

Fencing Federation of South Africa

CONSTITUTION

(Including all amendments up until 7 July 2017)

1. NAME

- 1.1. The name of this association is the Fencing Federation of South Africa, a non-profit organisation. (Hereinafter referred to as the “Federation”).
 - 1.1.1. The Federation’s shortened name will be “FFSA” or “Fencing SA”
- 1.2. The Fencing Federation of South Africa was previously known as the South African Amateur Fencing Association.
- 1.3. The FFSA shall be affiliated to SASCOC and the FIE and shall be the sole recognized national association for the sport of Fencing in South Africa.

2. INTERPRETATIONS

- 2.1. Unless the contrary intention appears from the context, the following terms used in this Constitution shall have the meanings as ascribed hereunder:
 - 2.1.1. “FFSA Constituent Members” are formally Registered Provincial Fencing Associations that are accepted to become members. No other fencing Individuals, Clubs or Associations are FFSA members.
 - 2.1.2. “CAE” shall mean the Confédération Africaine d’Escrime.
 - 2.1.3. “CFF” shall mean the Commonwealth Fencing Federation.
 - 2.1.4. “Commission” shall mean any body of individuals mandated by the Executive Committee to oversee and/or manage a particular aspect of the FFSA operation.
 - 2.1.5. “Competition(s)” shall mean any competition held under the auspices of, or sanctioned by, the FFSA or a Provincial Fencing Association, including but not limited to National Competitions or Ranking Competitions.
 - 2.1.6. “Executive Committee” shall mean the office bearers of the FFSA elected at an Annual General Meeting and entrusted with the management of the day-to-day affairs of the FFSA. The said office bearers will be known as the President, Deputy President, Secretary General and Treasurer of the FFSA.
 - 2.1.7. “Fencer” shall mean an individual who engages in Fencing.

- 2.1.8. "Fencing" shall mean the sport of modern fencing as defined and regulated by the FIE.
- 2.1.9. "Fencing Administrator" shall mean an individual who is involved in the ongoing administration of Fencing at a Fencing Club or Provincial Fencing Association level in South Africa.
- 2.1.10. "Fencing Club" shall mean any active institution in South Africa where Fencing is exclusively taught, practiced and promoted; whose Fencers can represent it in competitions; that is distinct in terms of administration and operation; and that is affiliated with a Provincial Fencing Association.
- 2.1.11. "Fencing Coach" shall mean an individual whose principal activity is the teaching of Fencing in return for remuneration.
- 2.1.12. "FFSA" shall mean the Fencing Federation of South Africa.
- 2.1.13. "FFSA Council" shall mean the supreme authority of FFSA and will consist of the Chairmen of the Provincial Fencing Associations and members of the Executive Committee.
- 2.1.14. "FFSA Licence" shall mean a licence to compete in a Ranking Competition acquired by a Fencer on an annual basis.
- 2.1.15. "FFSA Regulations" shall mean any and all regulations approved by the FFSA Council from time to time in accordance with the Constitution and governing the sport of Fencing in South Africa, including but not limited to the Regulations for Ranking Competitions, Selection Criteria and Procedures, the Dispute Resolution Regulations, the Disciplinary Code, the Code of Conduct for Coaches, Managers and Athletes and the Penalties To Be Applied Code (Adult and Junior);
- 2.1.16. "Fencing Individual" shall mean any Fencer, Fencing Coach, Fencing Referee and Fencing Administrator affiliated to a Fencing Club and registered with a Provincial Fencing Association.
- 2.1.17. "Fencing Referee" shall mean an individual who holds a recognized qualification to referee Fencing Competitions.
- 2.1.18. "Fencing Year" shall mean a 12-month period during which Competitions take place. A Fencing Year is not necessarily the same as a calendar year.
- 2.1.19. "FIE" shall mean the Fédération Internationale d'Escrime.
- 2.1.20. "Ranking Competition" shall mean a Competition for rankings as described in the Regulations for Ranking Competitions, Selection Criteria and Procedures.

- 2.1.21. "Provincial Fencing Association" shall mean any distinct Provincial body that is recognized as a member of FFSA and charged with the administration of the sport of Fencing in a clearly defined geographic province.
- 2.1.22. "SAIDS" shall mean The South African Institute for Drug-Free Sport.
- 2.1.23. "SASCOC" shall mean the South African Sports Confederation and Olympic Committee.
- 2.1.24. "WADA" shall mean the World Anti-Doping Agency.
- 2.2. Except where the context forbids, words implying male gender shall include female gender, and words implying the singular shall include the plural, and vice versa.
- 2.3. The term "year" when not used in the context of a financial year, shall mean the period between consecutive Annual General Meetings.
- 2.4. Emailed PDFs of documents with either a scanned signature or digital signature will be accepted as written documents.

3. BODY CORPORATE

3.1. The Federation shall:

- 3.1.1. Exist in its own right, separately from its members.
- 3.1.2. Continue to exist even when its members change and there are different office bearers.
- 3.1.3. Be able to own property and other possessions.
- 3.1.4. Be able to sue and be sued in its' own name. The Federation and its' executive committee and / or council members will not be liable for any action brought directly against any of its members. The Liability of any member for any obligation of the association shall be limited to the membership fees payable by the member in a single year.

4. OBJECTS

4.1. The objects of the FFSA shall be:

- 4.1.1. To serve as the national governing body for the sport of Fencing in the Republic of South Africa and in that capacity fulfil the lawful obligations imposed on national governing bodies and to enjoy the privileges and prerogatives afforded by the national governing bodies in accordance with the laws of the Republic of South Africa, SASCOC and the FIE;

- 4.1.2. To affiliate to and maintain relations with relevant Fencing and sporting bodies including the FIE, SASCOC, CAE and CFF.
- 4.1.3. To promote, develop and co-ordinate Fencing, in accordance with the rules and regulations of the FIE and SASCOC, within the Republic of South Africa;
 - 4.1.3.1. To specifically promote, develop and co-ordinate Fencing in communities that have been historically disadvantaged.
 - 4.1.3.2. To pursue policies and programmes aimed at redressing imbalances and at creating a genuine non-racial, non-political and democratic federation.
 - 3.1.3.3 To adopt and enact such measures which, in the opinion of the FFSA and/or SASCOC and/or the FIE, will foster, promote, regulate, encourage and provide facilities for the sport of Fencing in South Africa.
- 4.1.4. To ensure that the principle of non-discrimination on the grounds of race, ethnicity, gender, religion, political opinions, family status or other is respected;
- 4.1.5. To maintain and improve the standard of Fencing in the Republic of South Africa;
- 4.1.6. To advance and safeguard the interests of all Fencing Individuals and Provincial Fencing Associations, and to foster good relationships amongst Fencing Individuals as well as Provincial Fencing Associations;
- 4.1.7. To provide and/or support local, Provincial and national competitive opportunities for Fencers of all levels of ability under uniform rules and regulations and to strive for improvement in all aspects of organizing and conducting Fencing Competitions;
- 4.1.8. To facilitate, where possible, international training opportunities and tours for South African Fencers, who have qualified to compete internationally;
- 4.1.9. To select, support and prepare individuals and teams to represent South Africa in international Fencing competitions;
- 4.1.10. To develop, support and promote Fencing Referees in domestic competitions, national competitions and international competitions;
- 4.1.11. To provide support in the form of information and education programmes to Fencing Coaches and to organisations and groups that offer Fencing opportunities;

- 4.1.12. To make available information and opportunities that will allow Fencing Individuals to enhance their skills and to increase their enjoyment and the benefit they derive from the sport of Fencing;
- 4.1.13. To support and actively participate in the fight against doping in sport in accordance with the anti-doping regulations of the FIE, WADA and SAIDS;
- 4.1.14. To provide assistance, guidelines and support to other organisations that promote Fencing or conduct Fencing Competitions in a manner consistent with the purposes, goals and means of the FFSA;
- 4.1.15. To foster goodwill and harmonious relationships with Fencing individuals and national Fencing organisations in foreign countries, especially those federations in Africa, for the advancement of the sport of Fencing on the continent;
- 4.1.16. To bind its members to all contracts, deeds and agreements entered into by the Executive Committee on behalf of the Federation;
- 4.1.17. To adopt such regulations as may be in the best interests of the sport of Fencing, to vary or amend regulations so adopted, and to bind its members to all regulations so made and for the time being in force, subject to the constitutions of and regulations promulgated by SASCOC and the FIE; and
- 4.1.18. To formulate, control, add to, rescind and amend the terms and conditions under which Competitions, trials and tournaments under the auspices of the FFSA shall be conducted.

