the allowed reimbursement amount, the balance of the traveling expenses will be the provincial member's responsibility.

## 4.3. REGISTRATION FOR NATIONAL CHAMPIONSHIPS

The registration fees for national championships, is the amount payable by a member body to enable participation in a National Championship. The registration fees aim to recover the ASSOCIATION 's direct cost of the National Championship. The costs include the cost of travel of the ASSOCIATION 's representative(s) to the championships, the cost of medals, etc.

## 4.4. OFFICIALS TRAVEL EXPENSE ALLOWANCE

- 4.4.1. The officials travel expense allowance is used to pay officials for the travel costs to- and from- National Championships. The official's committee travel is seen as a direct event cost, which must be recovered from the cost of the national

championships. This is a direct cost apportioned to the provinces participating and passed on to the individual team members competing in the championships.

- 4.5. The host province must recover the officials traveling allowance through the team fees of participating provinces. The Officials traveling allowance is to be paid after the championships by the Treasurer of the ASSOCIATION for the credit of the Officials Committee. The Officials will in-turn be compensated by the Officials Treasurer for travel expenses on a cost-per-kilometre basis.

## 5. PROCEDURES AND TIMES AT WHICH FEES ARE PAYABLE

- 5.1. The Treasurer shall send a notice of annual fees payable during July of each year to all provincial members and confirm that the proof of payment by them must be sent to him.
- 5.2. The Provincial Member's must deposit the funds directly into the ASSOCIATION 's bank account. A copy of the deposit slip or electronic fund transfer must be sent to the Treasurer to confirm the payment.
- 5.3. The annual fees that are payable by member bodies, must be paid on or before the 31st of July of each year into the ASSOCIATION 's bank account. Amounts payable in respect of new registrations must be paid to the ASSOCIATION within 30 days of registration.
- 5.4. If a provincial member fails to meet its financial and administrative obligations on time and in accordance with the prescribed provisions, they will automatically be denied further participation in the activities of the ASSOCIATION. The Executive Committee must investigate the matter and also impose a fine of R500.
- 5.5. If a provincial member's financial obligations and any penalties imposed have not been paid before the start of the next Annual General Meeting, the provincial member in question will not have voting rights at that Annual General Meeting.

## 6. REGISTRATION PROCEDURES OF INDIVIDUAL MEMBERS

- 6.1. The ASSOCIATION 's Registry Officer is responsible for the registration of individual members and keeping a register of those Individual Members as well as a Name and Address list of Angling Clubs. The register and the name and address list of angling clubs must contain the information on individual members and clubs as applicable during the annual registration. Provincial Members are required to send interim address and phone number changes of individual members to ensure that the ASSOCIATION 's Registry Officer can update the register.
- 6.2. In order to meet the requirements of SRSA and the SASCOC and the ASSOCIATION 's individual membership list, the register information of Individual members must at least contain the following details:
  - 6.2.1. Member's register number.
  - 6.2.2. Full name contained in the identity document.
  - 6.2.3. Identity number.
  - 6.2.4. POC ("person of colour") indicator.

- 6.2.5. Type of Member (Master, senior man, woman, junior male, junior female).
- 6.2.6. Full home address.
- 6.2.7. Telephone contact numbers and e-mail address.

6.3. The procedure for the registration of individual members is the following:

- 6.3.1. The Angling Club Member's Registration Form must annually be completed by each club member and handed in before the 1<sup>st</sup> July. The province's registry official must receive a copy of each member's identity document. In the absence of new member's registration information, the member information as at 31<sup>st</sup> July of the previous year will be used by the angling club.
- 6.3.2. The provincial registry officer must ensure that the clubs' members' registration form and the identity details of the individual members are completed correctly. Any incorrect or missing information on the form must be obtained from the provincial registry officer from the clubs. A copy of the identity documents must be filed with the provincial registry officer in case of any queries.
- 6.3.3. The prescribed Provincial Member's Registration Form (spread sheet or hard copy) must then be compiled from the club registration forms. The provincial member's registration form must be sent together with a summary of the provincial register of members, on or before the 31<sup>st</sup> July of each year, to the ASSOCIATION 's Register Officer.
- 6.3.4. The provincial registry officer must provide to the ASSOCIATION 's Registry Officer, on or before 31<sup>st</sup> July of each year, the Official Name and Address list of that province's Angling Clubs.

