



Referee's Association

Constitution

	RingballSA Ref Ass Constitution			
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1. NAME

The name of the association is Ringball South Africa Referees Association, hereinafter referred to and known by acronym "RSARA".

2. DEFINITIONS

- 2.1. Whenever referred to in the singular in the constitution, it also indicates the plural and vice versa.
- 2.2. Where a reference has been made to the masculine gender, it also refers to the feminine where applicable.
- 2.3. The following shall mean:

Executive committee: Means the executive committee of the Ringball South Africa Referees Association as constituted from time to time in terms of this constitution.

GM: Any general meeting of the membership held in accordance with the provisions of this constitution.

AGM: Annual general meeting of the membership held in accordance with the provisions of this constitution.

SGM: Special general meeting of the membership held in accordance with the provisions of this constitution.

Days: When any particular number of days is prescribed for the doing of any act, the same shall be reckoned exclusively of the first and inclusively of the last day, unless the last day happens to fall on a Saturday, Sunday or on a public holiday, in which case the days shall be reckoned exclusively of the first day and exclusively also of every such Saturday, Sunday or public holiday.

WADA: The World Anti-Doping Agency.

SASCOC: The South African Sports Confederation and Olympic Committee as defined in the Sports and Recreation Act, 1997 (as amended).

RingballSA: The ringball South Africa National body.

RSARA Ringball South Africa Referees Association

3. AIMS AND OBJECTIVES

The aims and objectives of the RSARA are:

- 3.1. To affiliate with the acknowledged national controlling bodies.
- 3.2. To develop and promote ringball referees within South Africa, as set by RingballSA.
- 3.3. To strive for the development of ringball referees in schools, universities, colleges, Federations, districts and clubs.
- 3.4. To protect and promote the interest of the referees in the game of ringball as top priority.
- 3.5. To ensure that the ban on the use of steroids, illegal substances, or medication as listed by the Medicine Board of the International Olympic Committee, is adhered to as per listed address: www.wada-ama.org/en/Wolrd-Anti-Doping-Programs.
- 3.6. To ensure that in the game of ringball and the management thereof, there is no discrimination on grounds of colour, gender, religion or political views.

4. RELATED DOCUMENTS

- 4.1. **RSARA** regulations
- 4.2. Executive committee duties
- 4.3. RingballSA Constitution and Regulations
- 4.4. RingballSA Code of Conduct
- 4.5. SASCOC Code of Conduct

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5. MEMBERSHIP

5.1. General membership

For RingballSA referees, membership of the RSARA can be obtained by one of the following methods of affiliation:

- By registering at one of the RingballSA provincial federations or affiliated ringball districts.
- By registering at the RingballSA Schools' Referees Association (This applies to scholars and officials who are only active during the third school term).

5.2. RingballSA referees

Shall be those members as defined by their geopolitical areas and made up of their provincial or district structures, as set out in this constitution, and as such they shall be obliged to promote, develop and participate as referees in the sport as well as to ensure the development of referees through constructive coaching and capacity building.

The current ordinary members in the RSARA shall be all provincial or district referees associations affiliated to RingballSA.

5.3. General

- 5.3.1. In the case of an unsuccessful application, the applicant shall be notified thereof within **fourteen (14) days**, and the applicant may re-apply after a period of **six (6) months** from date of initial membership declination.
- 5.3.2. Persons found unsuitable for membership to the RSARA may not in any way be involved as a ringball referee for any RingballSA provincial federation or district referees association within South Africa.

6. POWERS

- 6.1. All the RSARA matters are coordinated and administered by the executive committee who reports to the AGM.
- 6.2. The RSARA shall have all powers as may be necessary or reasonably required in law to achieve its objectives as set out in 3 above, and for its proper and efficient functioning and administration, it shall have the following powers:
 - 6.2.1. To administrate and coordinate RingballSA referees at national level in South Africa.
 - 6.2.2. To appoint representatives or delegates in agreement with the requirements of RingballSA as stated in 3.1.
 - 6.2.3. To oversee the ringball rules and ensure to have the rules uniformly interpreted, assist with coaching and training of referees at provincial federation and district levels to improve the abilities of RingballSA referees at all levels within South Africa.
 - 6.2.4. To enforce the playing rules as lay down by the International Ringball Federation.
 - 6.2.5. To set up mentors and mentoring programmes to assist ringball provincial federation and district referees associations to assist in any referee matters.
 - 6.2.6. To support provincial ringball federation and district referees associations to identify, develop and qualify referees for all levels.
 - 6.2.7. To initiate referee development programmes for provincial ringball federations and districts to implement.
 - 6.2.8. To coach identified provincial federation referees and to qualify them as RingballSA referees.
 - 6.2.9. To mete out discipline in terms of the stipulations as described in this constitution, the code of conduct and the regulations.
 - 6.2.10. To act in any legal way in order to fulfil the aims and objectives of the RSARA.