5. AUTHORITY

- 5.1. Subject to this Constitution, the FFSA shall have full power, jurisdiction and authority to do all things necessary to carry out the administration of the sport of Fencing in South Africa and promote the objects of the FFSA. These shall include but not be limited to:
 - 5.1.1. To make rules, regulations, by-laws and resolutions for the advancement, good governance and administration of Fencing in South Africa, which rules, regulations, by-laws and resolutions shall be binding on all members of the Federation. Such rules, regulations, by-laws and resolutions shall be promulgated in accordance with the objects set out in this Constitution, the statutes of the FIE and the laws of the Republic of South Africa;
 - 5.1.2. To engage in negotiations, enter into contracts or arrangements and/or undertake such operations as may be necessary for the purpose of advancing the interests of Fencing in South Africa and to oppose any conduct, proceedings or disputes that may directly or indirectly be detrimental to the interests of FFSA and the advancement of Fencing in South Africa;

- 5.1.3. Where necessary, to institute and defend any legal proceeding as may be required to uphold the objects and powers described in Article 4 and Article 5 of this Constitution;
- 5.1.4. To appoint, employ, remove or suspend such persons, whether remunerated employees, contractors, agents or non-remunerated volunteers, as may be necessary for the achievement of the objects of this Constitution and the advancement and the good management of Fencing in South Africa;
- 5.1.5. To appoint Commissions upon such terms as the FFSA may consider necessary to give effect to its authority;
- 5.1.6. To enter into donor, funding or sponsorship arrangements with individuals or companies and to solicit and accept fees, donations, bequests, contributions and subscriptions for the advancement of the FFSA, provided that all funding received by the FFSA is governed by the laws of the Republic of South Africa and the statutes of SASCOC and FIE. No donor or sponsor may receive benefits from the provision of funding beyond that permitted by the laws of the Republic of South Africa and the statutes of SASCOC and the FIE;
- 5.1.7. To operate a banking account, or accounts, and to draw, make, accept, endorse, sign, discount, execute and issue cheques, promissory notes, bills of exchange, bills of lading, warrants, debentures and other negotiable documents;
- 5.1.8. To lease, purchase or otherwise acquire premises, equipment, vehicles, furniture and other property assets, whether movable or immovable, that may be deemed necessary for any of the objects of the FFSA and in order to provide suitable equipment, accommodation and facilities for the promotion of Fencing in South Africa;
- 5.1.9. To improve, manage, exchange, lease, mortgage, sell, dispose of, turn to account and grant options, rights and privileges in respect of, or otherwise deal with, all or any part of the property rights of the FFSA;
- 5.1.10. To deposit or invest the monies and assets of the FFSA not immediately required, in such securities and in such manner as may from time to time as may be determined, provided that cash resources and investments will only be made with Financial Institutions as defined in Section 1 of the Financial Institutions (Investment of Funds) Act of 1984 as amended or substituted from time to time;
- 5.1.11. To borrow or raise money in such a manner as the FFSA shall deem fit and in particular to secure the payment of any monies so borrowed by means of mortgage, pledge, charge or lien upon the whole or part of the FFSA's property or assets; and also by mortgage, pledge, charge or lien to secure and guarantee the due performance of the FFSA of any obligation or liability it may undertake;

- 5.1.12. To grant allowances and ex gratia payments;
- 5.1.13. To inspect, inquire and/or intervene into the administration and/or financial affairs of an affiliated Provincial Fencing Association should there be evidence that the Provincial Fencing Association is acting in contravention of the laws of the Republic of South Africa, the FFSA Constitution and/or the statutes of SASCOC and/or the FIE, and/or accepted principles of good governance and good management;
- 5.1.14. To reprimand, fine or suspend the membership of any Provincial Fencing Association, Fencing Club or Fencing Individual if such organisation infringes the Constitution, by-laws, rules, regulations, policies, principles and resolutions of FFSA, SASCOC and/or the FIE, or engages in acts of misconduct, improper practices, misdemeanour, acts of defiance or bringing the FFSA into disrepute or no longer fulfils the requirements for membership as set out in this Constitution; and
- 5.1.15. To do all such other things as are incidental or conducive to the attainment of the objects set out in Article 4.

6. FINANCE

- 6.1. The Financial year of the Federation starts on the 1st April of each year and ends on the 31st March the following year, a 12 month period.
- 6.2. The revenue of the FFSA shall be derived from:
 - 6.2.1. Annual FFSA Licence fees paid by Fencing Individuals and collected and paid by the Provincial Fencing Associations to FFSA on behalf of the Fencing Individuals concerned. These fees shall be determined at an Annual General Meeting of the FFSA and shall be effective at the start of the financial year following the date of the Annual General Meeting;
 - 6.2.2. Special contributions and levies as voted for by the FFSA Council at an Annual General Meeting;
 - 6.2.3. Financial assistance and grants made to the FFSA by the Department of Sport and Recreation South Africa, or any similar body;
 - 6.2.4. Financial assistance and grants made to the FFSA by SASCOC, the National Lotteries Board, the FIE or any similar body; and
 - 6.2.5. Funds received by way of sponsorships, donations, fund raising activities, or from other sources regarded as being revenue.
- 6.3. The FFSA Council may require each Provincial Fencing Association to pay an annual affiliation fee to FFSA.

- 6.4. The FFSA shall maintain a complete set of financial records detailing all income and expenditure, including an annual balance sheet as well as income and expenditure accounts.
- 6.5. The balance sheet, and income and expenditure accounts shall be prepared by a chartered accountant or similarly qualified person who shall prepare the annual financial statements.
- 6.6. The financial statements will be submitted to reputable auditors for the annual audit.
- 6.7. All supporting documentation, including invoices and receipts, shall be retained and made available to the auditors.
- 6.8. The audited financial statements shall be presented at the following Annual General Meeting for discussion and approval.
- 6.9. The income and property of the FFSA shall remain separate to that of its members and, however derived, shall be applied solely towards the promotion of the objectives of the FFSA, as set forth in this constitution, and no portion thereof shall be paid or transferred, directly or indirectly, by way of dividend, bonus, or otherwise by way of profit, to any individual person, except as remuneration for services rendered as an officer of the FFSA or as otherwise approved by the FFSA Council.

7. STRUCTURE

7.1. The FFSA shall comprise the following structure:

7.1.1. Fencing Individuals

7.1.1.1. All Fencing Individuals shall belong to a Fencing Club.

7.1.1.1.1. An individual Fencer may belong to more than one Fencing Club, especially in the case of cadet and junior Fencers. In these cases, the Fencer shall indicate his or her primary Fencing Club, which will be the Fencing Club he or she represents in Competitions held by the FFSA or Provincial Fencing Associations.