6.4. Angling Clubs must submit a supplementary Angling Club Members Registration Form, which provides for the actual member's details as contained on 15<sup>th</sup> January, on or before the 31<sup>st</sup> January of each year, to its provincial registry officer. The Provincial Registry Officer shall verify the information provided and supply the necessary documents to the ASSOCIATION 's Registry Officer on, or before, the 15<sup>th</sup> February of that year. The documents required will be:

- 6.4.1. New Provincial Members Registration Form.
- 6.4.2. Summary of Provincial Register of Members.
- 6.4.3. Name and address list of angling clubs.

6.5. The provincial registry officer must also obtain copies of the summary of the provincial register of members that was sent to the ASSOCIATION's Register Officer. This, for sending to the ASSOCIATION 's Treasurer for cross checking that payment for the registration of new members has been acknowledged as received.

6.6. The ASSOCIATION 's Registry Officer shall, after receiving the Provincial Members Registration forms compile a register of Individual members. Furthermore, from the provincial angling lists supplied he will compile a Name and Address list of all provincial angling clubs.

6.7. After the allocation of members' register numbers to all individual members, the Registry Officer must send a provincial registration list to each provincial member.

6.8. A copy of the Register of individual members must be submitted to the official's committee. A copy of the ASSOCIATION 's register summary of membership must be sent to the

Secretary of the Con Federation for incorporating that information into the con Federation's business plan.

- 6.9. For the affiliation of individual members during the year, the same procedure must be followed as for the bulk registration procedure of members at the beginning of the year. Provincial members must pay all the necessary fees in respect of new registrations, within 30 days after registration and proof of payment sent to the Treasurer as confirmation.

## 7. PROCEDURE FOR APPLICATION FOR ANGLING RECORDS

There are two categories of records which individual anglers may apply for, namely controlled competition (National Championships and Inter-Provincial Championships) records and open competition records.

- 7.1. In order to apply for a controlled competition record, the following procedures must be followed:
- 7.1.1. Only catches that occurred within the borders of the Republic of South Africa will be considered for an ASSOCIATION record.
  - 7.1.2. Only catches made with artificial baits will be considered for an ASSOCIATION record.
  - 7.1.3. The application for a record must be completed and in the hands of the ASSOCIATION within 90 days after catching the fish.
  - 7.1.4. The angler who caught the fish, and is applying for a record, must be an affiliated member of the ASSOCIATION and the fish must have been caught in an ASSOCIATION controlled competition.
  - 7.1.5. The fish must be weighed by an official.
  - 7.1.6. The leader and line thickness should be measured by an official with a micro meter. The measurement must be made at three places, two meters apart.
  - 7.1.7. The official concerned, shall certify that the leader and line meet with the specified line requirements. It is not necessary that the leader and line with which the record was captured, accompanies the record application.
  - 7.1.8. The zone official, or official in charge, shall certify the catch by completion of the "Certificate of catches" form during the competition. This form must be completed in duplicate and handed over to the angler. The angler's affiliation details must be recorded on the certificate in order to confirm the record category and their affiliation.
  - 7.1.9. A junior record can be applied for if the angler was younger than 18 years at the time of the catch.
  - 7.1.10. The angler must apply through his angling club using the provincial records official to register the catch as an ASSOCIATION record with the SABAA records official.
  - 7.1.11. The provincial records official must forward the application to the ASSOCIATION 's records official to apply for recognition of the record. The "Certificate of catches" form completed during the competition, in duplicate, must accompany the application.
- 7.2. A registered affiliated member who has made a catch during a controlled competition, club competition or during a social fishing session, may apply for an open record. The procedure for the application of an open record is as follows:



- 7.2.1. Only a catch made in the Republic of South Africa's borders, will be taken into consideration.
- 7.2.2. Only a catch made with recognised artificial bass angling tackle will be considered for an ASSOCIATION record.
- 7.2.3. The application for the record must be completed and in the hands of the ASSOCIATION within 90 days after the fish has been caught.
- 7.2.4. The catch must be weighed on a certified scale. The weight of the fish must be certified as well as details of where the scale used to weigh it is held.
- 7.2.5. Two photos must be taken of the fish in accordance with the procedure in the ASSOCIATION 's official record book. A photo must be taken of the fish compared to a recognizable item and the second photo of the angler and his catch. If an angler, during a controlled competition, catches a fish that exceeds the current open record, the angler can apply for a new open record. In such a case the photographs replace an official's certification of the fish.
- 7.2.6. Affidavits must be taken from witnesses who witnessed when the fish was caught.
- 7.2.7. A junior record can be claimed if the angler was younger than 18 years at the time of the catch.
- 7.2.8. The angler must apply through his angling club, using the provincial records official to register the catch as an ASSOCIATION record with the ASSOCIATION 's records official. Completion of the registration form for an open record must be in duplicate, and supplied together with the necessary supporting documents as defined. Only then will the application for a record be considered.

## 8. ADVANCES AND SUBSIDIES TO TEAMS

- 8.1. The payment will be made to the organizers or service provider provided the funds required for the purpose have already been paid by the team management/team members into the ASSOCIATION 's bank account.
- 8.2. Due to limited funding, the ASSOCIATION will endeavour to make a contribution to the cost for teams participating locally or internationally, based on the budget that is adopted at the AGM.
- 8.3. POC or members from previously disadvantaged communities can be subsidised from funds received from lottery or Sport and Recreation South Africa for this purpose.
- 8.4. In order to apply for funds from Sport and Recreation South Africa and Lotto, the ASSOCIATION 's Treasurer shall, in consultation with the Development Official and the International Coordinator, be responsible for the submission of development projects and international participation projects. These applications for funding must be presented to the SASACC before the 28<sup>th</sup> of February of each year.

## 9. AUDIT OF FINANCIAL STATEMENTS

A copy of the audited financial statements must be submitted to the Treasurer of SASACC on an annual basis after their approval at the Annual General Meeting of the ASSOCIATION.

## 10. MERIT AWARDS FOR ACHIEVEMENTS

- 10.1. The ASSOCIATION gives annual recognition to administrators and anglers who have given valuable and longstanding service to the sport of organized angling. Individuals, who meet the performance standards set out in the table of merit awards, may be nominated by a Provincial Executive Committee, ASSOCIATION Executive Committee and/or Section/Discipline Committee for such awards.
- 10.2. Candidates may be nominated in five categories for merit awards, namely:
  - 10.2.1. Service on the ASSOCIATION and/or Section/Discipline Committee Managements
  - 10.2.2. Service on Provincial Authorities of Members Bodies
  - 10.2.3. Selection to National Protea and Springbok (as selected in the past) teams
  - 10.2.4. Participation in National Championships
  - 10.2.5. National Individual Championship Winners
- 10.3. Merit awards will be distributed, depending on the award presented, at the ASSOCIATION 's National Colour Evening or at National Championships or at the ASSOCIATION's Annual General Meeting.
- 10.4. All living persons qualify to be nominated, regardless of whether the person is actively engaged in competitive angling.
- 10.5. Nominations for the ASSOCIATION 's Merit Awards shall be made on the official nomination form. Completed nomination forms must reach the Secretariat at least 60 days before the National Colours Evening takes place each year. In order to ensure that all nominations reach the ASSOCIATION and are not lost nominations must be sent by registered mail or email. The deadline for submission of nominations cannot be extended as certificates and/or trophies need to be prepared.
- 10.6. Incomplete nomination forms or nominations that have arrived after the deadline will not be considered by the ASSOCIATION and will be referred back to the provincial member or Section/Discipline committee. Such awards will then only be considered at a later stage.
- 10.7. As the ASSOCIATION is unable to verify all the information on the nomination form, provincial members and Section/Discipline committees must take full responsibility for the correctness of the nomination forms. Only the information on the nomination form will be considered and separate attached CVs and other information will not be accepted.
- 10.8. Separate nomination forms must be completed for each nominee. The same person can be nominated for more than one category on the same nomination form. Nominees will receive only one award per category and qualify for the highest award in that category. For example: A person who has served 18 years on the Executive Committee of the SABAA will only receive a 15 years' certificate and will not receive the lesser award for ten years' service as well.
- 10.9. If the award is to be presented at The National Colours Evening successful nominees and their spouses' function fees will be paid by the ASSOCIATION. Travel and accommodation costs of successful nominees will be for their own account.
- 10.10. The achievements for which merit nominations can be made are given in the following table:

DESCRIPTION	AWARDED AT	AWARD
<p><b>1 SERVING ON SABAA MANAGEMENT</b> (SABAA Management, Section/Discipline &amp; Selection Committees)</p> <p>At least 7 years of service</p> <p>At least 10 years of service</p> <p>At least 20 years of service</p> <p>At least 25 years of service</p>	<p>Colours Evening</p> <p>Colours Evening</p> <p>Colours Evening</p> <p>Colours Evening</p>	<p>Certificate</p> <p>Certificate &amp; Award</p> <p>Certificate &amp; Award</p> <p>Certificate &amp; Award</p>
<p><b>2 SERVING ON PROVINCIAL COMMITTEES</b></p> <p>At least 10 years of service</p> <p>At least 20 years of service</p> <p>At least 25 years of service</p>	<p>AGM</p> <p>AGM</p> <p>AGM</p>	<p>Certificate &amp; Award</p> <p>Certificate &amp; Award</p> <p>Certificate &amp; Award</p>
<p><b>3 PROTEA-SPRINGBOK COLOURS</b></p> <p>Colours in at least 5 separate years</p> <p>Colours in at least 7 separate years</p> <p>Colours in at least 10 separate years</p>	<p>Colours Evening</p> <p>Colours Evening</p> <p>Colours Evening</p>	<p>Certificate</p> <p>Certificate &amp; Award</p> <p>Certificate &amp; Award</p>
<p><b>4 NATIONAL CHAMPIONSHIPS</b></p> <p>Attendance in at least 10 separate years</p> <p>Attendance in at least 20 separate years</p> <p>Attendance in at least 25 separate years</p>	<p>SA Champ</p> <p>SA Champ</p> <p>SA Champ</p>	<p>Certificate</p> <p>Certificate and Bronze</p> <p>Certificate and Bronze</p>
<p><b>5 NAT. CHAMPIONSHIP INDIVIDUAL CHAMPION</b></p> <p>National Champion 2 times</p> <p>National Champion 3 times</p> <p>National Champion 4 times</p> <p>National Champion 5 times and more</p>	<p>SA. Champ</p> <p>SA. Champ</p> <p>SA. Champ</p> <p>SA. Champ</p>	<p>Certificate</p> <p>Certificate and Bronze</p> <p>Certificate and Bronze</p> <p>Certificate and Bronze</p>

## 11. NATIONAL CHAMPIONSHIP VENUES

- 11.1. Host Provinces, when offered the opportunity, in principle can decide which venue/resort will be used for the championships. The championships, however, may not be hosted at a venue that has been declared to be unfit to host national championships by the ASSOCIATION Annual General Meeting.
- 11.2. Although the host province of the championship can make a recommendation on the venue the final decision on its acceptability will rest with the relevant Section/Discipline committee. Host Provinces must formally give notice of the venue at the preceding Annual General Meeting/Half-year Meeting of the ASSOCIATION.
- 11.3. Applications for the approval of a championship venue must be submitted at least 6 months before the start of the National Championships to the ASSOCIATION 's Conservation Official. This official will investigate the angling area, hosting potential and the availability of the necessary infrastructure and make a recommendation to the ASSOCIATION's Executive Committee. After this has happened a final decision on the venue will be taken. The host province will be notified within 30 days of receipt of the application of the Executive Committee's decision.
- 11.4. In order to be declared a national championship venue, the productivity of catches should be properly measured. Periodic ad-hoc or single catches makes it impossible to properly measure a venues performance.
- 11.5. Only catches during ASSOCIATION, or its affiliated member body's competitions, may be used as a standard to determine if a venue is suitable to be used for National Championships. The angling productivity of venues is measured according to National and Provincial official's weigh-in sheets which must be sent monthly by member provinces and the Officials committee to the Conservation Official of the ASSOCIATION. A productivity report must be submitted annually by the Conservation Official to the ASSOCIATION Annual General Meeting.
- 11.6. Applications for a venue to be considered unfit for a National Championship must be presented at the Annual General Meeting or Half Year Meeting of the ASSOCIATION. The decision to declare a venue(s) unfit will be reviewed annually at the ASSOCIATION Annual General Meeting and such venues previously declared unfit may once again be returned to the list of suitable venues if the necessary rehabilitation is agreed to have been undertaken.
- 11.7. The following venues are until further notice declared venues that are not suitable for hosting National Championships:

11.7.1. ?

