



## **Bye Laws**

**12 November 2015**

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## **1.0 INTRODUCTION**

These by laws are an integral part of the Constitution of SSA.

Changes may take place periodically and affiliates will be notified accordingly.

## **2.0 CODE OF ETHICS**

### **2.1 Preamble**

2.1.1 It is the aim of the Swimming South Africa (SSA) to promote the highest possible values within the sport of Aquatics.

### **2.2 Scope of applicability**

2.2.1 This Code shall apply to all SSA Individual, Affiliated and Associated Members,

2.2.2 It shall also apply to consultants and contractually-connected persons/firms representing or serving SSA.

### **2.3 Definitions**

2.3.1 Words used in this Code of Ethics shall have the same meaning as set out in the SSA Constitution, unless specified otherwise.

## **2.4 Ethical Principles in Aquatics**

### **2.4.1 Equality**

2.4.1.1 No discrimination on the basis of gender, race, religion, or political opinion shall be tolerated.

### **2.4.2 Dignity**

2.4.2.1 All forms of harassment, be they physical, psychological, professional or sexual, are strictly prohibited.

### **2.4.3 Fair Play**

2.4.3.1 Fair play is the basic guiding principle in the sport of Aquatics.

2.4.3.2 Betting on Aquatics and other corrupt practices relating to the sport of Aquatics by any person being subject to this Code, including improperly influencing the outcomes and

results of an event or competition are prohibited. Any person being subject to this Code is forbidden from having stakes, either actively or passively, in any entity or, organization that promotes, brokers, arranges or conducts such activities or transactions.

2.4.3.3 Any person being subject to this Code shall exercise due care and diligence in fulfilling their roles for, or on behalf of SSA and not disclose information received if such disclosure is made maliciously in order to damage the interests of SSA.

2.4.3.4 No SSA Executive Committee Member, Individual Member or Staff of SSA shall make adverse comments on a policy adopted by the SSA Executive Committee once the decision has been taken.

#### **2.4.4 Integrity**

2.4.4.1 No Individual Member shall, directly or indirectly, solicit, accept or offer any concealed remuneration, commission, benefit or service of any nature connected with their participation in Aquatics or with their function as an Individual Member.

2.4.4.2 No Individual Member shall solicit or accept benefits, entertainment or gifts in exchange for, or as a condition of, the exercise of their duties, or as an inducement for performing an act associated with their duties or responsibilities except that gifts, hospitality or other benefits associated with their official duties and responsibilities may be accepted if such gifts, hospitality or other benefits:

2.4.4.3 Act within the bounds of propriety, a normal expression of courtesy, or within the normal standards of hospitality;

2.4.4.3.1 Would not bring suspicion on the Official's objectivity and impartiality; and;

2.4.4.3.2 Would not compromise the integrity of SSA.

2.4.4.4 No Individual Member may be involved with any company, association, firm or person whose activity is inconsistent with the objectives or interests of SSA.

2.4.4.5 If it is unclear, whether this kind of a connection exists in any given situation, the matter shall be submitted to the Ethics Panel for a decision.

## **2.4.5 Neutrality**

2.4.5.1 Officials shall remain politically neutral, in accordance with the principles and objectives of SSA, and generally act in a manner compatible with their function and integrity.

## **2.4.6 Conflicts Of Interest**

2.4.6.1 In discharging their duties to SSA, all Officials shall act for the benefit of SSA when making decisions that affect, or may affect, SSA and to do so without reference to their own personal interests, either financial or otherwise.

2.4.6.2 When performing an activity for SSA or before being elected or appointed, the Individual Member shall disclose to the Ethics Panel any personal interests that could be linked with their prospective SSA activities. The Ethics Panel may draw the attention of the Individual Member to potential conflicts of interest that it identifies.

2.4.6.3 Officials shall avoid any situation that could lead to conflicts of interest. Potential conflicts of interest arise if:

2.4.6.3.1 Officials have, or appear to have, private or personal interests that detract from their ability to perform their duties with integrity in an independent and purposeful manner.

2.4.6.3.2 Officials have private or personal interests include gaining any possible advantage for the persons bound by this Code themselves, their family, relatives, friends and acquaintances;

2.4.6.3.3 If the opinion or decision of an Individual Member, acting alone or within an organisation, is influenced by, or may be reasonably considered as liable to be influenced by relations that such Individual Member has, has had or is on the point of having, with another person or organisation

that would be affected by the person's opinion or decision;

2.4.6.3.4 If an Individual Member is also involved in the day to day running of Clubs, Districts, Affiliate, National, Continental and International Federations of Aquatic sports.

2.4.6.4 In the following non-exhaustive list of examples, the circumstances in which a conflict of interests could arise are personal and/or material involvement (salary, shareholding, various benefits) with:

2.4.6.4.1 Suppliers of the party concerned;

2.4.6.4.2 Sponsors, broadcasters, various contracting parties;

2.4.6.4.3 Organisations liable to benefit from the assistance of the party concerned (including subsidy, approval clause or election).

2.4.6.5 Officials shall not perform their duties in matters with an existing or potential conflict of interest.

2.4.6.6 Should a conflict of interest, or the appearance of a conflict of interest, arise, or if there is a danger of such conflict arising, the Individual Member concerned must refrain from taking any further part in the handling of the matter.

2.4.6.7 If it is unclear whether such a conflict of interest exists in any given situation, the matter may be submitted to the Ethics Panel.

2.4.6.8 If an objection is made concerning an existing or potential conflict of interest of an Individual Member, it shall be reported immediately to the Ethics Panel for appropriate measures.

2.4.6.9 If an Individual Member neglects to declare a situation of a potential conflict of interest, the SSA President or one of the SSA Executive Members may refer the matter to the Ethics Panel.



#### **2.4.7 Resources**

2.4.7.1 Any contribution made by sponsors, partners and other supporters of sports events must be consistent with the principles set out in this Code of Ethics.

2.4.7.2 By virtue of their position, sponsors, partners and other supporters of sports events must not be allowed to interfere with the running of the sport of Aquatics.

#### **2.4.8 Confidentiality**

2.4.8.1 Officials shall not disclose improperly information entrusted to them in confidence by SSA.

2.4.8.2 The obligation to respect confidentiality survives the termination of any relationship which makes a person subject to this Code.

### **2.5 Implementation and Duty of Reporting and Co-Operation**

2.5.1 Persons bound by this Code shall immediately report any potential violation of this Code to the Ethics Panel.

2.5.2 At the request of the Ethics Panel, persons bound by this Code are obliged to contribute to clarifying the facts of the matter or clarifying possible violations.

2.5.3 The SSA Ethics Panel may make recommendations to the SSA Executive Committee for the modification, amendment or deletion of provisions in this Code of Ethics.

### **2.6 SSA Ethics Panel**

2.6.1 The SSA Ethics Panel shall be composed of members appointed by the SSA Executive Committee at its first meeting after election, for a term of four (4) years.