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6.2.11. To initiate referee development programmes for provincial ringball federations and districts to implement.

6.2.12. To hear appeals against rulings of referees, with the exception of suspensions and disputes involving executive committee members that are directly referred to the appeals board.

7. FINANCE

7.1. All financial matters are handled, controlled and budgeted by RingballSA. The RSARA shall provide RingballSA with the necessary information when requested to assist in the allocation within the budget for the activities deemed necessary. Provided that nothing herein contained shall preclude the payment in good faith to an affiliate or any other person in respect of:

7.1.1. reasonable agreed remuneration for the services actually rendered on behalf of the RSARA.

7.1.2. reimbursement of actual costs, expenses or other commitments incurred on behalf of the RSARA.

Furthermore:

7.1.3. All payments shall be authorised by any two (2) duly authorised persons appointed by the executive committee.

7.1.4. All requests for payments or funding shall be authorised by the chairperson

7.2. The RSARA is prohibited from carrying on any business undertaking or trading activity, other than to the extent that the undertaking or activity is:

7.2.1. integral and directly related to the sole object of the RSARA

7.2.2. carried out or conducted on a basis substantially the whole of which is directed towards the recovery of costs and which would not result in unfair competition in relation to taxable entities

7.2.3. is not integral and directly related to the sole object of the RSARA or it should be of an occasional nature and undertaken substantially with assistance on a voluntary basis without compensation.

8. INDEMNITY

8.1 The RSARA will assume responsibility for any claims made against members of the executive committee, unless the members in question are proven to have acted negligently, dishonestly, displayed ill will, or to have behaved in a manner that contravenes the RingballSA code of conduct.

8.2 All members of the executive committee will be indemnified by the RingballSA against any losses and expenses incurred whilst acting in good faith in the execution their duties. 8.3 Members of the executive committee will be indemnified by the RingballSA against financial losses that may occur because of legal action taken against them through the execution of their management duties of the RSARA. This indemnity shall not be extended to actions outside of their duties and responsibilities as a member of the executive committee.

10. MEETINGS OF RSARA

10.1 Composition of general meetings

10.1.1 All GMs of the RSARA shall consist of the following members, each with a vote, after complying with the stipulations as set out in the regulations. (All selected committee members must be RingballSA referees).

- Chairman
- Vice-chairman
- Secretary
- Four (4) additional members
- Three (3) representatives per provincial federation/district affiliated with his provincial federation as per the RingballSA regulations. The representatives shall be registered active RingballSA referees with voting authority.

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- Club representatives represent the interests of the referees and not those of a specific provincial federation or district.
- All selected committee members to be RingballSA referees. (Refer to 11.1.2)
- All registered referees from all districts.
- All qualified and active referees and previously active referees still involved with referee administration, training, etc.

10.1.1 A duly completed letter of credence, signed by the chairperson and the secretary of the relevant body, must be handed to the secretary before the start of the meeting.

10.1.2 All voting members must be registered with a provincial federation or district.

10.1.3 The GM is the highest authority.

10.2 General meetings

10.2.1 The GM will be held annually during the month of September.

10.2.2 The date, time and place of the GM shall be determined by the executive committee and the secretary-general will notify all affiliated members, in writing, at least twenty-one (21) days prior to the scheduled meeting.

10.2.3 All discussion points for the said meeting must reach the secretary-general at least fourteen (14) days prior to the date of said meeting.

10.2.4 The secretary-general must circulate the following at least fourteen (14) days prior to the meeting taking place:

- The agenda for the upcoming GM.
- The discussion points submitted by all provincial federations or districts.

10.3 Special general meetings

10.3.1 A SGM shall be convened by the executive committee in the event of:

- a written request by at least one-third (1/3) of the executive committee
- a written request by at least one-third (1/3) of the affiliated provincial federation referees associations.