## 12. NATIONAL CHAMPIONSHIP HOST ROTATION LISTS

- 12.1. The long-term host rotation list will annually form part of the meeting documents of the Annual General Meeting and must be made available to provincial members.
- 12.2. Host Rotation Lists

12.2.1. The host rotation lists for the under-mentioned sections will be distributed on an annual basis by the relevant committee:

- 12.2.1.1. Inter-Provincial/Regional Championships
- 12.2.1.2. Senior National Championships
- 12.2.1.3. Junior National Championships

## 13. PRACTICING PRIOR TO NATIONAL CHAMPIONSHIPS

- 13.1. A twenty-one-day cut-off period shall be in place prior to any of the National Championships, this is calculated from the Official Practice Day. (Should there be a public holiday on the start of the cut-off date, then the cut-off period may be reduced to 20 days)
- 13.2. The Official's Committee will, in advance, allocate each province/division their start/peg allocations for the official practice day, scanning day and for the three tournament days. Details of the start/peg allocations must be included in the official invitation to be sent to the participating provinces/division's by the host committee.

## 14. ANNUAL NATIONAL CHAMPIONSHIPS

### 14.1. COMPOSITION OF THE ASSOCIATION DELEGATION TO NATIONAL CHAMPIONSHIPS

- 14.1.1. The Convenor of the Selection Committee is responsible for the appointment of the ASSOCIATION 's official delegate(s) to the National Championships at least 45 days before the commencement.
- 14.1.2. The ASSOCIATION 's delegate to a National Championship consists of one of the members of the Selection Committee or the Management Committee. A representative shall as soon as possible after their appointment, inform the relevant host province/Division of his arrival to ensure that all accommodation bookings can be finalized, along with administrative and function arrangements.
- 14.1.3. The accommodation costs, meals and function attendance cost of the ASSOCIATION 's representative(s) must be recovered by the host province/division through the team fees. Travel expenses of the delegate(s) will be directly charged to the Treasurer of the ASSOCIATION.
- 14.1.4. The format of the Senior Nationals and Inter Provincials shall be to start on a Sunday (Registration), then Monday (Official Practice Day), Tuesday (Scanning Day), then Wednesday through Friday will be Tournament Days, with Prize Giving held on the Friday Evening.
- 14.1.5. The functions of the ASSOCIATION 's representative(s) at the championships are the following:
  - 14.1.5.1. Attending the captain's information meeting.
  - 14.1.5.2. Attending the opening of the championships.

- 14.1.5.3. The management of the award ceremony.
  - 14.1.5.4. Presentation of the ASSOCIATION merit awards.
  - 14.1.5.5. Announcing the member's names invited to attend the national trials.
  - 14.1.5.6. Explanation of the selector's evaluation processes.
  - 14.1.5.7. Deliver an address during the award ceremony.
- 14.1.6. The official's committee delegation to the National Championships must consist of such numbers as the committee deems necessary. The officials' travel costs, meals and function costs to be recovered by the host province/division through the team fees. Host Provinces must arrange for the official's committee accommodation.
- 14.1.7. The functions of the Officials at the National Championships are as follows:
- 14.1.7.1. Manage the captain's information meeting.
  - 14.1.7.2. The control of the championship's during angling days.
  - 14.1.7.3. The processing of the points and the passing of the required information to the ASSOCIATION delegate(s) and the team managers.

## 14.2. NATIONAL CHAMPIONSHIPS HOST COSTS

- 14.2.1. In order to ensure a reasonable standard in relation to maintaining the status of a National Championships without burdening the anglers with excessive costs, a cost norms structure/template for National Championships has been developed and implemented by the ASSOCIATION. The number of people who are officially allowed to attend the championships, the related activities, and expenses to be included in the team fees are also prescribed by the ASSOCIATION.
- 14.2.2. Details of the cost norms and the number of persons (host helpers, officials, delegates and guests of honour) that may be included in the cost structure are available from the Treasurer of the ASSOCIATION.
- 14.2.3. The host province's expense budget must be on the official costing form of the ASSOCIATION, which is available from the Treasurer. The form must be completed and submitted, at least 90 days before the start of the championships, to the ASSOCIATION Treasurer for approval.
- 14.2.4. The Treasurer should review the cost budget within 30 days of receipt, deal with any discrepancies and approve the budget, notifying the host province accordingly.
- 14.2.5. After receiving approval of the championship budget, the host province or division must then, at least 60 days before the championships send the budget as part of the official invitation to all provinces/divisions that will participate in the championships. Copies of the invitation should be sent to the following ASSOCIATION officials for their information and/or further attention:
- 14.2.5.1. President of the ASSOCIATION
  - 14.2.5.2. Secretary of the ASSOCIATION
  - 14.2.5.3. Treasurer of the ASSOCIATION
  - 14.2.5.4. The ASSOCIATION 's Official delegation
  - 14.2.5.5. Chairman of the Officials Committee