2.6.2 The SSA President shall appoint the Chairperson of the SSA Ethics Panel from amongst its Members.

2.6.3 A person may not serve on the Ethics Panel if he or she:

- 2.6.3.1 Is a member of the SSA Executive Committee, a SSA Technical Committee or other SSA Specialized Committee,
- 2.6.4 Matters for attention of the Ethics Panel are submitted by the SSA President. In the event a matter concerns the SSA President, this matter shall be referred to the Ethics Panel by one of the members of the SSA Executive.
- 2.6.5 At least three members of the SSA Ethics Panel (as determined by the Chairperson), shall be appointed as required on a case by case basis, to decide on the matter(s).
- 2.6.6 The SSA Ethics Panel shall have the power to hear and decide any violation of this Code of Ethics, including the power to impose sanction(s) as set out in this Code of Ethics, unless stated otherwise in this Code of Ethics.
- 2.6.7 The SSA Ethics Panel shall act in accordance with the principles of natural justice and shall determine its own procedure.
- 2.6.8 For any violations of this Code of Ethics, the SSA Ethics Panel may impose any one or more of the following sanctions:
  - 2.6.8.1 A warning or reprimand;
  - 2.6.8.2 A suspension for a fixed period of up to four (4) years from holding office or other position held by an Official and/or until a specified set of conditions have been met to the SSA Ethics Panel's satisfaction;
  - 2.6.8.3 A return of any SSA award;
  - 2.6.8.4 A ban for a fixed period of up to a lifetime from taking part in any Aquatics related activity;
  - 2.6.8.5 A recommendation to the SSA Executive of the notification of the matter to the appropriate law enforcement authorities.
- 2.6.9 Unless such action is taken within ten (10) years of the event to which it relates, SSA may take no action with respect to violations of this Code.
- 2.6.10 Sexual misconduct, bribery and corruption are not subject to such a limitation period.

- 2.6.11 The limitation period, when applicable, shall be prolonged if proceedings are opened and/or suspended.
- 2.6.12 Sanctions shall be enforced immediately upon the decision being made unless the deciding body rules otherwise.
- 2.6.13 Decisions taken by the Ethics Panel are subject to appeals lodged with SASCOC in accordance with the relevant provision of the SSA Constitution/ SSA Rules.
- 2.6.14 Decisions taken by SASCOC are subject to appeals lodged with the Court of Arbitration for Sport (CAS) in accordance with the relevant provision of the SSA and SASCOC Constitution/ Rules.
- 2.6.15 The decisions of the CAS are final.

### **3.0 CODE OF CONDUCT**

#### **3.1 Introduction**

- 3.1.1 All Bona Fide capitated Individual Members, on signing the SSA Capitation Form, agree to abide by this Code of Conduct (the Code).
- 3.1.2 This Code is an annexure to the Constitution of Swimming South Africa and applies to all capitated individual members of SSA, be they competitors, coaches, officials, etc.

#### **3.2 Conduct**

Individual Members must:-

- 3.2.1 Ensure and maintain the highest level of professionalism in the sport, whether in or out of administration, competition, officiating or within or outside the borders of the Republic of South Africa (RSA), whether as an amateur or a professional, or at any time whatsoever whilst in membership with SSA.
- 3.2.2 Conduct themselves in a proper and professional manner, so as not to bring anyone, including the individual member, the Republic of South Africa, SSA, the team management, sponsors, or any entity associated with the sport, into disrepute or censure, and at all times shall act in the interests of the sport in accordance with the directives of SSA and the team management, where applicable.

- 3.2.3 Conduct themselves in such manner, which will ensure optimal fitness, health and performance in order and to perform to their best ability at all times when competing as athletes.
- 3.2.4 Comply with all decisions and instructions given and made by SSA, it's duly appointed and authorised representatives.
- 3.2.5 Comply with the rules and regulations of any event organiser in which the Individual Members are participating.
- 3.3 Use their best endeavours to ensure compliance with this Code, acknowledging that adherence hereto is vital to the maintenance and promotion of Aquatics as a code governed by SSA in and outside the Republic of South Africa.
- 3.4 In the case of a withdrawal from an event or competition, this must be undertaken prior to the Technical Meeting, and only after consultation with SSA and the Team management.

### **3.5 Medical**

Individual Members:-

- 3.5.1 When selected to represent any team associated with SSA, whether on an international, national, regional or local basis, or the like, shall agree to achieve and maintain their optimal fitness and health in order to perform to the best of their ability.
- 3.5.2 At all times, make a full declaration to SSA of any factors, which may affect their performance due to physical, mental or for any reason whatsoever.
- 3.5.3 Agree to conduct themselves in such a manner so as not to endanger their health, fitness or well-being, and agree to ensure that their health and well-being is maintained at all times before, during and after a tour and/or competition.
- 3.5.4 Be responsible for advising the SSA and the Team Management of any medication with regard to allergies, and such like conditions.
- 3.5.5 Not take or use any type of medication without first consulting SSA and the Team Management.
- 3.5.6 Undergo such medical or other physical examination as may reasonably be required by SSA and or SASCOC.

### **3.6 Doping Control**

Individual Members must:-

- 3.6.1 Be solely responsible for noting the conditions of doping control as set by SSA, SASCOC, FINA and the like.
- 3.6.2 Undergo such medical or other testing as may reasonably be required by SSA, SASCOC, FINA, or a duly appointed authority, in order to determine whether the member has transgressed any provision regarding banned or prohibited substances as mentioned above.
- 3.6.3 Not take any prohibited or banned substance as determined by SSA, SASCOC, FINA and/or the International Olympic Committee (IOC), WADA or any organiser, and in this regard, confirm that any such transgression, whether intentional, negligent or innocent, constitutes a breach of this Code, as a consequence of which the member shall be liable to the appropriate sanction.
- 3.6.4 Be responsible for submitting all doping control forms, in triplicate, within the stipulated time period.

### **3.7 Dress Code**

Individual Members must:-

- 3.7.1 Accept that SSA and the Team Management shall have the sole discretion to determine what clothing shall be worn during the duration of the competitions and functions.
- 3.7.2 Comply with the dress code determined by SSA and SASCOC, including, but not limited, to the wearing of the appointed uniform and/or clothing and/or kit for travelling, training and competition and for designated functions, awards, ceremonies, etc.
- 3.7.3 Wear clothing, kit, etc., that has been approved by SSA or the event organiser.
- 3.7.4 Appear at all presentations, television interviews, etc., in the clothing provided by SSA and as directed by the Team Management.
- 3.7.5 Be responsible for all clothing and equipment, and shall be personally responsible for the replacement of the same equipment at his/her cost.

### **3.8 Travel/Accommodation**

Individual Members must:-

- 3.8.1 Accept and agree that SSA and SASCOC, where applicable, will undertake all travel and accommodation bookings.
- 3.8.2 Be expected to settle all outstanding financial obligations due to SSA one week before the individual member / team depart from South Africa.
- 3.8.3 Be responsible for any deviations from the original schedule set by SSA with regard to travel, costs, etc.
- 3.8.4 Accept the decision of the Team Management with respect to mode of travel, accommodation arrangements, etc.
- 3.8.5 Be responsible for all additional personal expenses, such as private telephone calls, room service, etc.
- 3.8.6 Travel to and from competitions in accordance with the manner and directions of SSA and/or its duly appointed representatives, and in this regard, shall as far as is practically possible, travel together as a team.
- 3.8.7 Agree that at all times, whilst travelling to and from and while on tour, or meetings, to stay in the accommodation provided by SSA.
- 3.8.8 Agree to be subject to and comply with all directions and orders of SSA or its team management.
- 3.8.9 Be responsible for advising SSA and the Team Management of any religious or dietary objections/needs.