10.3.2 The request for an SGM must be made in writing within seven (7) days of the incident having taken place.

10.3.3 The request referred to in 10.3.2 (above) must detail the specific issue to be raised at the SGM, as well as provide substantiation as evidence for the calling of an SGM.

10.3.4 The requested meeting must be held within twenty-one (21) days after receipt of the written request.

10.3.5 Notice of an SGM must be given by the secretary-general, in writing, to all members of the RSARA at least fourteen (14) days prior to the date of the meeting.

10.3.6 The notice of a SGM must state the date, time and venue where the meeting will be held, as well as the reason for its calling.

10.3.7 No other issues, except for those the meeting was called for, will be discussed at an SGM.

10.4 Notification of general meetings

10.4.1 Apart from the requirements mentioned here, a formal notification of a meeting must stipulate the purpose, date, time and place of the meeting and shall include the following:

- Agenda
- Minutes of any previous GMs.
- List of discussion points and items for debate.

10.4.2 Notice, in writing, will be given to all members of the executive committee, provincial federations or districts affiliated with the RSARA, as stipulated in this constitution.

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- 10.4.3 Urgent matters may be placed on the agenda on the day of the meeting by means of an unopposed motion.
- 10.4.4 The date of notice is calculated from the day it was circulated via post, fax or e-mail.
- 10.4.5 The non-receipt of the notice by any member does not result in any decision of the meeting being invalid.
- 10.4.6 Minutes, serving as an official report of the proceedings and decisions at a GM, must be forwarded to the members of the executive committee as well as all affiliated districts and associations, within fourteen (14) days of the meeting having taken place.

10.5 Functions of general meetings

- 10.5.1 The functions of the AGM are to:
 - 10.5.1.1 discuss and approve the minutes of any GM or SGM held since the last AGM took place
 - 10.5.1.2 receive, consider and approve the annual reports from the executive committee
 - 10.5.1.3 select members, if necessary, to the executive committee
 - 10.5.1.4 discuss and settle all matters for which notification was given
 - 10.5.1.5 discuss and settle any urgent matters raised at the meeting, and which, with approval of those present, may be resolved at the meeting.

10.6 Notification of committee meetings

- 10.6.1 Notice, in writing, will be given to all members of the executive committee.
- 10.6.2 The non-receipt of the notice by any member does not result in any decision of the meeting being invalid.
- 10.6.3 Minutes, serving as an official report of the proceedings and decisions, must be forwarded to the members of the executive committee within five (5) days of the meeting having taken place.

10.7 Chairperson of the meeting

- 10.7.1 The chairman of the executive committee or, in his absence, the vice-chairman will act as chairperson of all general and management meetings.
- 10.7.2 In the event of both the chairperson and vice-chairperson not being present, or if the chairperson or vice-chairperson is not present fifteen (15) minutes after the scheduled time for the meeting as published in the notice of the meeting, the members present will nominate a member from those members present to act as chairperson for the duration of the meeting.

10.8 Quorum

- 10.8.1 A quorum for all GMs will be half plus one (50% + 1) of the members as specified in 0 (*Composition of General Meetings*).
- 10.8.2 The members making up the quorum must be timeously present in person at the meeting and must sign a register and provide contact details to serve as proof of their attendance.
- 10.8.3 The number of members attending the meeting must be formally recorded in the minutes of the meeting
- 10.8.4 A quorum for an executive committee meeting will be half plus one (50% + 1) of its selected members, all of whom must be present in person.
- 10.8.5 If, within a half an hour (30 minutes) after the time set for the meeting, a quorum cannot be formed, the meeting will adjourn. A new time will be set for the adjourned meeting. Should there not be a quorum present at the newly set meeting within half an hour (30 min) of the stipulated time for the meeting, the members present will form a quorum.
- 10.8.6 In the event of there not being a quorum present at an SGM, the meeting will be dissolved.