7.1.1.1.2. Any other Fencing Club to which the Fencer belongs but is not listed by the Fencer as his or her primary Fencing Club may receive membership and other fees from the Fencer, but may not register the Fencer with the relevant Provincial Fencing Association or the FFSA as a Fencer of the Fencing Club.

7.1.1.2. If there is no Fencing Club in the geographical province of the Fencer, the Fencer may apply for membership of a Fencing Club in a neighbouring province.

- 7.1.1.2.1. The Fencer will remain a member of the neighbouring Fencing Club until such time as a Fencing Club is established in the Fencer's geographical province.

7.1.2. Fencing Clubs

- 7.1.2.1. All Fencing Clubs must be affiliated with the Provincial Fencing Association in their relevant geographical area.
- 7.1.2.2. In the case where there is no recognized Provincial Fencing Association, the FFSA Executive Committee will assign the Fencing Club to the geographically closest Provincial Fencing Association.
 - 7.1.2.2.1. The Fencing Club will remain a member of the neighbouring Provincial Fencing Association until such time as a Provincial Fencing Association is established in the Fencing Club's geographical province.

7.1.3. Provincial Fencing Associations

- 7.1.3.1. Provincial Fencing Associations represent the Fencing Clubs and Fencing Individuals in their defined geographical province.
- 7.1.3.2. In order to be a Constituted member recognized by, and affiliated to the FFSA with full voting rights, the Provincial Fencing Associations shall:
 - 7.1.3.2.1. Be duly constituted in accordance with Article 8.3 of this Constitution;
 - 7.1.3.2.2. Apply in writing to the FFSA Council providing the required information in accordance with Articles 8.3.3 to 8.3.6 of this Constitution, including the names and particulars of the office bearers on the governing committee of the Provincial Fencing Association;
 - 7.1.3.2.3. Undertake to adhere to the statutes of the FFSA and the FIE;
 - 7.1.3.2.4. Pay the Licence fees referred to in Article 6.2.1 to FFSA;
 - 7.1.3.2.5. Consist of such number of Fencing Clubs and Fencing Individuals as required by the FFSA Council in the Provincial Membership guidelines, and
 - 7.1.3.2.6. Provide an annual report to the Secretary-General of the FFSA prior to the Annual General Meeting demonstrating compliance with the requirements set out in Article 7.1.3.2 and Article 8.3 of this Constitution.

- 7.1.3.3. Where a Constituted Provincial Fencing Association fails to meet the criteria set out herein or in Article 8.3, such Provincial Fencing Association shall be entitled to attend the Annual or Special General Meetings of the FFSA Council, provided that such Provincial Fencing Association shall have observer status only and shall not be entitled to vote on any matters before the FFSA Council.
- 7.1.3.4. Provisional Provincial membership may be considered where a province is duly constituted, but has a lesser number of Fencing Clubs and Fencing Individuals than required and contemplated in the Provincial Membership Guidelines.
- 7.1.4. Executive Committee
- 7.1.4.1. The Executive Committee of the FFSA shall comprise four committee members, nominated by the Constituted Provincial Fencing Associations and each elected for a four-year period at the Annual General Meeting.
- 7.1.4.2. The Executive Committee will manage the affairs of the FFSA as outlined in this Constitution.
- 7.1.4.3. The Executive Committee shall report to the FFSA Council.
- 7.1.5. Commissions
- 7.1.5.1. Commissions are mandated by the Executive Committee to assist the Executive Committee on a permanent or temporary basis to perform specific functions related to the advancement and management of Fencing in the Republic of South Africa.
- 7.1.6. FFSA Council
- 7.1.6.1. The FFSA Council is the supreme authority of the FFSA.
- 7.1.6.2. The constituent members of the FFSA Council are members of the Executive Committee as well as Chairmen of the respective Constituted Provincial Fencing Associations-
- 7.1.6.3. The FFSA Council will oversee the management of the affairs of the FFSA as described in this Constitution.

8. ROLES AND RESPONSIBILITIES

8.1. Fencing Individuals

- 8.1.1. Fencing Individuals must be members of a Fencing Club.

- 8.1.2. Fencing Individuals are responsible for ensuring that their conduct is in accordance with the spirit and letter of the FFSA Constitution, as well as the statutes of SASCOC and the FIE.
 - 8.1.3. Fencing Individuals are responsible for familiarizing themselves with the competition, material and disciplinary rules of the FIE, the FFSA Regulations as well as the provisions of this Constitution.
 - 8.1.4. Fencing Individuals are responsible for paying membership fees to their respective Provincial Fencing Associations at the start of the Provincial Fencing Association's calendar or financial year.
 - 8.1.5. Should a Fencer compete in national Competitions, FFSA Licence fees are to be paid before the first official Competition of a distinct competitive season. No Fencing Individual shall compete in a Ranking Competition without having obtained an FFSA Licence.
 - 8.1.6. No unregistered Fencer shall be allowed to compete in any Fencing Competition arranged under the auspices of any Provincial Fencing Association or by the FFSA.
- 8.2. Fencing Clubs
- 8.2.1. Fencing Clubs must endeavour to provide Fencing training and Fencing coaching of a professional and safe standard and in accordance with best practices.
 - 8.2.2. Fencing Clubs must strive to foster goodwill within the South African Fencing community and must ensure that their institutions do not discriminate on the grounds of race, ethnicity, gender, religion, political opinions, family status or any other criteria.
 - 8.2.3. Fencing Clubs must register with the Provincial Fencing Association in their geographic province or, if there is no Provincial Fencing Association in their province, with a Provincial Fencing Association in a neighbouring province.
 - 8.2.4. Fencing Clubs must provide their Provincial Fencing Associations with an updated list of Fencing Individuals and their details. Such information shall be provided to their Provincial Fencing Association each year prior to the Annual General Meeting.
 - 8.2.5. Fencing Clubs must distinguish between those Fencers who are primary members and those Fencers who have identified another Fencing Club as their primary Fencing Club.
 - 8.2.6. Fencing Clubs are responsible for the dissemination to their members of news and information relevant to Fencing as supplied by the Provincial Fencing Association.

8.3. Provincial Fencing Associations

- 8.3.1. Provincial Fencing Associations are members of the FFSA.
- 8.3.2. Provincial Fencing Associations must conduct their affairs in accordance with the laws of the Republic of South Africa, the Constitution of the FFSA, the FFSA Regulations, and the statutes of SASCOC and the statutes of the FIE.
- 8.3.3. Each of the constitutions of the Provincial Fencing Associations shall be consistent with the FFSA Constitution and the statutes of SASCOC and the FIE and shall ensure the promotion, development, advancement and good management of Fencing in their respective geographical areas.
- 8.3.4. Each Provincial Fencing Association shall submit a copy of its latest constitution or memorandum of incorporation to the FFSA before the Annual General Meeting.
- 8.3.5. Any application for affiliation by a newly constituted Provincial Fencing Association must be accompanied by a written supporting nomination by an existing Provincial Fencing Association, a copy of its constitution or memorandum of incorporation (which must be in accordance with the requirements of the FFSA, SASCOC and the FIE) and a copy of the minutes approving the adoption of such constitution or memorandum of incorporation.
- 8.3.6. Each Provincial Fencing Association must elect a governing committee whose composition must include at least a Chairman, Secretary, and Treasurer. Members of the governing committee will be Fencing Individuals in good standing.
- 8.3.7. Each Provincial Fencing Association is responsible for the dissemination of news and information relevant to Fencing as supplied by the FFSA to Fencing Clubs and Fencing Individuals in their province.
- 8.3.8. Each Provincial Fencing Association must submit to the FFSA Executive Committee the following information:
 - 8.3.8.1. A summary of its financial statements
 - 8.3.8.2. Full details of its registered member Fencing Clubs and member Fencing Individuals; each year prior to the Annual General Meeting.
- 8.3.9. The receipt and use of funding from donations, sponsorships, bequests, contributions or any other sources of funding must be fully documented in accordance with instructions accompanying the funding.
- 8.3.10. Each Provincial Fencing Association shall be responsible for collecting FFSA Licence fees as required from Fencing Individuals in the province or geographical province and paying the fees to the FFSA in a timely manner.