### **3.9 Minors**

In the case of minors, their parent/s and/or legal guardian/s shall agree in writing that SSA and/or its duly authorised representatives shall have the authority of in "loco parentis" to exercise any control over such minor team member, in the interests of health and well-being of the member.

### **3.10 Behaviour**

Individual Members must:-

- 3.10.1 Unless authorised by SSA and/or its duly authorised representatives, the members shall not smoke, consume alcohol or imbibe any substance banned by SSA, FINA, IOC, organisers, or any substance declared illegal by any due authority.
- 3.10.2 Act in accordance with the directions and in the interests of sponsors as approved by SSA and to provide the sponsors with the appropriate exposure whilst a team member, or at any time whilst receiving any benefit from such sponsor. In this regard, members agree to, as is reasonably required, appear in advertisements for such sponsors for no remuneration, unless authorised by SSA.
- 3.10.3 Not advertise, be associated with, or endorse any product or service which is illegal, immoral, or contrary to the interests of any official sponsors of SSA or its events or competitions and/or any products, services, promotions, commercials, advertisements, or the like which are not sanctioned by SSA or its events, products, services, promotions, commercials, advertisements or the like not sanctioned by SSA.
- 3.10.4 Not display any mark or logo at any time, which is not that of the SSA official sponsors or the like.

### **3.11 Media**

Individual Members must:-

- 3.11.1 Not make, comment, issue, authorise, offer or endorse any public criticism or statement having or designed to have an effect prejudicial to the best interested of the sport, SSA, team members, other competitors, organisers or any other person or body whatsoever. In this regard members are only permitted to comment about their own personal performances and prospects.
- 3.11.2 Whilst as a member of a team or a competition, not to act as a journalist, contributor to articles, or give interviews to the print or electronic media without having obtained the prior written permission of SSA.
- 3.11.3 Shall be entitled to undertake interviews to the media as arranged by the SSA Media Liaison Officer or his delegated representative.
- 3.11.4 Only comment on their individual performances or prospects.

### **3.12 Discipline**

- 3.12.1 Notwithstanding anything to the contrary contained herein or in the Constitution, SSA and/or its duly authorised representatives, shall have the power to sanction or hold a summary disciplinary enquiry over any team member, and to terminate such a team member's membership and/or participation in any tour or team, and to order such a member to return at the members own cost, notwithstanding SSA's right to recover any damages suffered by it and/or its sponsors as a result of such termination.
- 3.12.2 Have the right to appeal against any decision of the disciplinary action.

### **3.13 Indemnity**

- 3.13.1 Once the individual member has been selected to represent SSA in any capacity, he/she expressly agrees that SSA shall not, in any circumstances whatsoever, be under any liability whatsoever for any loss, damage or injury of whatsoever kind arising directly from any act, neglect or default on the part of SSA and connected with he or she's membership of the team.
- 3.13.2 Hereby indemnifies, and will at all times hereafter sufficiently indemnify and keep fully indemnified, SSA and its appointed Team Officials from all actions, suits, proceedings, claims, demands, costs and expenses whatsoever, which may be taken or made against SSA or incurred or become payable by injury and hereby agree (without obligation upon SSA to do so) that SSA may act as the agent in incurring such expenses, and/or do whatsoever is reasonably necessary for his/her benefit in connection with or arising out of any such loss, damage or injury
- 3.13.3 It is incumbent upon members to familiarise themselves with the contents of this Code. Failure to do so will in no way constitute or cause any member to be exempt from the provisions of this Code of Conduct.
- 3.13.4 Any breach of any provision of this Code shall be deemed to be a serious offence in terms of the Constitution and, as a consequence will be subject to sanction as provided by the Constitution.

## **4.0 AWARDS**



4.1 SSA, through the Executive Committee, bestows awards, in the form of badges, on individual members.

4.2 Scrolls below the badge signify the level of the award.

### **4.3 Technical Officials**

#### 4.3.1 Badge

4.3.1.1 The Badge shall be circular with, four quadrants, in each quadrant a stylised depiction of swimming, water polo, diving and synchronised swimming.

4.3.1.2 The colours of the badge shall be white, blue and red worked on a navy blue background.

4.3.1.3 Such badge to be worn on a navy blue blazer as defined in Clause 19.1.6.

4.3.1.4 SSA shall maintain a register of all awards.

4.3.1.5 All awards are bestowed at a General Meeting.

#### 4.3.2 Criteria

4.3.2.1 The Technical Officials Badge is awarded to any member of SSA who has attended the SA National Championships and served in an official capacity (competitors are excluded) for the full period of every tournament, for at least four (4) tournaments, (not necessarily consecutively), shall be eligible to receive an "Officials Badge".

4.3.2.2 'Full period' is defined as serving a minimum of seventy-five percent (75%) of the competition days.

4.3.2.3 The definition of "in an official capacity" shall be:

4.3.2.3.1 Officials associated with, Diving, Masters, Open Water Swimming, Swimming, Synchronised Swimming and Water Polo,

4.3.2.3.2 Provincial Team Managers,

4.3.2.3.3 Provincial Team Chaperones,

4.3.2.3.4 Provincial Team Coaches, and

4.3.2.3.5 Any position that SSA may decide to classify as "an Official"

4.3.2.4 The Officials Badge shall be presented to the person(s) who have qualified at the conclusion of their fourth (4th) tournament, subject to the approval of the Executive Committee.

#### 4.3.3 Meritorious Scroll

4.3.3.1 This scroll may be awarded on application by a Technical Official who has completed full duty at eight (8) National Competitions, not less than eight (8) calendar years, not necessarily consecutive years.

4.3.3.2 Applications for this scroll must include details of Tournaments participated, confirmed by the SSA Officials Association.

4.3.3.3 At the National Competitions exceeding four (4) consecutive days, full duty will be deemed acceptable if seventy five (75) percent (%) of the total duty time has been achieved.

4.3.3.4 The scroll is worn below the Officials Badge.

### **4.4 Honours**

4.4.1 The Honours Award may be granted to a member who, by virtue of an outstanding performance, has brought honour to SSA.

4.4.2 The Award of such honour may be proposed by either an Affiliate Member or by the Executive Committee, and shall be determined by a General Meeting. Any such proposal shall be accompanied by a citation in writing. Voting shall be by ballot, and the Award shall only be granted if the proposal is carried by a majority of two-thirds of those present and eligible to vote.