#### 14.2.5.6. Marketing Manager

14.2.6. Within 30 days after the championships, the host province must complete an actual cost of expenses evaluation and provide that report to the Treasurer of the ASSOCIATION with the necessary supporting documents

### 14.3. MEDAL AWARDS AT NATIONAL CHAMPIONSHIPS

14.3.1. Table of awards to be inserted for Inter-Prov's and National Champs

### 14.3.2. Table of Championship Awards:

GROUP	DESCRIPTION	AWARDS	NUMBER
<b>1.</b>	<b>Officials Committee</b>		
	Head Official	Medal Gold	1
	Other Officials	Medal Silver	As needed
<b>2.</b>	<b>Heaviest Species</b>		
	Carp	Medal Bronze	1
	Yellow Fish	Medal Bronze	1
	Mudfish	Medal Bronze	1
	Catfish	Medal Bronze	1
	Tilapia, etc.	Medal Bronze	1
<b>3.</b>	<b>Individual</b>		
	Heaviest Bag for the 3 days	Medal Silver	1
	Most fish for the 3 days	Medal Silver	1
	Ind. Champion 3 <sup>rd</sup> Place	Small trophy & Bronze Medal	1
	Ind. Champion: 2 <sup>nd</sup> Place	Small trophy & Silver Medal	1
	Ind. Champion: 1 <sup>st</sup> Place	Small trophy & Gold Medal	1
<b>4.</b>	<b>Team Awards</b>		
	Team Placing: 3 <sup>rd</sup> Place	Medal Bronze	As needed
	Team Placing: 2 <sup>nd</sup> Place	Medal Silver	As needed
	Team Placing: 1 <sup>st</sup> Place	Medal Gold	As needed
<b>5.</b>	<b>Host Helpers</b>	Memorabilia	4

## 15. REGULATIONS APPLICABLE TO NATIONAL COLOURS

15.1. The King Protea (Protea Gynaroides) is the national sports emblem of all teams to represent South Africa in international competitions. The emblem is registered with the Department of Heraldry and the designs are protected by copyright.



- 15.2. The SASCOC control and regulate all national colours. One of the functions of SASCOC is to ensure that only the registered national Protea emblem is used by bona fide SASCOC sport member bodies, to protect the emblem from abuse, to approve applications for international participation and applications for awarding national colours to anglers.
- 15.3. In terms of an agreement with the SASCOC, they handle all aspects of the licensing and trade with the Protea emblem on merchandise marketed by National ASSOCIATION s. No person or organization, including ASSOCIATION s are entitled to utilize the national emblem, in whatever form, without the written permission of the SASCOC.
- 15.4. National Sports Governing Bodies are entitled to award their own colours and logos and use them as decided upon by the governing body. ASSOCIATION s may however not use the registered Protea logo or any variation thereof, or green and gold colours as ASSOCIATION colours.
- 15.5. The Protea may well be used with the prior approval of the SASCOC in combination with the ASSOCIATION emblem as an administrative logo on its letterhead.
- 15.6. Separate National Protea Colours are awarded to seniors and juniors. Senior colours consist of the Protea badge embroidered in green and gold with a combination of colours of green and gold. The Protea badge is used in conjunction with the logo with the words "South Africa" and the name of the sporting code. The only other wording that is allowed on the arm is "Manager" and/or "Captain".
- 15.7. National Protea Colours are limited to the blazer badge, official tie, scarf, participation clothing and the tracksuit as prescribed by the SASCOC.
- 15.8. The awarding of National Protea Colours is limited to ASSOCIATION s that are members of the SASCOC and which are in good standing with that organization.
- 15.9. National Protea Colours may be granted only if compliant with the following requirements:
  - 15.9.1. If participating in the international competitions is approved by the SASCOC
  - 15.9.2. If national trials were held
  - 15.9.3. The team selection was done according to the established selection procedures/policy of the ASSOCIATION and approved by SASCOC.
  - 15.9.4. If equal opportunities are given for all persons who participated in the trials.
  - 15.9.5. The SASCOC has received the current ASSOCIATION's Selection Policy, Minutes of the selection committee and the merit list.
  - 15.9.6. A copy of the ASSOCIATION 's newest Code of Conduct is submitted to SASCOC.
- 15.10. Colours can only be awarded to anglers who are sufficiently skilled to be participating in the approved competition as a member of the representative team. Colours can also be awarded to the official reserve if it is determined by the rules and regulations of the ASSOCIATION and the relevant International Federation.
- 15.11. If national colours are awarded to an angler and the person cannot participate due to any circumstances, the colours will be withdrawn.
- 15.12. National colours will only be awarded to persons who can prove that they are South African citizens and if they are in possession of a valid South African passport. People who