- 8.3.11. The Provincial Fencing Association shall nominate applicable Fencing Individuals to sit on the Executive Committee. Each Provincial Fencing Association shall nominate a maximum of one Fencing Individual for any position on the Executive Committee.
- 8.3.12. The Chairmen of the Constituted Provincial Fencing Associations shall sit on the FFSA Council and shall nominate another member of the governing committee of the Constituted Provincial Fencing Association to fully represent them on the FFSA Council, should the Chairman, for whatever reason, be unable to attend to FFSA Council business.

8.4. Executive Committee

- 8.4.1. The Executive Committee is mandated by the FFSA Council to fully control and manage the affairs of FFSA in between Annual General Meetings.
- 8.4.2. The Executive Committee is advised by, and answerable to, the FFSA Council.
- 8.4.3. The Executive Committee is bound by the laws of the Republic of South Africa, the FFSA Constitution and the statutes of SASCOC and the FIE. It shall act in accordance with the objects of this Constitution and in the best interests of the sport of Fencing.
- 8.4.4. In the absence of a specific limit placed on the powers of the Executive Committee by a General Meeting, the Executive Committee shall exercise the authority as outlined in Article 5.
- 8.4.5. The Executive Committee shall consist of four (4) members nominated by the Provincial Fencing Associations and voted into office by the Provincial Chairmen as described in Article 12.
- 8.4.6. Positions on the Executive Committee shall consist of a President, Deputy-President, Secretary-General and Treasurer.
 - 8.4.6.1. The members of the Executive Committee will be Fencing Individuals in good standing and registered with a Provincial Fencing Association.
 - 8.4.6.2. No member of the Executive Committee may sit on the governing committees of Provincial Fencing Associations.
 - 8.4.6.3. The Executive Committee should strive to achieve diversity of Provincial, gender and race representation.
- 8.4.7. The President shall be responsible for the following functions:
 - 8.4.7.1. To chair meetings of the Executive Committee and FFSA Council.
 - 8.4.7.2. To supervise and co-ordinate the activities of the Executive Committee.

- 8.4.7.3. To maintain sound relations with SASCOC, SRSA and the FIE.
- 8.4.7.4. To represent FFSA at any event, function or gathering to which it has been invited or at which it wishes to be represented.
- 8.4.7.5. To play a ceremonial role for FFSA by attending Competitions, where possible.
- 8.4.8. The Deputy-President shall assist the President in fulfilling the duties described in Article 8.4.7. In the event that the President is unable to fulfil these duties directly, the Deputy-President (or such other member of the Executive Committee as may be nominated by the President) shall have the authority to carry out such duties on behalf of the President. The Deputy-President shall also be responsible for the following functions:
 - 8.4.8.1. To ensure that each FFSA commission operates according to its directives and meets its objectives.
 - 8.4.8.2. To identify and pursue all avenues of funding for FFSA.
 - 8.4.8.3. To compile and submit annual applications for funding to entities such as, but not exclusive to, SRSA, FIE and the South African LOTTO with the assistance of the Secretary-General and the Treasurer.
- 8.4.9. The Secretary-General shall be responsible for:
 - 8.4.9.1. Providing an administrative support service for the Executive Committee and FFSA Council.
 - 8.4.9.2. Compiling and timely distribution of notices, agendas and other necessary documentation to the Executive Committee and FFSA Council.
 - 8.4.9.3. Taking, compiling and timely distribution of minutes of all meetings of the Executive Committee and FFSA Council. The Secretary-General may request the Secretary of the Provincial Fencing Association hosting a FFSA Council meeting to assist with the recording and drafting of minutes of such a meeting.
 - 8.4.9.4. Receiving all correspondence and the timely distribution thereof.
 - 8.4.9.5. Sourcing, compiling and timely submission of all information, statistics, etc. that may be required by SASCOC and SRSA, including narrative reports required relating to grants received.
 - 8.4.9.6. Execution of any administrative tasks which may be entrusted by the Executive Committee or FFSA Council.
- 8.4.10. The Treasurer shall be a person with experience in financial or accounting matters. The Treasurer shall be responsible for:

- 8.4.10.1. Managing all financial matters/activities of FFSA under the principles of good corporate governance.
- 8.4.10.2. Drafting and managing the budget.
- 8.4.10.3. Effective administration and management of all financial and fixed assets.
- 8.4.10.4. Entering and handling all financial transactions.
- 8.4.10.5. Compiling and submitting interim and final reports on expenditure funded by grants received from entities such as, but not exclusive to, SRSA, FIE and the South African LOTTO with the assistance of the Secretary-General.
- 8.4.10.6. Preparation of annual financial statements.
- 8.4.10.7. Arranging for annual financial statements to be audited prior to the FFSA AGM.
- 8.4.11. Any person shall be eligible to serve as a member of the Executive Committee provided that:
 - 8.4.11.1. such a person is affiliated with a Fencing Club and is a registered member of a Provincial Fencing Association;
 - 8.4.11.2. such a person is not an un-rehabilitated insolvent or under administration;
 - 8.4.11.3. such a person has not been declared to be of unsound mind or to be incapable of managing his or her own affairs;
 - 8.4.11.4. such a person is not otherwise disqualified in terms of this Constitution to be so elected;
 - 8.4.11.5. such a person, although having served the term of any office, is eligible for re-election to that office or election to any other office; or
 - 8.4.11.6. such a person is not a member of the governing committee of a Provincial Fencing Association.
- 8.4.12. Members of the Executive Committee shall serve without remuneration for their elected period.
- 8.4.13. No member of the Executive Committee shall directly or indirectly profit materially from his or her position as an Executive Committee member.
- 8.4.14. Members of the Executive Committee will be compensated for reasonable expenses incurred in the performance of his or her duties.

- 8.4.15. Members of the Executive Committee shall declare potential conflicts of interests when such a conflict of interest is known or arises in their course of the execution of their duties. Once a conflict of interest has been raised the member of the Executive Committee must recuse themselves from the matter causing the conflict of interest.
- 8.4.16. The Executive Committee shall meet at least nine (9) times a year or more as required.
- 8.4.16.1. Written notice of a meeting of the Executive Committee shall be sent to all members of the Executive Committee at least twenty-one (21) calendar days before the date fixed for such meeting, setting out the place, the day and the time of the meeting, the business to be transacted thereat, and enclosing copies of the minutes of the preceding meeting of the Executive Committee.
- 8.4.16.2. Meetings may be held in person, by teleconference, video-conference or other electronic means. Furthermore for any meeting, one or more members may participate by teleconference, video-conference or other electronic means allowing all persons participating in the meeting to communicate with each other.
- 8.4.16.3. A quorum of three (3) executive committee members is required for a meeting of the Executive Committee.
- 8.4.16.4. The Executive Committee may consult with the Chairmen of the Provincial Fencing Associations before meetings in matters relevant to the geographic provinces.
- 8.4.16.5. The Executive Committee will distribute the official minutes of its meetings to the FFSA Council within thirty (30) days of such meetings.
- 8.4.16.6. All matters to be decided by the Executive Council shall be put to the vote. Members shall vote by a show of hands. Each member of the Executive Committee shall have one (1) vote. A motion shall be deemed to be passed by a simple majority. In the event of a deadlock, the President shall have an additional casting vote.
- 8.4.16.7. A resolution in writing, signed by all persons for the time being entitled to receive notice of and to attend and vote at meetings of the Executive Committee, shall be as valid and effective as if the same had been passed at a meeting of the Executive Committee duly convened and held.
- 8.4.16.8. The President may invite individuals who are not members of the Executive Committee to attend meetings of the Executive Committee from time to time if he or she deems it necessary or desirable to do so, provided that such individuals shall attend such meetings in an ex-officio capacity and shall not be entitled to vote at such meetings.