4.4.3 The recipient of the Award shall be entitled to wear the 'Honours' Scroll.

### **4.5 Meritorious Service**

- 4.5.1 The recipient shall have rendered four (4) years' service as a member of the National Executive Committee.
- 4.5.2 This will be granted automatically by SSA at a General Meeting.
- 4.5.3 Those individual members who have given outstanding service to SSA.
  - 4.5.3.1 The following categories may be taken into consideration.
  - 4.5.3.2 As a member of a National Selection Committee.
  - 4.5.3.3 As a member of a National Technical Committee.
  - 4.5.3.4 As Convenor of a Tournament Committee responsible for the arrangements for the holding of National Championships in his/her region.
  - 4.5.3.5 Service as a member of a Special Sub-committee.
- 4.5.4 The awards of such honour may be proposed by either an Affiliate Member or by the Executive Committee, and shall be determined by a General Meeting.
- 4.5.5 Any such proposal shall be accompanied by a citation in writing detailing the services rendered to the sport.
- 4.5.6 Voting shall be by ballot, and the Award shall only be granted if the proposal is carried by a majority of two-thirds of those present and eligible to vote.
- 4.5.7 The recipient of the Award shall be entitled to wear the 'Meritorious Service' scroll.

#### **4.6 Life Members**

- 4.6.1 Persons holding the Meritorious Service Award, and who have given extraordinary service and devotion to SSA over a lengthily period at the highest level, and far in excess of the requirements laid down for Meritorious Service Award, may be proposed for Life Membership.
- 4.6.2 This proposal may be made by Affiliated Members or by the Executive Committee, and must be accompanied by a full citation of the extraordinary services.

- 4.6.3 This Award shall be determined at a General Meeting in accordance with Clause 20.3.4.
- 4.6.4 Proposals by members shall be subject to the recommendation of the Executive Committee.
- 4.6.5 The recipient of the Award shall be entitled to wear the 'Life Member' scroll.

#### **4.7 President**

- 4.7.1 In the case of the President, the wearing of the SSA Badge with a "President" Scroll shall be permitted in respect of the serving President of SSA.

#### **4.8 Executive Committee**

- 4.8.1 The wearing of the SSA Badge with an "Executive" Scroll shall be permitted in respect of persons appointed as Officers of SSA.
- 4.8.2 SRSA, together with SASCOC, have embarked on annual awards with a rule book.

### **5.0 FEES**

#### **5.1 Annual Subscription for Affiliate Members.**

- 5.1.1 The annual subscription due by all Affiliated Members shall be payable not later than 31st May in each year.
- 5.1.2 Should any Affiliated Member be more than two months in arrears with its annual subscription (the defaulting Member), its delegate or delegates shall not have the right to attend any Meeting of SSA and all rights and privileges arising from its Membership of SSA shall be suspended until all arrears due to SSA shall have been paid.
- 5.1.3 The defaulting Member shall, notwithstanding a foregoing suspension of rights and privileges, continue to remain liable to SSA for the fulfilment of all its obligations.
- 5.1.4 Notwithstanding anything herein before contained, an Affiliated Member which fails to pay its annual subscription by 31st May following the

season for which the subscription was due, shall, ipso facto, be removed from Membership and may only be re-admitted if the Member makes an application to SSA for reinstatement, which shall not be considered until the applicant shall have made payment of all arrear and current amounts owed by it to the Association.

- 5.1.5 Any Affiliated Member who may want to withdraw its affiliation from SSA shall give written notice thereof to the General Secretary advising from which date the withdrawal will become effective. The affiliation ends immediately, but no refunds of fees will be made.
- 5.1.6 SSA shall have the power to suspend and/or expel an Affiliated Member for violation of this Constitution and/or Byelaws and/or Rules. The respective Member is allowed to appeal this decision as set out in this Constitution.
- 5.1.7 During the period of suspension and/or expulsion from Membership, the Affiliated Member, and its individual members, will not be able to participate in any of the activities of SSA.
- 5.1.8 The annual fees payable by all Affiliated Members shall be determined by SSA prior to the commencement of the forthcoming season.

## **5.2 Annual Capitation Fee of Individual Members**

- 5.2.1 All individual members of Affiliated Members, shall be liable for, and pay to SSA, via their Affiliate body, an annual Capitation Fee.
- 5.2.2 This Capitation Fee shall apply to any individual member of an Affiliated Member be he/she an administrator, coach, competitor or official, or the like, seeking individual membership with SSA through their Affiliated Member.
- 5.2.3 All individual members must capitate through their Affiliated Member by completing the Capitation Form as submitted in Appendix II hereto. The Affiliated Member will retain the completed Capitation Form.
- 5.2.4 The annual fees payable by all individual Members shall be determined by SSA prior to the commencement of the forthcoming season.
- 5.2.5 All capitation levies for New Individual Members of Affiliated Members officiating or participating in any event at any level must have been

received by SSA not later than seven (7) days prior to the closing of entries. In the absence of the capitation levies having been received, SSA reserves the right to immediately sanction the individual and/or the Affiliated Member.

- 5.2.6 Individual members of Affiliated Members are capitated with SSA once only annually, although they must register separately for each discipline in which they compete.
- 5.2.7 A New Individual Member may/must only join one recognised club or association of an Affiliated Member of his/her choice provided that an individual member may only represent a club or Affiliated Member if he/she was registered with such club or Affiliated Member seven (7) days prior to the closing of entries for the event.
- 5.2.8 Scholars, students or members as a result of work, who are temporarily resident outside the boundaries of their Affiliated Member, may register and become an Individual Member of the Affiliate Member of temporary residence.
- 5.2.9 Once capitated, all Individual Members of Affiliated Members shall be bound by, and agree to uphold the provisions of this Constitution, and that of the Affiliate Member to which they belong, or of anybody having jurisdiction over the aquatic disciplines.
- 5.2.10 No Individual Member of an Affiliated Member may be allowed to transfer club or association after the 1st December of each year, unless due to force of circumstances.

### **5.3 Capitation (Participation) Fees for Temporary Members**

- 5.3.1 Temporary Members shall pay to SSA the determined participation fee.

## **6.0 COMMITTEES**

- 6.1 Executive Committee
  - 6.1.1 Approve all technical officials, submitted by the National Technical Committees for all national and international events.
  - 6.1.2 Deal with applications for Records.

- 6.1.3 Act as 'Holders in Trust' of all trophies, monies and other property of SSA and to deal with the same as SSA may decide.
- 6.1.4 Compel, where advisable, any Affiliated Member or Individual Member of an Affiliated Member, before removing any trophy won by such member, association or individual, to provide adequate security against loss or damage to, or non-return of such trophy.
- 6.1.5 Ensure that all persons selected to represent the Republic of South Africa or SSA in all branches of the sport are provided with a suitable uniform.
- 6.1.6 Appoint a Pool Standards Committee consisting of not less than two members of the Executive Committee with power to co-opt additional members for dealing on behalf of SSA with enquiries arising in regard to the requirements prescribed for competitive pools for all disciplines.
- 6.2 In order to meet the objectives of SSA, specialised Committees are necessary to cover all aspects and facets of the sport.
- 6.3 The functions of each Committee are specific and clearly outlined below. These Committees will be supported administratively by the Management of SSA. The minutes of each meeting will be circulated to all members and the CEO of SSA by the Secretary of the Committee
- 6.4 Deliberations within each Committee must be undertaken electronically and, when necessary, telephonically.
- 6.5 Meetings will be convened subject to available funding in consultation with the CEO.
- 6.6 The Liaison Officer, as appointed by the SSA Executive Committee, will guide the Committees in their deliberations, and report to the Executive Committee. This Officer will have no vote.