have only permanent residents or living rights permits will not qualify for national colours.

- 15.13. In the case of a National Protea Teams, the teams must be approved by the ASSOCIATION 's President before submitted to the SASCOG for approval.

## 16. PROCEDURES FOR THE WITHDRAWAL OF A TEAM

- 16.1. If a team member of a National Protea Team or an ASSOCIATION team withdraws from that team, the Convener of the Selection Committee must be informed in writing by registered mail or email of his/her withdrawal. The reasons for the withdrawal must be clearly stated in the letter. Documents in support of the reasons for the withdrawal must accompany the letter. A copy of the letter and the supporting documents must also be sent to the relevant team manager.
- 16.2. All awards such as colours, badges, ties and/or certificates must be returned to the Convenor of the Selection Committee.
- 16.3. If the merits of a withdrawal are accepted by the Selection Committee, the team deposit, trial nomination and team fees already paid will be refunded to the angler. The angler will still be considered for any team in the future. Unspent team fees will be repaid, as far as possible, to the angler.

## 17. INTERNATIONAL TOURNAMENTS

### 17.1. Region 5 Tournaments:

- 17.1.1. Are normally between South Africa, Namibia, Swaziland, Zambia, Mozambique and Zimbabwe and compete against each other annually in an international tournament. The host of the tournament will be on an annual rotation basis.
- 17.1.2. The tournament is conducted according to international angling rules which the participating countries have agreed upon. The rules can be changed only by a joint decision of the executive committees of the participating countries. The international angling rules will be maintained by the ASSOCIATION 's Officials Committee.
- 17.1.3. The official international angling rules do not form part of the Region 5 domestic rules. A copy of the rules will be presented to the team manager by the Convenor of the Selection Committee or International Coordinator.

### 17.2. FIPSeD World Championship Tournaments:

- 17.2.1. South Africa annually participates in the following tournaments hosted by FIPSeD as the international governing body of freshwater angling:
- 17.2.1.1. World Bass Championships – Protea Teams
- 17.2.2. Team members of the National Protea Teams participating in the FIPSeD World Championships, will be responsible for their own costs. SABAA will assist in accordance with the annual budget adopted at the AGM.

- 17.2.3. The official International Angling Rules of FIPSe do form part of the rules of the ASSOCIATION, and a copy can be obtained by the team management from the Chairman of the Section/Discipline Committee.
- 17.2.4. The rotation host country list of the World Championships can be obtained from the International Coordinator by the team management.