- 8.4.17. The Executive Committee will compile an annual Fencing calendar that will contain:
- 8.4.17.1. Dates for all relevant international competitions, national Competitions, and open Provincial Competitions.
 - 8.4.17.1.1. These competitions will have preference over local Competitions organized by Provincial Fencing Associations.
 - 8.4.17.1.2. International competitions will include Olympic Games, World Championships, African Championships, Commonwealth Fencing Championships and Universiade Games.
 - 8.4.17.2. Dates for Annual General Meetings and other General Meetings; and
 - 8.4.17.3. Administrative deadlines for payments of fees, notifications, applications, financial statements and reports.
- 8.4.18. The Executive Committee will compile an annual budget and allocate annual funding and resources within the parameters laid down by the relevant funding sources.
- 8.4.19. The Executive Committee will produce an annual national ranking list in accordance with the accepted system detailed further in Article 15 and the Regulations for Ranking Competitions, Selection Criteria and Procedures
- 8.4.20. The Executive Committee will produce and manage an equitable and transparent system for the selection of Fencers to compete in international competitions, attend high performance programmes and/or attend training camps. The selection system is detailed further in the Regulations for Ranking Competitions, Selection Criteria and Procedures.
- 8.4.21. The Executive Committee will award FFSA National Colours in accordance with the rules of the National Colours and its code.
- 8.4.22. The Executive Committee will manage the issuing of FIE licences to South African Fencers competing in international competitions.
- 8.4.23. The Executive Committee will set and maintain Fencing standards and codes of discipline for Fencers, Fencing Coaches, Fencing Referees and Fencing Administrators.
- 8.4.24. The Executive Committee will provide, where possible, assistance for Fencing Coaches, Fencing Referees and Fencing Administrators to improve their skills and qualifications.
- 8.4.25. The Executive Committee will appoint Commissions as require to assist in the advancement and management of Fencing in the Republic of South Africa.

- 8.4.26. The Executive Committee may, as required, establish projects and project teams comprising Fencing Individuals to handle specific situations, challenges and opportunities as may arise.
- 8.4.27. The Executive Committee shall provide for the maintenance of an official archive to record, in an appropriate manner, a history of fencing achievements including results of national and international championships, awards, minutes of meetings, financial records, lists of Fencing Clubs affiliated to Provincial Fencing Associations, Fencing Individuals, equipment, correspondence and other matters affecting Fencing in the Republic of South Africa.
- 8.4.28. The Executive Committee will oversee the design and usage of the FFSA trademarks and their various elements, including the logo, and to take action to prevent unauthorized usage of the trademarks and their constituent elements.
- 8.4.28.1. The Executive Committee will also be responsible for the usage and application of the brands and logo of affiliated organisations such as those of SASCOC and the FIE.
- 8.4.29. The Executive Committee will award FFSA Colours to persons deserving of this honour, and as agreed at an Annual General Meeting or Special General Meeting.
- 8.4.30. The Executive Committee will award the Bene Meruit Award in accordance with Article 14 of this Constitution.
- 8.4.31. The Executive Committee will present a full report to the FFSA Council at every Annual General Meeting.

8.5. Commissions

- 8.5.1. Commissions may either be permanent or temporary in nature depending on the task that they have been mandated to address.
- 8.5.1.1. The permanent Commissions are detailed in Annex 1.
- 8.5.2. The work of the Commissions must adhere to the laws of the Republic of South Africa, the FFSA Constitution, the FFSA Regulations and the statutes of SASCOC and the FIE.
- 8.5.3. Commissions shall comprise Fencing Individuals with specific knowledge, expertise or experience for the purposes of that Commission.
- 8.5.4. Non-Fencing Individuals, with specific professional expertise relevant to the work of a particular Commission, may be invited to serve on the Commission for a period of time as required by the work of the Commission.

- 8.5.5. Individuals serving on a Commission may either be appointed by the FFSA Council or may be voted onto the Commission, as in the case of the Athlete's Commission.
- 8.5.6. Each Commission will appoint a Chairman, if one is not appointed by the president, who will report to the Executive Committee on the work of the Commission.
- 8.5.7. Commissions may be invited to address the FFSA Council but will not be able to vote on matters before the FFSA Council.
- 8.5.8. No person may serve as Chairman of more than one Commission.
- 8.5.9. Commissions shall have no delegated authority to make binding decisions on behalf of the FFSA. Commissions shall only be empowered to make recommendations to the Executive Committee on matters within their respective areas of expertise.
- 8.5.10. A Commission may meet and adjourn as it thinks proper. Fifty percent plus one (50% + 1) of the members constituting any such Commission shall constitute a quorum for any meeting of that Commission. Issues arising at any meeting of any Commission shall be determined by a majority of votes of the members present and voting, and in the event of an equality of votes the Chairman of the Commission concerned shall have a second or casting vote, provided he or she has exercised his or her deliberative vote.

8.6. FFSA Council

- 8.6.1. The constituent members of the FFSA Council are the members of the Executive Committee, the Chairmen (or their nominated representatives) of the constituted Provincial Fencing Associations.
- 8.6.2. The voting rights on the FFSA Council shall be as follows:
 - 8.6.2.1. The members of the Executive Committee shall be entitled to 1 (one) vote each.
 - 8.6.2.2. The Chairmen (or their nominated representatives) of constituted Provincial Fencing Associations with more than 40 registered fencers shall be entitled to 2 (two) votes each.
 - 8.6.2.3. The Chairmen (or their nominated representatives) of constituted Provincial Fencing Associations with fewer than 40 registered fencers shall be entitled to 1 (one) vote each.
- 8.6.3. The FFSA Council shall be chaired by the President.
- 8.6.4. The FFSA Council shall meet at least once a year in an Annual General Meeting, preferably during the Senior National Championships.