## **6.7 Composition of Committees**

- 6.7.1 The Executive Committee shall appoint the Chairpersons of all Committees, who will function for four (4) years in accordance with the above Olympic Cycle.
- 6.7.2 The composition of the Committees shall vary depending on their function, and in most cases, will comprise of elected and appointed delegates, unless otherwise stated.
- 6.7.3 Wherever possible, the Executive Committee shall request from their Affiliates nominations of potential candidates to these Committees.

- 6.7.4 All Affiliates must take due notice of the demographics within their jurisdiction prior to submitting nominations.
- 6.7.5 Affiliates must first satisfy themselves that their candidates are in good standing and have had experience at Club and Affiliate level to undertake the proposed role at national level. The submitted nominations must include the curriculum vitae of each candidate.
- 6.7.6 All such nominations, those to be elected and those to be appointed, with their curriculum vitae and signed acceptance must be submitted to prior to the date of the Annual General Meeting as specified.
- 6.7.7 The Executive Committee, reserves the right to ensure that all Committees are demographically representative in accordance with the transformation policy of the organisation.
- 6.7.8 The Executive Committee of SSA, at a meeting prior to the Annual Meeting, will review the nominations received from the Affiliates for election and short list the appointed members to the Committees.

## **6.8 Meetings**

- 6.8.1 The quorum for all Committees shall be two thirds of the members of that Committee, namely seven (7) members for a Committee of nine (9) members, five (5) members for a Committee of seven (7) members, three (3) members for a Committee of five (5) members, and two (2) members for a Committee of three (3) members,
- 6.8.2 In all deliberations, each member of the Committee will have one (1) vote.
- 6.8.3 Each Committee shall have the power to co-opt additional members for specific tasks, subject to approval from the Executive Committee.
- 6.8.4 Each Committee will appoint one of its members to act as Secretary for the meeting.
- 6.8.5 The Secretary will circulate minutes of each meeting to all its members and the CEO of SSA.
- 6.8.6 The Chairperson of each Committee, when necessary will invite the Chairperson, or his/her representative, of associated Committees to their meetings, but these delegates will have no vote.



6.8.7 An Annual Report will be submitted by the Convenor to the Executive Committee prior to the Annual General Meeting.

## **6.9 Discipline Technical Committees**

6.9.1 A Discipline Technical Committee will be established for each Aquatic Discipline, namely Diving, Open Water Swimming, Swimming, Synchronised Swimming and Water Polo.

6.9.2 The Disability Discipline will be catered for in each of these disciplines.

6.9.3 Each Technical Committee shall cater for the technical aspects and specific requirements of its discipline, and shall be responsible for the strategic guidance of the discipline in accordance with the objectives of SSA.

6.9.4 The Chairperson of each Technical Committee will need to appraise the Convenor of their Discipline Selection Committee of the criteria applicable to that discipline for competition selection purposes at the start of each season

6.9.5 Each Technical Committee shall comprise of the Convenor and two (2) members, other than for Swimming and Water Polo who will have the convenor and four (4) members.

6.9.6 In a three (3) member committee, one (1) member will be elected at the Annual General Meeting and the remaining member will be appointed by the Executive Committee at the Annual Meeting.

6.9.7 In a five (5) member committee, two (2) members will be elected at the Annual General Meeting and the remaining two (2) members will be appointed by the Executive Committee at the Annual Meeting.

6.9.8 Each Committee will be responsible for:

6.9.8.1 Development, growth and transformation of the discipline,

6.9.8.2 In conjunction with the host Affiliate, liaison at all national competitions, and

6.9.8.3 Education and training, together with analyses of the performances of athletes, within that discipline.

- 6.9.9 Duties
  - 6.9.9.1 Provide strategic guidance with respect to depth, growth, and transformation,
  - 6.9.9.2 Maintain surveillance with developments overseas,
  - 6.9.9.3 Ensure Long Term Participant Development planning that is aligned to, and integrated to, the strategic objectives of SSA,
  - 6.9.9.4 Assist the host Affiliate in national events,
  - 6.9.9.5 Formulate and update all competition rules, and
  - 6.9.9.6 Establish selection criteria
- 6.9.10 Meetings
  - 6.9.10.1 The first meeting of the new Technical Committees will take place as soon as possible after the Annual Meeting.

## **6.10 Selection Committees**

- 6.10.1 A Selection Committee for and in respect of each aquatic discipline shall be elected at the Annual General Meeting.
- 6.10.2 Composition
  - 6.10.2.1 Each Selection Committee shall consist of three (3) members, namely a Convenor and two (2) members.
  - 6.10.2.2 Members will be appointed by the Executive Committee from nominations received.
  - 6.10.2.3 Where applicable the National Coach of that Discipline shall be included on the Selection Committee, with no voting rights.
  - 6.10.2.4 No member of a Technical Committee may serve on the Selection Committee, and vice versa.
- 6.10.3 Duties
  - 6.10.3.1 Every effort must be made by members of the Selection Committee to ensure that they are appraised of standards

and performances internationally, attend all National events to undertake their responsibilities.

6.10.3.2 Based on the selection criteria provided, the Selectors will monitor and deliberate throughout their term of office potential candidates for teams.

6.10.3.3 The Convenor of selectors must liaise with SSA and the Technical Committee to ensure that they have all the relevant information available to select teams.

#### 6.10.4 Meetings

6.10.4.1 At its first Meeting, the Convenor will outline the programme of the Committee, with individual duties.

6.10.4.2 In the event that one or more Selectors may not be present at the venue where final selection is to take place, the Executive Committee need to be advised beforehand, and may, in its discretion, appoint additional persons to fill the vacancies, if deemed necessary.

#### 6.10.5 General

6.10.5.1 The Selection Committee shall, immediately after a selection of a team has been made, through its Convenor, convey their selection to the CEO of SSA, who will notify the President of SSA.

6.10.5.2 On receipt of the team, the President, after consultation with the Executive Committee, will make the necessary announcement of the final selection.

### **6.11 Coaches Committee (Multi – Discipline)**

6.11.1 In the interest of the sport, a Coaches Committee covering all disciplines is necessary.

6.11.2 The Committee must ensure that the highest possible standards of coaching is in place throughout SSA and its Affiliates.

