

THE CONSTITUTION GOVERNING THE EASTERN GAUTENG HOCKEY ASSOCIATION

1. NAME

The body shall be called the Eastern Gauteng Hockey Association (“the Association”).

2. DEFINITIONS

- 2.1 The term “South Africa”, where used in the Constitution, shall mean the Republic of South Africa as constituted on 31 May 1961.
- 2.2 The term “Hockey”, where used in the Constitution, shall embrace field and indoor hockey.
- 2.3 The term “Province”, where used in the Constitution, shall mean the geographical areas of the Association as recognized by the South African Hockey Association.
- 2.4 The term “Members”, used in the Constitution, shall mean:
 - 2.4.1 Member clubs of the Province/Units existing at 30 September 1992, known as:
 - 2.4.1.1 Eastern Transvaal Men’s Hockey Association;
 - 2.4.1.2 South Eastern Transvaal Women’s Hockey Association;
 - 2.4.1.3 Witwatersrand Women’s Hockey Board.
 - 2.4.2 Following the adoption of the Constitution, members of those clubs affiliated to the Provinces/Units.
- 2.5 The term “Affiliate Members”, used in the Constitution, shall mean:
 - 2.5.1 The Youth Hockey Forum;
 - 2.5.2 The Tertiary Institution Hockey Association;
 - 2.5.3 The Masters Hockey Association.
- 2.6 South African Hockey Association (SAHA) means the Controlling Association of Hockey at all levels in South Africa in accordance with the Statutes of the International Hockey Federation (FIH).

3. OBJECTIVES

The objectives of the Association shall be:

- 3.1 To control, promote and develop Hockey at all levels in the Province in accordance with the Statutes of the FIH and SAHA.
- 3.2 To support and maintain the rules of the game of Hockey as determined by the FIH and in accordance with the spirit of the Olympic Movement.
- 3.3 To advance the interest of Hockey in the Province.
- 3.4 To do all things that may be directly or indirectly conducive to these objectives.

4. MEMBERSHIP

Membership of the Association on the date of adoption of the Constitution shall comprise the Members and the Affiliate Members.

5. ORGANISATION

- 5.1 The affairs of the Association shall be controlled by the Members in General Meetings.
- 5.2 Council, as defined in 6, shall determine the policies of the Association and shall be responsible and accountable to the Members.
- 5.3 The policies of the Council shall be affected and implemented by the Executive, as defined in 7.

6. COUNCIL

- 6.1 Council shall be constituted as follows:
 - 6.1.1 The Executive;
 - 6.1.2 The Members, each represented by two persons;
 - 6.1.3 The Affiliate Members, each represented by two persons.
- 6.2 Council shall elect the Chairperson and the Vice Chairperson who shall serve as the President and Vice President of the Association respectively. Should the elected President be male the elected Vice President shall be female and should the elected President be female then the elected Vice President shall be male.
- 6.3 The Council shall meet no less than twice per year.

7. EXECUTIVE

- 7.1 The Executive shall be responsible to the Council for the implementation and execution of the policies and decisions of Council.
- 7.2 The Executive shall consist of twelve persons, namely:
 - 7.2.1 The President of the Association, who shall serve as the Chairperson of the Executive;
 - 7.2.2 The Vice President of the Association, as elected in terms of clause 6.2;
 - 7.2.3 The Treasurer;
 - 7.2.4 The Chairperson of the following Sub Committees:
 - 7.2.4.1 Development;
 - 7.2.4.2 Coaching;
 - 7.2.4.3 Field Hockey;
 - 7.2.4.4 Indoor Hockey;
 - 7.2.4.5 Rules and Technical aspects of Hockey;
 - 7.2.4.6 Facilities and Equipment;
 - 7.2.4.7 Sponsorship and Fundraising;
 - 7.2.5 Youth Forum Representative.
- 7.3 For an initial period of two years reckoned from the date of adoption of the Constitution or the date of the election of the first office-bearers of the Executive in terms of the Constitution, whichever is the later, the Executive shall consist of an equal number of men and women.
- 7.4 Subject to the approval of the Executive, the Chairperson shall have the right to co-opt any other person or persons to assist the Executive in the execution of specific duties. Such person or persons shall be required to attend meetings of the Executive for the specific business for which he or she was co-opted and may only vote on issues relating thereto.
- 7.5 The Executive shall meet not less than 4 times per annum.