- 8.6.4.1. In addition to the Annual General Meeting, the FFSA Council may, if necessary, meet on at least one other occasion during the year to review the operation of FFSA, vote on proposals submitted by the Executive Committee (such as the ratification of Fencers chosen to compete in international competitions) or decide on unforeseen matters that may arise. Such a meeting shall be a Special General Meeting of the FFSA Council and shall be convened in accordance with Article 10.
- 8.6.4.2. The Secretary-General of the FFSA shall cause minutes of all general meetings of the FFSA Council to be kept at the offices of the FFSA and distributed to all Provincial Fencing Associations.
- 8.6.4.3. The FFSA Council is responsible for:
 - 8.6.4.3.1. The review and approval of annual reports;
 - 8.6.4.3.2. The review and approval of an annual budget;
 - 8.6.4.3.3. The review and approval of the national Fencing calendar;
 - 8.6.4.3.4. Ratification of the audit reports;
 - 8.6.4.3.5. Appointment of auditors for the next financial year;
 - 8.6.4.3.6. Election of office bearers;
 - 8.6.4.3.7. Approval of amendments to the FFSA Constitution;
 - 8.6.4.3.8. Approval of FFSA Regulations and amendments thereto;
 - 8.6.4.3.9. Overseeing the operation of the Executive Committee, the Commissions and the Provincial Fencing Associations;
 - 8.6.4.3.10. Overseeing applications for membership/affiliation by Provincial Fencing Associations;
 - 8.6.4.3.11. Fining, expelling or suspending membership/affiliation of a member of the FFSA Council or a Provincial Fencing Association, where necessary; and
 - 8.6.4.3.12. Making such policy decisions as may be necessary for the benefit of the sport of Fencing, which policy decisions shall be implemented by the Executive Committee.
- 8.6.4.4. All decisions taken by the FFSA Council shall require a simple majority for approval, with the exception of the following matters which will require a two thirds majority of the members of the FFSA Council entitled to vote:
 - 8.6.4.4.1. Ratification of audit reports;

- 8.6.4.4.2. Amendments to the Constitution; and
- 8.6.4.4.3. The suspension or expulsion of a member of the FFSA or a Provincial Fencing Association.

9. ANNUAL GENERAL MEETINGS

- 9.1. An Annual General Meeting of the FFSA shall be held once each calendar year, preferably at the time of the Senior National Fencing Championships.
- 9.2. All members of the FFSA Council shall attend the Annual General Meeting if possible.
 - 9.2.1. The Chairman of a Constituted Provincial Fencing Association may nominate in writing another member of the Constituted Provincial Fencing Association to attend and vote in the place of the Chairman.
 - 9.2.2. A member of the FFSA council may appoint another member of the FFSA Council to act as his or her proxy at the Annual General Meeting.
 - 9.2.3. Each Member of the Council can have only one Proxy.
 - 9.2.4. The notifications, in writing, must reach the Secretary-General prior to the commencement of the Annual General Meeting.
- 9.3. At the discretion of the FFSA Council, additional persons may be invited to attend the Annual General Meeting. Such persons may be invited to address the Annual General Meeting on a particular subject, but they shall not have a vote.
- 9.4. Members of the various Provincial Fencing Associations may attend the Annual General Meeting but they may not enter into a discussion, nor may they vote on any matters.
- 9.5. Notice of the Annual General Meeting shall be sent to members of the FFSA Council at least 60 days prior to the date of the Annual General Meeting. An agenda for the Annual General Meeting shall be enclosed with the notice.
- 9.6. All notices of motions to be dealt with at the Annual General Meeting shall reach the Secretary-General of the FFSA in writing no less than thirty (30) days prior to the Annual General Meeting, and the Secretary-General shall notify all members of the FFSA Council of any proposal so received at least fifteen (15) days before the date of the Annual General Meeting.
- 9.7. A quorum at the Annual General Meeting shall be at least two-thirds (2/3) of the FFSA Council.

- 9.8. All members of the FFSA Council shall be entitled to vote as per 8.6.2 on any matter requiring a vote.
- 9.9. In the event of an equality of votes, the President shall have a casting vote in addition to his or her ordinary vote.
- 9.10. The ordinary business of the Annual General Meeting shall be as follows:
- 9.10.1. The President shall declare the meeting open.
 - 9.10.2. The Secretary-General shall present the minutes of the previous Annual General Meeting for acceptance.
 - 9.10.3. Any business arising from the minutes shall be dealt with.
 - 9.10.4. The Secretary-General shall present the annual report for acceptance.
 - 9.10.5. Any business arising from the annual report will be dealt with.
 - 9.10.6. The Treasurer shall present the financial statements and the independent auditors report thereon for acceptance.
 - 9.10.7. Any business arising from the financial statements and the independent auditors report shall be dealt with.
 - 9.10.8. Relevant correspondence shall be dealt with.
 - 9.10.9. Any business arising from the correspondence shall be dealt with.
 - 9.10.10. Any other reports shall be submitted.
 - 9.10.11. Any business arising from these reports shall be dealt with.
 - 9.10.12. Any special business of which notice has been given in accordance with this Constitution shall be dealt with.
 - 9.10.13. Applications shall be received from Provincial Fencing Associations as to their willingness to organize the national Ranking Competitions (Opens) and the National Championships.
 - 9.10.14. Any applications for membership from new Provincial Fencing Associations shall be dealt with.
 - 9.10.15. In an election year, elections for the positions on the Executive Committee will be conducted.
 - 9.10.16. Any amendments to the Constitution shall be considered and/or approved.
 - 9.10.17. The granting of any honorary awards will be considered.

- 9.10.18. The President will close the Annual General Meeting.

10. SPECIAL GENERAL MEETINGS

- 10.1. Written notice of a Special General Meeting of the FFSA Council shall be sent to all members of the FFSA Council at least seven (7) calendar days before the date fixed for such meeting, setting out the place, the day and the time of the meeting, the business to be transacted thereat, and enclosing copies of the minutes of the preceding general meeting of the FFSA.
- 10.1.1. Meetings may be held in person, by teleconference, video-conference or other electronic means. Furthermore for any meeting, one or more members may participate by teleconference, video-conference or other electronic means allowing all persons participating in the meeting to communicate with each other.
- 10.1.2. Where an immediate vote is not required, decisions may be taken via circular resolution. In such circumstances, each member of the FFSA Council will be given three working days to vote on the matter. Should they not have voted by the end of the period their vote will be registered as an abstention.
- 10.1.3. A resolution in writing, signed by all persons for the time being entitled to receive notice of and to attend and vote at meetings of the FFSA Council, shall be as valid and effective as if the same had been passed at a meeting of the FFSA Council duly convened and held.
- 10.2 Only business for which the Special General Meeting has been convened shall be dealt with at the meeting.
- 10.3 A quorum for the Special General Meeting shall consist of two-thirds (2/3) of the voting Members.
- 10.3.1 The Chairman of a Constituted Provincial Fencing Association may nominate in writing another member of the Constituted Provincial Fencing Association to attend and vote in the place of the Chairman.
- 10.3.2 A Member of the FFSA council may appoint another member of the FFSA Council to act as his proxy at the Special General Meeting. Each Member of the Council can have only one Proxy.
- 10.3.3 The notification, in writing, must reach the Secretary-General prior to the commencement of the Special General Meeting.
- 10.4 If at any Special General Meeting there is no quorum, then the meeting shall stand adjourned for a period of not more than seven (7) days and upon the subsequent

appointed date those members present shall constitute a quorum and may transact the business for which the Special General Meeting was called.

10.5 All members of the FFSA Council shall be entitled to vote as per 8.6.2 on any matter requiring a vote.

10.6 In the event of an equality of votes, the President shall have a casting vote in addition to his or her ordinary vote.

11. RATIFICATION OF FAILURE TO GIVE NOTICE

11.1. A general meeting of the FFSA shall, notwithstanding that it is called by shorter notice than provided for in Article 9 or Article 10, be deemed to have been duly called if it is so agreed by all persons attending the meeting and entitled to vote thereat, provided that the number of persons thus agreeing constitute not less than seventy-five percent (75%) of all persons entitled to attend and vote at the meeting concerned.

12. ELECTION OF EXECUTIVE COMMITTEE

12.1. Members of the Executive Committee are elected for a period of four (4) years.

12.1.1. Members of the Executive Committee may stand for re-election for additional terms of office, provided that no member may serve for more than two (2) consecutive terms of office in the same position.