6.11.3 Composition

- 6.11.3.1 This Committee will comprise of an appointed Convenor and the Convenors of each Discipline Coach Committees (see below).
- 6.11.4 Duties
  - 6.11.4.1 In order to achieve their objectives, the Committee must address and discuss common issues as they relate to coaches in general, and recommend to their disciplines and SSA, all aspects and concerns for SSA to bridge the gap between athletes and performance, such as training camps, talent identification, etc.
  - 6.11.4.2 More specifically, the Committee must ensure that at discipline level, the following functions are in force:
    - 6.11.4.2.1 Support programmes to enhance the overall quality of coaching in South Africa,
    - 6.11.4.2.2 Ensure that the necessary input and direction is available to develop athletes at all levels,
    - 6.11.4.2.3 Establish a development programme and talent identification process, nationally and regionally,
    - 6.11.4.2.4 Advise on the resource requirements to support national teams,
    - 6.11.4.2.5 Provide input into the national and international competition programme,
    - 6.11.4.2.6 Advise on and assist at all training camps,
    - 6.11.4.2.7 Support, through providing technical assistance, at all the Centres of Excellence, Training Centres, Academies, etc
  - 6.11.4.3 Attend all national events, and to regularly discuss common issues.
  - 6.11.4.4 Handle all disciplinary matters relating to coaches
- 6.11.5 Meetings
  - 6.11.5.1 Meetings will primarily take place at national competitions where members are attending.

- 6.11.5.2 Other meetings will be scheduled subject to the availability of funding.
- 6.11.6 General
  - 6.11.6.1 At the start of each season, the Committee will forward to the Executive Committee a list of coaches for possible inclusion at all national and international events.
  - 6.11.6.2 The Executive Committee will shortlist the coaches that will be included with each team.
  - 6.11.6.3 The decision of the Executive Committee on the final selection of coaches accompanying a team will be final.

## **6.12 Discipline Coaches Committees**

- 6.12.1 These Committees will be responsible for all the coaches in each discipline.
- 6.12.2 Composition
  - 6.12.2.1 These latter Committees will comprise of three (3) members.
  - 6.12.2.2 All members for these Committees will be appointed by the SSA Executive Committee from recommendations received from the Convenor of the Coaches Committee.
  - 6.12.2.3 The Convenors of each Discipline Committee will represent their discipline on the Coaches Committee.
- 6.12.3 Duties
  - 6.12.3.1 The duties of these Committees have been identified above.
- 6.12.4 Meetings
  - 6.12.4.1 Meetings will primarily take place at national competitions where members are attending.
  - 6.12.4.2 Other meetings will be scheduled subject to the availability of funding.

## **6.13 Coach Selection (for international events)**

- 6.13.1 All coaches wishing to serve on international duty, must be
  - 6.13.1.1 A South African national holding a South African passport or having Permanent Resident status in South Africa,
  - 6.13.1.2 In good standing with the Federation, and be
  - 6.13.1.3 Able to fulfil the team commitments as required at each event.
- 6.13.2 Even though certain team coach ratios are available, the final coaching staff for an event will be selected with due consideration to the event, the athletes, the size of the team, the availability of funds and in relation to SSA's equity policies with regard to transformation and gender.
- 6.13.3 The final selection must be approved by the Executive Committee, based on the submission provided by the National Coach of the respective discipline. A Head Coach will be appointed if deemed necessary.
- 6.13.4 Swimming Coaches
- 6.13.5 In the selection of Swimming Coaches for an international event, the following rankings will be considered, namely the:
  - 6.13.5.1 Coach with the highest FINA points in the "A" final in an individual event,
  - 6.13.5.2 Coach with the most swimmers in the team that have been selected for that event,
  - 6.13.5.3 Issue of Transformation and gender,

## **6.14 Athletes Committee**

- 6.14.1 In keeping with the policies of major international federations, SSA recognises the need to establish such a Committee made up solely of experienced athletes to provide a process to promote open communication between the athletes and SSA at all levels, for the benefit of the sport.
- 6.14.2 The Committee will be appointed by the Executive Committee for a four year cycle.
- 6.14.3 Composition
  - 6.14.3.1 This Committee will comprise of nine (9) members, all experienced athletes from the various disciplines.

- 6.14.3.2 All candidates, unless otherwise indicated, will be active athletes, eighteen (18) years and older, and in good standing with SSA.
- 6.14.3.3 The minimum qualification for all candidates is participation at the S A National Championships.
- 6.14.3.4 The Committee will comprise of the following members:
  - 6.14.3.4.1 Convenor,
  - 6.14.3.4.2 Two recently retired national team members. A retired member is any athlete who has represented SSA internationally in either, or both the preceding FINA World Championships, Olympic Games or Paralympic Games, and
  - 6.14.3.4.3 A member from each discipline, including disability.
  - 6.14.3.4.4 The Executive Committee will take due cognisance of the need of Transformation within the sport in the composition of the committee

#### 6.14.4 Duties

- 6.14.4.1 The duties of this Committee will be to Develop open lines of communication between all athletes of the various disciplines and the Executive Committee on issues that are of concern to the athletes,
- 6.14.4.2 Recommend athlete support programmes, in particular as a means of achieving best performances,
- 6.14.4.3 Ensure that all athletes understand and respect the various Codes of Conduct,
- 6.14.4.4 Educate all athletes on doping control,
- 6.14.4.5 Promote the highest level of sportsmanship at all levels and at all times,
- 6.14.4.6 Ensure that all athletes receive the proper recognition at all stages of their

6.14.4.7 Make recommendations to the Executive Committee on issues relating to athlete behaviour and performances,

6.14.4.8 Assist all athletes on disciplinary issues, and

6.14.4.9 Promote the athletes and the sport to sponsors, media and general public.

6.14.5 Meetings

6.14.5.1 One formal meeting should take place once a year during the S A National Championships.

## **6.15 Technical Officials Committee (multi – discipline)**

6.15.1 The objective of this Committee is to ensure that the standard of officiating at all events, by all disciplines, is undertaken at the highest standard possible.

6.15.2 Composition

6.15.2.1 This Committee will comprise of representatives from each discipline similar to Clause above.

6.15.3 Duties

6.15.3.1 This Committee will ensure that training of all officials is ongoing, followed by the grading of officials nationwide.

6.15.3.2 The Committee will also recommend to the Executive Committee all the senior officials for all the national championships and those officials to be placed on the FINA list.

6.15.4 Meetings

6.15.4.1 Meetings will primarily take place at national competitions where members are attending.

6.15.4.2 Other meetings will be scheduled subject to the availability of funding.

## **6.16 Swimming Technical Officials Committee (STOC)**

6.16.1 Composition



- 6.16.1.1 This Committee will comprise members, from nominations received.
- 6.16.1.2 Each of the members of the Committee will be responsible for one of the following portfolios:
- 6.16.1.3 Secretarial duties,
- 6.16.1.4 Development, growth and transformation of the discipline,
- 6.16.1.5 In conjunction with the host Affiliate, liaison at all national competitions, and
- 6.16.1.6 Education and training, together with analyses of the performances of officials, within that discipline.
- 6.16.1.7 Members will hold office for four years

6.16.2 Duties

- 6.16.2.1 The duties of this Committee, in conjunction with SSA Management (HRD Department) are as follows,:
- 6.16.2.2 Promote development and training,
- 6.16.2.3 Encourage officials to participate in officiating at all swim meets,
- 6.16.2.4 Ensure that the manuals are maintained,
- 6.16.2.5 Train officials in the highest standard of performance,
- 6.16.2.6 Officiate at all meets, and ensure standards are uniformly applied,
- 6.16.2.7 Assess the performance of all officials,
- 6.16.2.8 Arrange and conduct seminars, clinics, workshops and the like, with a view to improving and maintaining the standard of officials,
- 6.16.2.9 Grade all officials,
- 6.16.2.10 Submit to the Executive Committee the list of officials of all national events,
- 6.16.2.11 Publish bulletins, newsletters, etc.