## 18. NATIONAL COLOUR AND MERIT AWARDS FUNCTION

- 18.1. The ASSOCIATION will annually hold a National Colours and Awards function in conjunction with National Championships and Inter-Provincial Championships for the purpose of:
  - 18.1.1. Presenting of their colours to the recipients of National Protea and ASSOCIATION colours.
  - 18.1.2. Presenting merit awards for certain identified achievements of individuals who have given valuable and longstanding service to organized angling as well as anglers who have achieved extraordinary accomplishments.
- 18.2. Presenting their colours to the members of teams that have completed their championship commitments during the calendar year.
- 18.3. National Protea and ASSOCIATION Teams will be required to attend the function. The junior ASSOCIATION Teams will receive their colours and certificates during the awards function of the National Junior Championships.
- 18.4. Merit awards will be awarded at the National Colours and Award function to qualifying members. Candidates may be nominated in the following categories:
  - 18.4.1. Years of service on the ASSOCIATION Management and Section/Discipline Committees.
  - 18.4.2. Number of times selected in Protea & Springbok (as selected in the past) teams
- 18.5. The presentation of the function can be assigned by the ASSOCIATION to a host province. The function will always be handled in cooperation with, and under the coordinating hand of, the Treasurer of the ASSOCIATION.
- 18.6. The functions can only be hosted at pre-approved locations. A host rotation list for the hosting of the function will be held by the ASSOCIATION.
- 18.7. The following persons and their spouses will be invited as guests of the ASSOCIATION to the function:
  - 18.7.1. The Management Committee of the ASSOCIATION.
  - 18.7.2. The Chairmen of the Section/Discipline committees.
  - 18.7.3. The committee members of the Sections/Disciplines. These members will be responsible for their own costs.
  - 18.7.4. Selection Committee members of the National Selection Panel and the respective Section/Discipline committees – Section/Discipline committees will be responsible for their selector's costs.

- 18.7.5. The Chairmen of provincial member bodies. Provinces are encouraged to send other Executive Committee members, as an alternative. Each province will be responsible for its own costs to attend the function.
  - 18.7.6. The Executive Committee of the host provinces.
  - 18.7.7. External guests that the Management Committee may decide upon.
- 18.8. The ASSOCIATION will not be responsible for travel costs or the overnight costs of the guests.

## 19. ASSOCIATION CODE OF CONDUCT

- 19.1. The purpose of the ASSOCIATION 's Code of Conduct is to create and implement rules that are there as a standard for recipients of National and ASSOCIATION colours to ensure that team members' behaviour is in accordance with the status of the award.
- 19.2. The Code of Conduct also aims to ensure a standard of uniformity, group unity, discipline and friendship amongst the team members.
- 19.3. National Protea and ASSOCIATION team members must at all-times ensure that their behaviour adheres to the Code of Conduct in order to avoid disciplinary action.
- 19.4. All ASSOCIATION members must take note of the contents of the Code of Conduct and sign it as confirmation that they have read and understood it. It is the affiliated club's responsibility to maintain electronic copies of the signed documents.
- 19.5. It is in the interest of South Africa and the freshwater angling discipline that the behaviour of persons from South Africa and/or representing the ASSOCIATION at all times is above reproach.
- 19.6. If any team or individual breaches the Code of Conduct disciplinary action will be taken at the discretion of the ASSOCIATION's Mancom and the SASACC against such team and/or individual. The ASSOCIATION and SASACC also reserve the right, in certain special circumstances, to withdraw the National Colours of an individual.
- 19.7. Under no circumstances may an angler or official use dishonourable or illegal techniques or methods to enhance the performance of the team or an individual. Unsporting behaviour to obtain an unfair advantage over competitors is not acceptable.
- 19.8. It is the non-negotiable position of the ASSOCIATION and the SASACC that the misuse of alcohol during public appearances while dressed in official apparel is not part of the behaviour/characteristics of a serious sportsman or woman. Team management has a special responsibility in this regard to set the right example.
- 19.9. Unacceptable behaviour has many facets and it is important to give attention to, inter alia, the following aspects:
  - 19.9.1. Team dress-code at the departure or arrival of a team - team members will be uniformly dressed in a national tracksuit or team apparel.

- 19.9.2. Behaviour of team members, whether in competition or relaxing must always adhere to acceptable standards. Team members must be dressed neatly at all times.
  - 19.9.3. The general behaviour of team members must always be beyond reproach. Team members must pay particular attention to their language, noisy or distracting actions (even when victory is being celebrated), vulgar language, etc. Such behaviour is not acceptable.
  - 19.9.4. There must always be respect shown to fellow travellers on airplanes, in public places, hotels, towards hosts, hotel staff, etc.
  - 19.9.5. Other persons and the team's property must always be respected.
  - 19.9.6. Table manners and respect for speakers at official functions must be impeccable.
- 19.10. Team management must ensure that when participating in a foreign country, they must adapt to different cultures, languages, media and human relations. They should always act consistently and responsibly and, in this regard, it is the team management's responsibility to provide guidance to younger and/or less experienced team members.