8. GENERAL MEETINGS OF THE ASSOCIATION

- 8.1 It shall be incumbent upon the President to ensure that a general meeting of the Members and the Affiliate Members is held every year on such date and at such venue as may be determined by the Council.
- 8.2 Notice of such meeting shall be posted not later than 21 (twenty one) days prior to the date of such meeting, to the Honorary Life Vice Presidents of the Association, the Executive, the members, the Affiliate Members and such other persons entitled to receive notice. The notice shall be accompanied by an Agenda of business to be conducted at the meeting, minutes of the

previous General Meeting and one copy of the annual financial statements for the period ended 30 September of that year.

- 8.3 The President, and in his/her absence, the Vice President of the Association, shall serve as Chairperson at all General Meetings.

9. ANNUAL GENERAL MEETING

9.1 The Agenda for the Annual General Meeting shall be as follows:

- 9.1.1 Presentation of Credentials;
- 9.1.2 Approval of the Notice of Meeting;
- 9.1.3 Apologies;
- 9.1.4 Confirm the appointment of delegates of the Members and the Affiliate Members of Council;
- 9.1.5 Ratification of minutes of the previous Annual General Meeting;
- 9.1.6 Matters arising from the previous Annual General Meeting;
- 9.1.7 Receive the President's report on the activities of the Association for the period under review;
- 9.1.8 Receive, consider and approve the audited annual financial statements for that year;
- 9.1.9 Election of Honorary Vice Presidents where nominations have been received;
- 9.1.10 Election of officers referred to in 11.2;
- 9.1.11 Any proposals from the Members and/or the Affiliate Members which have been received in time for inclusion on the Agenda;
- 9.1.12 Any other business set for discussion by the Council.

10. SPECIAL GENERAL MEETING

- 10.1 Upon a written notice made by the Members and/or Affiliate Members with a total of not less than 25% of votes in Council, a Special General Meeting shall be convened. The Agenda shall express the purpose of the meeting to be called and no business other than that which is specified shall be transacted at the Special General Meeting.
- 10.2 Notice of a Special General Meeting shall be posted not later than 21 days prior to the date of such meeting to all persons entitled to receive notice of such Meeting. The notice shall be accompanied by an Agenda of Business to be conducted at the Special General Meeting.
- 10.3 Attendance at Special General Meetings shall be restricted to delegates of the Members, Affiliate Members and any other persons who the Executive may deem fit to invite. The Members and the Affiliate Members may send as many delegates as they wish at their cost provided that the names of such delegates are submitted in writing prior to the Special General Meeting.

11. NOMINATIONS AND ELECTION OF OFFICERS

- 11.1 The Members of Council shall comprise the persons set out in 6. The following Officers shall be nominated and elected annually;
- 11.1.1 The President;
 - 11.1.2 The Vice President;
 - 11.1.3 Treasurer of the Association;
 - 11.1.4 A maximum of eight (8) other persons forming the Executive.

- 11.2 Annually the Executive, the Members and the Affiliate Members shall be entitled to nominate persons for election as officers as set out in 11.1 hereof. The nominations must be received by the Association not less than 21 (twenty one) days before the Annual General Meeting and must be accompanied by the written acceptance of the nominee.
- 11.3 The persons entitled to vote at the Annual General Meeting shall, from the nominations submitted, elect the officers referred to in 11.1.
- 11.4 The persons entitled to vote at the Annual General Meeting may elect by simple majority Honorary Vice Presidents. Such elections shall be held by secret ballot.

12. **REGISTRATION**

- 12.1 The Members and the Affiliate Members shall maintain a register of their players and only players so registered shall be eligible to play Hockey under the auspices of such Member and Affiliate Member.
- 12.2 A schedule of names of the registered players shall be submitted by the Members and the Affiliate Members to the Headquarters of the Association at a date determined by Council and advised to the Members and the Affiliate Members.

13. **VOTING**

- 13.1 At the Annual General Meeting or Special General Meeting, the number of votes shall be allocated as follows:
 - 13.1.1 In the event of any Members having less than 10 playing teams, and more than 5 teams, those Members shall have 2 votes;
 - 13.1.2 In the event of any Members having less than 5 teams, those Members shall have 1 vote;
 - 13.1.3 Each Affiliate Member shall have 1 vote.
 - 13.1.4 Each member of the Executive shall be entitled to 1 vote.
- 13.2 At Council the voting shall be as follows:
 - 13.2.1 The President shall have 1 vote;
 - 13.2.2 The Vice President shall have 1 vote;
 - 13.2.3 The Secretary shall have 1 vote;
 - 13.2.4 The Treasurer shall have 1 vote;
 - 13.2.5 The Executive shall each have 1 vote;
 - 13.2.6 The Members shall have the votes set out in 13.1.1 and 13.1.2;
 - 13.2.7 The Affiliate Members shall have the votes set out in 13.1.3.
- 13.3 At Executive Meetings each member of the Executive present shall be entitled to one vote. The President shall not have a casting vote.