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10.9 Voting at meetings

- 10.9.1 Only eligible voters, as prescribed in the RSARA regulations, who are present may vote, nominate or second a nomination or proposal at meetings.
- 10.9.2 A representative of another provincial federation or district must second all proposals.
- 10.9.3 At GMs, voting regarding all matters, with the exception of elections, will be conducted by a show of hands, unless the chairperson deems it necessary, or a voting member requests, that voting be done by ballot paper. Voting for people, i.e. elections are always done by ballot paper.
- 10.9.4 When electing members onto the executive committee, voting MAY NOT be done by proxy vote.
- 10.9.5 The chairperson will announce, to all those present at the meeting, the result of the voting by a show of hands. This result, as subsequently recorded in the minutes of the meeting, is deemed proof enough of the vote having taken place and the outcome thereof.
- 10.9.6 In the event of the vote by ballot paper, the chairperson will appoint neutral ballot recorders whenever possible. Their ruling, announced by the chairperson, will be regarded as the result of the vote. Ballot papers will be available to all eligible voters to see. Ballot papers will be kept for a maximum period of three (3) months
- 10.9.7 A majority is required when voting is done for the election of a person or persons.
- 10.9.8 All decisions reached by majority will be deemed binding unless otherwise specifically stated in this constitution.
- 10.9.9 In the event of an equal vote being the outcome for two or more members, standing for election to the same position on the committee, re-voting will take place by ballot paper. If, after three (3) ballots, no clear result was reached, the chairperson of the meeting will have the casting vote.
- 10.10 In the event of an equal vote at any meeting, on general matters, be it either by a show of hands or ballot paper, the chairperson of the meeting will have the casting vote.

10.11 Written resolution

Any resolution in writing, duly signed by all members entitled to receive notice of and attend a GM where they can vote, is just as binding, effective and valid as if a decision had been made in the forum of a GM called and held.

10.12 Meeting history

Minutes of all meetings of the RSARA must be kept on file and archived safely at the end of each financial year. This is to guarantee the smooth running of the RSARA, as well as to create an RSARA history.

11 Executive committee

11.1 Composition

- 11.1.1 The executive committee is elected at an AGM for a two (2)-year term of office, with a maximum of two (2) persons from the same district.
- 11.1.2 Committee members to be qualified active referees or previously active referees still involved with referee administration, training, etc., who must be affiliated members of RingballSA.
- 11.1.3 The executive committee shall consist of the following:
- Chairman, who is not considered, linked to a provincial federation or district
 - Vice-chairman
 - Secretary-General
 - Four (4) additional members
- 11.1.4 A nominated candidate must be supported by his own provincial federation or district and seconded by another provincial federation or district.
- 11.1.5 The chairman will be eligible for re-election without being nominated by his federation or district of residence.

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11.1.6 In the case of resignations and/or members leaving the RSARA, the executive committee can co-opt members and confirm these appointments at the following AGM.

11.1.7 All members of the executive committee are eligible for re-election at the AGM.

11.2 Functions and activities of the executive committee

11.2.1 The executive committee manages the business of RSARA.

11.2.2 All correspondence for the RSARA will be channelled through the secretary-general.

11.2.3 The executive committee will meet as often as needed. This may be held at the request of the chairperson or by two (2) members of the executive committee.

11.2.4 Decisions at any meeting will be made by a majority of votes. In the case of an equal vote the president will have the casting vote.

11.2.5 The executive committee must report on all its activities and present an annual report, to the AGM for approval.

11.2.6 The business of the RSARA is enforced by the executive committee who can use all powers bestowed on them to fulfil all duties that are not executed by the AGM, as prescribed in the constitution, but which are subject to the stipulation and the constitution and any regulations prescribed by the GM.

11.2.7 The executive committee must ensure that all correspondence, reports and documents are secured and kept in good order.

11.2.8 The executive committee shall record, in books or electronically, the names of the members of the executive committee and referees attending as delegates, as well as any decisions and actions, taken at all meetings of the RSARA and the executive committee.

11.2.9 All bills and other negotiable documents, as well as receipts and claims of RSARA executive committee members, will be signed, accepted or endorsed, or handled in any manner as decided by the executive committee.

11.2.10 The executive committee authorises the payment of travelling and accommodation costs and/or honorarium to any person who has acted on instruction of the executive committee. This instruction must be evidenced in writing, and evidence must be submitted in the form of invoices and receipts.

11.2.11 The executive committee will, where applicable, co-opt members to serve in vacant positions that may arise, either through written resignation or for any other reason, for the remainder of the year until the AGM is held.

11.2.12 In a situation where a quorum (half plus one (50% + 1)) of the originally selected members of the executive committee cannot be formed, an SGM must be called.

11.2.13 The executive committee will ensure that registered RSARA members:

- adhere to the constitution, regulations and code of conduct
- respect the interpretation and uphold decisions made by the executive committee regarding the constitution, game rules and code of conduct
- in the event of a referee not adhering to the constitution or the interpretation thereof, and/or not upholding the decisions made by the executive committee, the executive committee is entitled to take disciplinary action which may result in temporary or permanent suspension.