12.2. In election years, at the time of giving notice of the Annual General Meeting, the Secretary-General shall call for nominations from the Provincial Fencing Associations.

12.3. Nominations shall be in writing and signed by the Chairman or Deputy-Chairman or secretary of the Provincial Fencing Association and by the nominee in evidence that he or she is willing and able to accept the duties and responsibilities of the office.

12.4. Nominations can include incumbent members of the Executive Committee, subject to Article 12.1.1.

12.5. Nominations shall close thirty (30) days before the date set down for the Annual General Meeting. When nomination has closed, the Secretary-General shall notify the FFSA Council and Provincial Fencing Associations of all nominations received.

12.6. If no nominations are received for a specific position on the Executive Committee, the incumbent President may ask any Fencing Individual permitted by this Constitution and deemed suitable to stand for the position.

- 12.7. If there is only one nomination for a position on the Executive Committee the nominated person will be elected to the Executive Committee for a four (4) year period.
- 12.8. In the case of more than one nomination, the Constituted Provincial Fencing Associations' Chairmen will vote at the Annual General Meeting.
- 12.8.1 The Chairmen (or their nominated representatives) of constituted Provincial Fencing Associations with more than 40 registered fencers shall be entitled to 2 (two) votes each.
- 12.8.2 The Chairmen (or their nominated representatives) of constituted Provincial Fencing Associations with fewer than 40 registered fencers shall be entitled to 1 (one) vote each.
- 12.9. The Constituted Provincial Fencing Associations' Chairmen will vote by means of a show of hands (provided that the President may elect to call a secret ballot at his discretion) and the vote will be overseen by the head of the Legal Commission or an alternative member of the Legal Commission.
- 12.10. The person receiving over fifty percent (50%) of the votes in the election for the relevant position will occupy that Executive Committee position for the next four (4) years.
- 12.11. If a position on the Executive Committee becomes vacant, nominations will be called for from the Constituted Provincial Fencing Associations.
- 12.11.1. Vacancy of a position can be due to:
- 12.11.1.1. If a member of the Executive Committee resigns his position by delivering a written resignation to the President or Secretary-General of the Executive Committee. If neither the President nor the Secretary-General is available to receive the resignation letter, it may be addressed to the FFSA Council.
- 12.11.1.2. If a member of the Executive Committee becomes unable to fulfil his or her duties due to death or ill-health.
- 12.11.1.3. If a member of the Executive Committee is found guilty of a disciplinary offence and the finding recommends his or her removal.
- 12.11.1.4. If at a Special General meeting a resolution is passed by two-thirds (2/3) of the Constituted Provincial Fencing Associations' Chairmen that a member or members of the Executive Committee be removed from office.
- 12.12. Nominations to fill the vacancy shall be in writing and signed by the Chairmen or deputy-Chairmen or Secretaries of the Constituted Provincial Fencing

Associations and by the nominee in evidence that he or she is willing and able to accept the duties and responsibilities of the office.

12.13. Nominations will close within thirty (30) days of the posting of the vacancy and Constituted Provincial Fencing Associations' Chairmen will be asked to vote within seven (7) days of the nominations closing.

12.13.1. The nomination and voting period can be shortened if agreed to by a two-thirds (2/3) majority vote by the Constituted Provincial Fencing Associations' Chairmen.

12.14. The Constituted Provincial Fencing Associations' Chairmen will vote via email to the head of the Legal Commission or an alternative member of the Legal Commission.

13. HONORARY AWARDS

13.1. The FFSA may create such honorary offices by means of a majority vote at a General Meeting.

13.2. These honorary offices are:

13.2.1. Patrons

13.2.2. Honorary Life Presidents

13.2.3. Honorary Vice Presidents

13.2.4. Honorary Life Members

13.2.5. Honorary Vice Members

13.3. The FFSA may appoint people to these offices, on the understanding, that any such appointments shall become final only after it is approved at an Annual General Meeting by a two-thirds (2/3) majority vote.

13.4. Patrons, being honorary members, shall be ex-officio members of all Commissions of FFSA.

13.5. The FFSA may, in consideration of meritorious service to the FFSA over a long period of time, appoint past or present officers of FFSA as Honorary Life Presidents or Honorary Vice Presidents.

13.6. Honorary Life Membership may be conferred by the FFSA to persons who have rendered exceptional service to the FFSA over a long period of time.

13.7. Such appointments shall entitle those persons to be present at and to participate in all meetings of FFSA but shall not be entitled to vote there at.

14. THE BENE MERUIT AWARD

- 14.1. The Bene Meruit Award is awarded to Fencing Individuals who have rendered conspicuous service to South African Fencing.
- 14.2. The award takes the form of a medal inscribed with the name of the award, the year of presentation and the name of the recipient.
- 14.3. There shall be three classes of the award, namely:
 - 14.3.1. Gold, for which shall be eligible those persons who have rendered conspicuous service to South African Fencing over a considerable number of years;
 - 14.3.2. Silver, for which shall be eligible those persons who have rendered a conspicuous service to South African Fencing; or
 - 14.3.3. Bronze, for which shall be eligible those persons who have rendered a service to South African Fencing of importance during the current year, or a past year.
- 14.4. A maximum of one gold and one silver medal shall be awarded in any one year. Medals may not be awarded every year and, in particular, a gold medal shall be sparingly awarded.
- 14.5. Recipients of the award shall be nominated by a member of the FFSA Council with a written motivation and the nomination shall be considered at the next Annual General Meeting.

15. RANKING COMPETITIONS AND SELECTION

- 15.1. Ranking Competitions will be held at regular intervals throughout a Fencing Year for Fencers in the cadet (U17) and older age categories. The Ranking Competitions will be used to provide a performance ranking of Fencers for:
 - 15.1.1. Selection to a national team;
 - 15.1.2. Selection to a national or international high performance programme;
 - 15.1.3. Selection to attend national or international training camps;
 - 15.1.4. Awarding of Provincial or National trophies or awards based on performance;
 - 15.1.5. Supporting evidence for sponsorship of an individual; and

- 15.1.6. Any other selection process that requires a ranking of Fencers in terms of performance in Competitions.
- 15.2. The Executive Committee will provide a calendar, ratified by the FFSA Council, of Ranking Competitions before the start of each Fencing Year.
- 15.3. The number and Provincial allocation of the Ranking Competitions is detailed in the Regulations for Ranking Competitions, Selection Criteria and Procedures. .
- 15.4. The Executive Committee will produce and manage an equitable and transparent system for the selection of Fencers for the honours and privileges listed in Articles 15.1.1. to 15.1.6. The selection criteria and process is detailed in the Regulations for Ranking Competitions, Selection Criteria and Procedures.
- 15.5. Changes to the selection criteria and process require a motion to be submitted in writing and presented to the FFSA Council. A majority vote of two-thirds (2/3) of the members of the FFSA Council is required to change the selection criteria and process.
- 15.6. Should the vote to change the selection criteria and process be successful, the FFSA Executive will appoint a temporary Commission to draw-up a new selection criteria and process.
- 15.7. The new selection criteria and process and will be presented to the FFSA Council for review and ratification at the next Annual General Meeting or at a Special General Meeting.
- 15.8. Should the selection criteria and process be ratified it will be published on the FFSA website and distributed to all Provincial Fencing Associations ahead of the following Fencing Year.