14. **QUORUMS**

- 14.1 For Annual General Meetings, Special General Meetings and Council Meetings, a Quorum shall consist of at least 50% of the total membership plus one, provided that if such Quorum is not present within half an hour of the time appointed for the meeting, the Meeting shall stand adjourned for 7 (seven) days from the appointed hour. At such adjourned Meeting the Members present shall constitute a Quorum.
- 14.2 For Executive Meetings a Quorum shall consist of 50% of the Executive plus one, provided that if such Quorum is not present within half an hour of the time appointed for the meeting, the Meeting shall stand adjourned for 7 (seven) days from the appointed hour. At such adjourned Meeting, the members of the Executive present shall constitute a Quorum.

15. FINANCE

- 15.1 Each Member shall pay an annual subscription to the Association as determined by the Executive.
- 15.1.1 Prior to the formation of the Association the Executive committee of the bodies seeking amalgamation shall prepare a scheme of amalgamation for the transfer of assets and liabilities to the Association. This scheme shall be submitted to the new Executive at its first meeting for approval and given effect to within such time as the Council may deem fit.
- 15.1.2 The Executive shall have the power to impose an affiliation fee on each registered player, or a capitation fee for each player and may at its discretion impose a different fee for male and female players and teams, for indoor and outdoor players and teams, or for junior (school) players.
- 15.1.3 The Executive shall have the power to impose separate affiliation or capitation fees for clubs or teams or players who participate only in indoor hockey.
- 15.1.4 The amount of the affiliation or capitation fees shall be determined annually by Executive at its first meeting after the Annual General Meeting of the SAHA.
- 15.2 The Financial year end of the Association shall be 30 September each year.
- 15.3 Area of Operation:
As required in terms of the fund-raising act, 1975, the area in which contributions may be collected and in which services may be rendered, shall be the Republic of South Africa.
- 15.4 Accounts:
- 15.4.1 The Treasurer shall keep proper books of account and record the income and expenditure of the Association and shall at the close of each financial year cause to be prepared and audited Annual Financial Statements for that year which shall be approved by the Executive and ratified by Council.
- 15.4.2 The Annual Financial Statements shall be submitted to the Association's Auditors for audit and copies of the audited statements shall be circulated to the Members.
- 15.4.3 On approval by the Executive and ratification by Council a signed audited copy of the Financial Statements shall be affixed in the Minute Book of the Association.
- 15.5 Bank Accounts:
- 15.5.1 The Treasurer shall conduct an account in the name of the Eastern Gauteng Hockey Association at a recognised banking institution. Cheques shall be signed by any two authorised signatories approved by the Executive.
- 15.6 Funds:
- 15.6.1 Funds of the Association as deemed by the Executive to be in excess of current requirements may, and all funds held in trust for or on behalf of members, be invested from time to time in the name of the Association with a registered deposit taking institution.

16. AMENDMENT TO THE CONSTITUTION

- 16.1 The Constitution of the Association shall not be altered except at a Special General Meeting called for the purpose, and no alteration shall be made to the Constitution of the Association unless supported by not less than $\frac{2}{3}$ ^{rds} (two thirds) of the total vote of those present, or represented by proxies, and eligible to vote.
- 16.2 Notice of the intention to amend, rescind or add any article or provision of the Constitution shall be given by a Notice posted not less than 30 days prior to the date of the Meeting to those entitled to receive such notice.

17. AMATEUR STATUS

17.1 The Association and the Members and Affiliate Members will be bound by the conditions as set out in the FIH and SAHA Bye-Laws.

18. COLOURS

18.1 The official colours of the Association shall be Red and Blue with White.

19. MISCONDUCT AND DISCIPLINE

19.1 The Members and Affiliate Members shall at all times:

19.1.1 abide by the provisions of the Constitution and the Bye-Laws, and the rules and regulations framed and promulgated in terms thereof;

19.1.2 conduct their own affairs in the best interests of the Association and Hockey;

19.1.3 insofar as is applicable, procure and ensure that their respective representatives, club officials and players, comply and abide by the Constitution, Bye-Laws, and rules and regulations and conduct themselves appropriately with a view to maintaining the best interests of the Association and Hockey.