11.2.14 The executive committee will make recommendations to the AGM regarding honorary colours or merit awards.

11.2.15 The executive committee must, where applicable, co-opt vacancies on the selection committees which may arise during their term.

11.2.16 The executive committee must ensure that an executive member who does not attend two (2) consecutive meetings without reason, is replaced by a co-opted member.

11.2.17 The executive committee shall ensure that RingballSA referees are qualified to perform duties for RingballSA.

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11.2.18 The executive committee makes recommendations for referees to receive SA colours at the national championships.

11.3 Duties of the executive committee

As prescribed in the executive committee duties document.

12 COLOURS AND EMBLEMS

12.1 Colours

12.1.1 The colours of RSARA are as prescribed by the RingballSA executive committee.

12.1.2 The criteria for awarding colours are defined in the RSARA regulations.

12.1.3 Written authorisation for purchasing of colours must be given by the executive committee.

12.2 Emblem

The emblem of RSARA is as prescribed by RingballSA.

13 CODE OF CONDUCT

13.1 Members of the district will at all times conduct themselves according to the rules and regulations as specified by the RSARA, RingballSA and SASCOC codes of conduct.

13.2 Failure to uphold the code of conduct as stated in 13.1 (above), will result in disciplinary action, and may result in the termination of membership of the RingballSA Ref Ass.

14 DISCIPLINARY ACTION AND APPEAL PROCEDURES

14.1 The executive committee has the power to take disciplinary action against any misconduct of individual members or bodies under its authority, as explained in the RSARA disciplinary guide and procedures.

14.2 Disciplinary action and appeals will be conducted as prescribed in the RSARA disciplinary guide and procedures.

15 DISPUTE RESOLUTION

15.1 Any dispute arising from, or in connection with, the enforcement of this constitution or the application and interpretation of the provisions therein, or any dispute between members of the executive committee, or between members and the executive committee, or among members of the RSARA themselves, will be referred to the RSARA patrons for resolution, at the time that such dispute is so referred.

15.2 In the event of arbitration as outlined above, such resolution will be considered as final and binding on both parties involved in the dispute.

16 RIGHT TO EXISTENCE

The RSARA will continue to exist even when its membership changes and there are different office-bearers.

17 DISSOLUTION

17.1 Dissolution of the RSARA

17.1.1 The RSARA may only be dissolved/close down if a four-fifth (4/5) majority of the members present and voting at an SGM, convened for the purpose of considering such matter, are in favour of dissolving/closing down the association.

17.1.2 Should the RSARA cease to operate, close down or dissolve in any way whatsoever, all properties, such as trophies, money and books must be delivered to RingballSA within twenty-one (21) days thereafter.

17.1.3 Members of the executive committee, at the time of dissolution, will be held responsible, separately and jointly.

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- 17.1.4 This property, referred to in 17.1.2 (above), shall be held in custody for two (2) years, whereafter it becomes the property of RingballSA.
- 17.1.5 In the event RSARA reconstituting, the management of RingballSA will decide whether such property will be returned to the RSARA.

18 REGULATIONS

- 18.1 The executive committee may revise the RSARA regulations as required, provided these revisions are not in conflict with this constitution.
- 18.2 The issued regulations, or the repeal thereof, is binding on all members of the RSARA until such time that another decision is made by means of a GM.

19 AMENDMENTS TO THE CONSTITUTION

- 19.1 This constitution may only be amended at an AGM or at an SGM called for that specific purpose.
- 19.2 Notice of any proposed revision, repeals, inclusions or amendments to this constitution must reach the secretary-general at least fifteen (15) days prior to the meeting. The secretary-general must, in the notice for the GM, give notice of the intention to propose such a change, ten (10) days prior to the date of the said meeting.
- 19.3 If any amendment, repeal or addition to the constitution be dealt with at an SGM, the secretary-general must be notified. The chairperson must, within fifteen (15) days after receipt of such notice, call an SGM with notice of the proposed amendment.
- 19.4 No revision, repeals, inclusions or amendments to this constitution are valid unless approved by a two-third (2/3) majority of vote at a GM.

20 GENERAL.

20.1 Affiliation

The RSARA is a standing association of RingballSA.

20.2 Dormant

The following criteria are contained in the **RSARA Regulations**

- *“RingballSA becoming Dormant” and “RingballSA becoming Active”*