- 6.16.3 Code of Dress
  - 6.16.3.1 At all national events, members must adhere to the code of dress as laid down by the Committee from time to time.
- 6.16.4 Awards
  - 6.16.4.1 Members will be entitled to awards as outlined in Clauses 23 of the Constitution
- 6.16.5 Meetings
  - 6.16.5.1 Meetings will primarily take place at national competitions where members are attending.
  - 6.16.5.2 Other meetings will be scheduled subject to the availability of funding.

## **6.17 Water Polo Technical Officials Committee (WTOC)**

- 6.17.1 Composition
  - 6.17.1.1 Each of the members of the Committee will be responsible for one of the following portfolios:
    - 6.17.1.2 Secretarial duties,
    - 6.17.1.3 Development, growth and transformation of the discipline,
    - 6.17.1.4 In conjunction with the host Affiliate, liaison at all national competitions, and
    - 6.17.1.5 Education and training, together with analyses of the performances of officials, within that discipline.
    - 6.17.1.6 Members will hold office for four years
- 6.17.2 Duties
  - 6.17.2.1 The duties of this Committee, in conjunction with SSA Management (HRD Department) are as follows,:
    - 6.17.2.2 Promote development and training,
    - 6.17.2.3 Encourage officials to participate in officiating at all swim meets,

- 6.17.2.4 Ensure that the manuals are maintained,
  - 6.17.2.5 Train officials in the highest standard of performance,
  - 6.17.2.6 Officiate at all meets, and ensure standards are uniformly applied,
  - 6.17.2.7 Assess the performance of all officials,
  - 6.17.2.8 Arrange and conduct seminars, clinics, workshops and the like, with a view to improving and maintaining the standard of officials,
  - 6.17.2.9 Grade all officials,
  - 6.17.2.10 Submit to the Executive Committee the list of officials of all national events,
  - 6.17.2.11 Publish bulletins, newsletters, etc.
- 6.17.3 Code of Dress
- 6.17.3.1 At all national events, members must adhere to the code of dress as laid down by the Committee from time to time.
- 6.17.4 Awards
- 6.17.4.1 Members will be entitled to awards as outlined in Clauses 23 of the Constitution
- 6.17.5 Meetings
- 6.17.5.1 Meetings will primarily take place at national competitions where members are attending.
  - 6.17.5.2 Other meetings will be scheduled subject to the availability of funding.

## **6.18 Education & Training Committee**

- 6.18.1 This Committee represents members of SSA who operate nationally in the specific field of Educating & Training.
- 6.18.2 Composition
  - 6.18.2.1 Affiliate Members shall submit names of delegates who are currently in practice for election and appointment to the

Committee, and must specify the experience details of each delegate at Affiliate level.

6.18.2.2 The Convenor of this Committee will operate closely with the LTS and HRD Units at SSA.

6.18.3 Duties

6.18.3.1 The range of duties of this Committee, in conjunction with SSA Management (HRD Department) are as follows:

6.18.3.2 organise workshops nationally,

6.18.3.3 create opportunities for expansion,

6.18.3.4 communicate and liaise with the Provincial Liaison Officer in their region,

6.18.3.5 provide examiners training courses,

6.18.4 Meetings

6.18.4.1 Meetings will be scheduled subject to the availability of funding.

**6.19 Transformation Committee**

6.19.1 SSA shall appoint this Committee with the specific task of monitoring the progress of Transformation within SSA.

6.19.2 This Committee shall report directly to the Executive Committee.

6.19.3 Composition

6.19.3.1 The appointment of members to this Committee is solely at the discretion of the Executive Committee.

6.19.3.2 The members are appointed by the Executive Committee and do not have to be capitated to SSA.

6.19.4 Duties

6.19.4.1 Based on the observations, the Committee will make representations to the Executive Committee with

recommendations, on methods in which the targets can be met.

6.19.5 Meetings

6.19.5.1 These shall be held at the discretion of the Convenor.

**6.20 Sports Science and Medical Committee**

6.20.1 This is a specific Committee comprising of members that have medical and technical science related expertise in order to assist athletes to perform at the highest level, namely the international arena.

6.20.2 The types of expertise considered are sports physicians, physiotherapists, bio-kineticist, sports psychologists, dieticians, doping specialists, etc.

6.20.3 Composition

6.20.3.1 The members are appointed by the Executive Committee and do not have to be capitated to SSA.

6.20.3.2 Affiliates will be invited to submit nominations of such expertise that may exist in their jurisdiction.

6.20.3.3 A representative from SSA Management will assist the Committee in its deliberations, and will be responsible for providing reports to the Executive Committee through the CEO.

6.20.4 Duties

6.20.4.1 The functions expected from this Committee are to :

6.20.4.2 Monitor the development of new technologies as they may effect athletes and coaches,

6.20.4.3 Maintain contact with academies and universities in respect to research and training,

6.20.4.4 Engage with other national and international on developments in such fields as new training skills, medicines, etc.

6.20.4.5 Establish protocols for assessments/evaluation of athletes,

- 6.20.4.6 Monitor implication of protocols,
  - 6.20.4.7 Monitor regularly performance of all SSA squads,
  - 6.20.4.8 Inform athletes and coaches of developments in doping control, and if need be, deal with any disciplinary matters related to doping offences.
  - 6.20.4.9 Provide specialised team support for national and international competitions, in respect of assessments, team support staff, relations with coaches, etc, and advise on team selection.
  - 6.20.4.10 Provide regular advice and information on developments to athletes, coaches and parents.
- 6.20.5 Meetings
- 6.20.5.1 These shall be held at the discretion of the Convenor.