19.2 Without derogating from the generality of the a foregoing provisions, the Association from time to time, and always consistent with the Rules of the FIH and SAHA by which it is bound, may frame, adopt and promulgate its own Bye-Laws for the purpose of maintaining the best interests of the Association and Hockey and for governing misconduct. Such Bye-Laws may include the appointment of a disciplinary committee and its method of constitution and powers.

19.2.1 Any Member or Affiliate Member guilty of any breach of a provision of the Constitution or the Bye-Laws, or any official or player who brings Hockey into disrepute shall be liable to discipline by the Executive at its sole discretion.

19.2.2 Where any Member or Affiliate Member has not disciplined any official or player, for a breach of the provisions of the Constitution, Bye-Laws, rules and regulations, or in the opinion of the Executive does not properly discipline such person for a breach as aforesaid, the Executive may require the official or the player duly represented and the Member or Affiliate member concerned to appear before it for the purpose of enquiring into the alleged conduct and, if necessary, may discipline such official or player.

19.2.3 Where any Member or Affiliate Member disciplines any official or player falling under its control and/or jurisdiction, such official or player shall, subject to prepayment of the appropriate fee laid down by the Executive from time to time, have the right to appeal to the Executive.

19.3 At any disciplinary or appeal hearing, the Executive shall adopt such rules of procedure as laid down in the Bye-Laws or, in the absence thereof, such rules as to it may appear appropriate.

19.3.1 In the event of it being found that:

19.3.1.1 a Member or Affiliate Member is guilty of breach of the Constitution or Bye-Laws, rules and regulations framed hereunder, or of conduct which could bring Hockey into disrepute the Executive may in its discretion impose a monetary fine and/or suspension, provided that no such fine shall exceed treble the annual subscriptions payable by such Member or Affiliate Member for the year in which such Member or Affiliate Member is found guilty;

19.3.1.2 an official or player is guilty of misconduct, the Executive may fine or suspend such official or player from participation in the playing or administration of Hockey for such period as it, in its sole discretion, shall determine.

19.3.2 Every Member or Affiliate Member shall ensure the effectiveness of any disciplinary

action imposed in terms of this Section and preclude any such disciplined official or player from participating in Hockey during the period of suspension in its area of jurisdiction.

19.3.3 Every disciplinary meeting or appeal hearing held by the Executive shall be reported to the next Council Meeting.

20. INDEMNITY CLAUSE

- 20.1 Any action instituted by or against the Association shall be taken or defended in the name of the Association and no member of the Association shall be personally liable for any debts or obligations, irrespective of the manner incurred.
- 20.2 Any Member or Affiliate Member of the Association shall be indemnified by the Association, and it shall be the duty of the Association, out of its funds to pay all costs, losses and expenses which any Member or Affiliate Member or other Officer may incur or may become liable for by reason of any contract entered into or any act or deed done in any way in the discharge of his duty. No Council Member or other Officer or employee of the Association through the insufficiency or deficiency of any security in or upon which any of the monies of the Association shall be deposited shall be liable for any loss, damage or misfortune whatever shall happen in the execution of the duty of the person concerned unless the same happens through his own wilful act or default.
- 20.3 The Association shall under no circumstances whatsoever be liable for injury or losses sustained by any player, non-player or association affiliated to the Association.

21. PUBLIC STATEMENTS

- 21.1 The official mouthpiece of the Association shall be the Executive and all releases to the Press, Radio or Television shall be authorised by the Executive before any such release is made. However, for the sake of good order only the President (or appointed Deputy) may make such statements.
- 21.2 No registered player or other official whosoever shall make any public statement on behalf of the Association without the prior approval of the Executive.

Members of all sub-committees of the Executive shall not divulge any matters of discussion to the Press, Radio or Television.

22. MINUTES OF MEETINGS

Record:

- 22.1 Minutes shall be kept of all resolutions and proceedings of all meetings in a book provided for the purpose and such minutes shall, on questions put and vote taken thereon, either at the meeting or at some subsequent meeting, be signed by the President of the meeting.
- 22.2 When signed by the President the minutes shall be conclusive evidence of the correctness of the entries therein. Included in this record of minutes shall be copies of all minutes of any sub-committee of the Executive and any reports prepared by the Executive.
- 22.3 If upon dissolution of the Association there remain any assets whatsoever after the satisfaction of all its debts and liabilities, such assets shall not be paid to or distributed among its Members, but shall be given to SAHA.