## **6.21 Athlete Development Committee**

- 6.21.1 This Committee is responsible for providing advice for the development of quality athletes of international standard, through technical and scientific expertise.
- 6.21.2 Composition
  - 6.21.2.1 This Committee will comprise of seven (7) members, namely the Convenor with the :
    - 6.21.2.2 Convenor of the Swim Coaching Committee,
    - 6.21.2.3 Convenor of the Athletes Committee,
    - 6.21.2.4 Convenor of the Swim Technical Committee,
    - 6.21.2.5 Convenor of the Sports Science, and
    - 6.21.2.6 Two members nominated by the Executive Committee.
    - 6.21.2.7 The Athlete Development Unit at SSA shall appoint, ex officio, a representative who will assist the Committee administratively.
- 6.21.3 Duties

- 6.21.3.1 The functions of this Committee will be to :
  - 6.21.3.2 Provide input to the SSA High Performance Plan,
  - 6.21.3.3 Provide input into the national and international competition programme, with specific reference to the SSA High Performance Plan,
  - 6.21.3.4 High Performance Plan,
  - 6.21.3.5 Comment on the criteria for selection of national teams,
  - 6.21.3.6 Advise on support programmes,
  - 6.21.3.7 Advise on resource requirements for the national teams and the SSA High Performance Plan,
  - 6.21.3.8 Oversee planning for, and implementation, of all the Centres of Excellence and the Academies,
  - 6.21.3.9 Provide comments to the medical and scientific support programme, and
  - 6.21.3.10 Provide comments to the coach development plan,
- 6.21.4 Meetings
- 6.21.4.1 This Committee shall meet at the discretion of the Convenor

## **6.22 Ad Hoc Committees**

- 6.22.1 The Executive Committee shall be entitled to nominate any kind of Ad Hoc Committee, when it is considered appropriate.

## **7.0 ADVERTISING**

- 7.1 Identification in the form of logos on swimwear and pool deck equipment is only permitted in accordance with the regulations established by FINA in their By-Laws BL.7.
- 7.2 Body advertisement is not allowed in any way whatsoever.
- 7.3 Advertising for tobacco or alcohol is not allowed.
- 7.4 All intended advertising by Affiliates at all National Events must be approved by Swimming South Africa prior to the start of the event

## **8.0 SELECTION**

### **8.1 Policy**

- 8.1.1 The primary objective of the Swimming South Africa Selection Policy is to ensure that athletes chosen to represent South Africa in major international competitions are of the highest possible standard to enable South Africa to achieve medals.
- 8.1.2 A secondary objective is to underpin the future success of South Africa at major international competitions by providing elite development athletes with increased opportunities to compete at international level for the purpose of accelerating their progression into national teams.
- 8.1.3 This policy will run parallel to the Swimming South Africa LTPD framework.

### **8.2 Implementation of Policy**

- 8.2.1 The formulation of the selection policy is the responsibility of the Discipline Selection Committees.
- 8.2.2 The policy must extend to the next Olympic Games.
- 8.2.3 Adjustments to the policy may take place during this period..
- 8.2.4 All specific criteria must be approved by the SSA Executive Committee

### **8.3 Eligibility**

- 8.3.1 To be eligible for consideration for selection to a National Squad or Team, athletes must:
  - 8.3.1.1 be South African Citizens; or
  - 8.3.1.2 be South African residents for a continuous period of at least two years who have applied for South African Citizenship and not represented another country in the same two year period;
  - 8.3.1.3 be registered members of SSA
  - 8.3.1.4 Participate at the South African National Aquatic Championships in the year of selection and achieve the criteria set out



- 8.3.2 Athletes may also be added to the National Squad at the discretion of the SSA Executive Committee. This discretion is absolute.
- 8.3.3 Factors that may be taken into consideration when exercising the discretion are:
  - 8.3.4 performances at Major International Competitions in the previous and current years;
  - 8.3.5 assessment on the athlete's ability to win medals for South Africa;
  - 8.3.6 level of adherence by the athlete to the obligations of National Squad athletes as outlined below.

#### **8.4 Obligations of Athletes Selected to the National Squads or Teams**

- 8.4.1 All athletes who have been selected to a National Squad must:
  - 8.4.1.1 adhere to the National Training Programme as set by Swimming South Africa;
  - 8.4.1.2 maintain a minimum monthly training attendance rate of 95%;
  - 8.4.1.3 supply a training logbook to SSA outlining the full training schedule and a record of any injuries;
  - 8.4.1.4 undergo physiological fitness testing as required;
  - 8.4.1.5 attend National Squad camp(s) as set out by Swimming South Africa;
  - 8.4.1.6 participate in the National Squad Programme as directed by Swimming South Africa;
  - 8.4.1.7 compete in the competition programme outlined by Swimming South Africa;
  - 8.4.1.8 sign the Swimming South Africa Squad Agreement.

#### **8.5 Funding**

- 8.5.1 Funding for any of the above mentioned activities will be the responsibility of SSA, subject to the availability of funds for the specific activity.
- 8.5.2 In certain cases, self-funding will be allowed subject to certain conditions laid down by SSA.

## **9.0 COLOURS**

- 9.1 The Executive Committee will decide, based on the level of competition, which colours will be recommended for a particular competition or function.

### **9.2 S A National Protea Colours**

- 9.2.1 The National Colours policy is based on the Rules and Procedures issued by the South African Sports Confederation and Olympic Committee.
- 9.2.2 The awarding of National Colours is under the direct control of the National Colours Board of the South African Sports Confederation and Olympic Committee.
- 9.2.3 The Executive Committee will decide, based on the level of competition, to recommend to the South African Sports Confederation and Olympic Committee the award of National Colours.
- 9.2.4 It has been generally accepted by the National Colours Board that selection to the FINA World Championships, FINA World Short Course Swimming Championships and the Pan Pacific Games will satisfy the standard for qualification of National Colours.
- 9.2.5 The awarding of National Colours is not automatic and the South African Sports Confederation and Olympic Committee reserve the right not to approve an application for colours from SSA.

### **9.3 SSA Colours**

- 9.3.1 The awarding of Colours is under direct control of the Executive Committee.
- 9.3.2 SSA Colours will be awarded to any administrator, competitor or official capitated with SSA.
- 9.3.3 The colours of SSA shall be Dark Blue, Light Blue and White.
- 9.3.4 The badge of SSA shall be the approved logo of SSA, surmounted by the words SOUTH AFRICA and underneath, words descriptive of the reason for the award.
- 9.3.5 The badge of SSA shall be worked in the colours outlined in Clause 19.1.3.

- 9.3.6 The blazer of SSA shall be one colour, namely Navy Blue.
- 9.3.7 Persons who represent SSA shall be entitled to wear the official blazer and badge on approval of the Executive Committee.

## **10.0 TEAM MANAGERS**

- 10.1 Team Managers represent SSA and South Africa at national and international events, and shall be responsible for the welfare of the team under their jurisdiction, from the time of appointment.
- 10.2 At the start of each season, Affiliates will be asked to recommend suitable candidates, each with his/her curricula vitae.
- 10.3 On receipt of the above information, the Executive Committee will decide immediately on the Team Managers that will lead each team. This will enable the incumbents to familiarise themselves with their role and be fully prepared when the teams are finally announced.
- 10.4 The Executive Committee reserve the right to increase the number of the managerial staff with each team.
- 10.5 All Team Managers wishing to serve on international duty, must be
  - 10.5.1 A South African national holding a South African passport, or having Permanent Resident status in South Africa,
  - 10.5.2 In good standing with SSA and his Affiliate, and be able to fulfil the responsibilities as required at each event.
  - 10.5.3 Have completed a Team Managers Training Programme.
  - 10.5.4 Within twenty one (21) days, after the return of the team from national or international duty, the Team Manager will forward to SSA, a detailed report of the tour, covering all aspects of travel and the event, and will include in the report the reports from accompanying coaches, medical staff and the athlete's representative.