16. TERMINATION OF MEMBERSHIP

- 16.1. The membership of the FFSA may be terminated by:-
 - 16.1.1. the written resignation of a Constituted Provincial Fencing Association, which resignation becomes effective upon the receipt thereof by FFSA and may not be withdrawn unilaterally;
 - 16.1.2. a resolution of the FFSA Council in accordance with Article 5.1.14, provided that such resolution shall be conveyed in writing to the member before it will be of any force or effect;
 - 16.1.3. a written agreement between a member and the FFSA signed by both parties, with effect from the date agreed upon;
 - 16.1.4. a dissolution or winding-up of a member, with effect from the date thereof;

- 16.1.5. a court order granted for the judicial management, or for any similar form of administrative control and supervision, of a member concerned, with effect from the date thereof; and
- 16.1.6. the dissolution or winding-up of the FFSA with effect from the date thereof.
- 16.2. Without derogating from any other right or rights of the FFSA, any debts due to FFSA become payable and/or enforceable upon any termination of such membership.
- 16.3. Upon the termination of the membership of any such member:
 - 16.3.1. no fees are refundable;
 - 16.3.2. any personal right, consent or privilege to keep or use or possess any property, equipment, assets, records and/or material of the FFSA lapses automatically;
 - 16.3.3. the FFSA shall be entitled to the immediate transfer and/or delivery to it of all such property, equipment, assets, records and/or material;
 - 16.3.4. any office or position or capacity, held in or for or on behalf of the FFSA by any person through such a member, is automatically vacated and will be regarded as vacant due to the resignation of such person.
- 16.4. No member is entitled to share in or receive or claim any part of the property or assets of the FFSA upon the termination of membership.
- 16.5. For any act committed against SASCOC that is considered to be contrary to the Federation's goals, values and culture.

17. DISCIPLINARY CODE

- 17.1. The FFSA's Disciplinary Code is based on the FIE's disciplinary code as set out in Chapter VII of the FIE Constitution.
- 17.2. The FFSA's Disciplinary Code will be reviewed on an ongoing basis by the Legal, Disciplinary and Dispute Commission to make sure that it remains consistent with international developments and best practice.
- 17.3. All Fencing Individuals will be expected to have full knowledge of the Disciplinary Code.
 - 17.3.1. To this extent, the Disciplinary Code will be posted on the FFSA website and distributed to all Provincial Fencing Associations.
- 17.4. Implementation of disciplinary procedures will be as follows:

- 17.4.1. The FFSA Council will implement a disciplinary procedure against any member of the Executive Committee believed to have contravened the Disciplinary Code.
 - 17.4.2. The governing committees of Provincial Fencing Associations will implement disciplinary procedures against any Fencing Individual (within their jurisdiction) believed to have contravened the Disciplinary Code.
 - 17.4.3. The Provincial Fencing Association hosting a Fencing Competition will implement disciplinary procedures against any Fencing Individual believed to have contravened the Disciplinary Code during a Competition held under its auspices.
- 17.5. All disciplinary procedures and findings will be reported timeously to the Executive Committee for record keeping. Where required the Executive Committee shall report the findings to other bodies such as the FIE.

18. DOPING

- 18.1. Doping, as defined in the WADA Code, is expressly prohibited both in and out of competition.
- 18.2. The FFSA, as a member of the FIE, agrees to fully adopt and abide by the FIE Anti-Doping Rules which have been compiled in accordance with the World Anti-Doping Code.
- 18.3. The FIE Anti-Doping rules apply to each member National Federation of the FIE and each participant in the activities of the National Federations by virtue of the participant's membership, accreditation or participation in the National Federation's activities or events.
- 18.4. To be eligible for participation in FFSA Fencing Competitions, all Individual Fencers must agree to abide by the FIE Anti-Doping rules.
- 18.5. The FFSA must ensure that all national-level testing and reporting of South Africa Fencers for doping offences complies with the FIE Anti-Doping rules.

19. DISPUTES

- 19.1. Should there be any dispute which involves, or arises between, the FFSA, its officials, any Provincial Fencing Associations affiliated with the FFSA, any Fencing Clubs or any Fencing Individuals pertaining to interpretation or implementation of the Constitution or the FFSA Regulations, or arising from the administration of South African Fencing as governed by this Constitution, then such dispute shall be dealt with in accordance with the Dispute Resolution Regulations. Any party to a dispute shall be entitled to appeal a decision taken by the Legal, Disciplinary and Dispute Commission under the Dispute Resolution Regulations to arbitration in accordance with the Rules of the Arbitration Foundation of Southern Africa.

20. ALTERATIONS TO THE CONSTITUTION

- 20.1. No part of the main body of the Constitution shall be amended, altered or rescinded except at an Annual General Meeting or at a Special General Meeting called for that purpose and passed a majority of not less than two-thirds (2/3) of the members of the FFSA Council present.
- 20.2. Notice of proposals to amend, alter or rescind part of this Constitution need to adhere to Article 9 and Article 10 of this Constitution.
- 20.3. Annexes may be amended according to specific guidelines within this Constitution or, if no such guidelines exist, then by a two-thirds (2/3) majority vote by the FFSA Council.

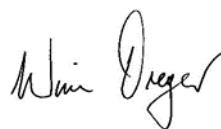
21. INDEMNITY FOR OFFICE BEARERS

- 21.1 The President, the Deputy President, the Treasurer, the Secretary-General, all members of the FFSA Council, the Executive Committee and the Commissions, as well as all officials, servants, agents and persons (natural, corporate or otherwise) acting on behalf of same in terms of this Constitution and under original or delegated powers, shall be and they are hereby indemnified and held harmless against any claim or demand by any third party as a result of any act or omission in the performance of their duties for and on behalf of the FFSA, from whatever cause arising, provided such person/s acted in good faith.

22. DISSOLUTION OF FFSA

- 22.1. If upon winding up or dissolution of FFSA there remains after the satisfaction of all its debts and liabilities, any assets whatsoever, the same may be paid to any successor body, or if no successor body has been established, shall be distributed amongst any bodies having similar objects to those of FFSA.

This Constitution was approved by the FFSA Council at the Annual General Meeting held in Durban on the 7th day of July 2017.



President

Secretary-General

ANNEX ONE

PERMANENT COMMISSIONS

1. The following permanent Commissions will assist the Executive Committee in the advancement and management of Fencing in the Republic of South Africa.

2. ATHLETES' COMMISSION

- 2.1. The Athletes' Commission will represent the interests and requirements of South African Fencers.
- 2.2. The Athletes' Commission will liaise with the Executive Committee on matters of importance to South African Fencers.
- 2.3. The Athletes' Commission will consist of seven members made up as follows:
 - 2.3.1. Six members representing one senior fencer from each weapon and gender category. These members will be elected at the last Provincial Open Ranking Competition of a Fencing Year.
 - 2.3.2. One member representing disabled fencers will be appointed by FFSA Council.
 - 2.3.3. Members of the Athletes' Commission will elect a Chairman by majority vote.
 - 2.3.4. In the case of a split vote, the President will be asked to select a Chairman from the members of the Athletes' Commission.
- 2.4. The members of the Athletes' Commission will serve for a period of four (4) years and can be re-elected to the Commission.
- 2.5. Should any member of the Athletes' Commission become an inactive fencer for a period exceeding one (1) year, the FFSA Council shall relieve them from their position on the Athletes' Commission and hold elections for their distinct weapon and gender category at the next possible Provincial Open Ranking Competition.
- 2.6. The Athletes' Commission will meet at least twice a year and supply the FFSA Council with minutes of their meetings.

3. LEGAL, DISCIPLINARY AND DISPUTE COMMISSION

- 3.1. The Legal, Disciplinary and Dispute Commission will be responsible for the maintenance of the Constitution and its Annexes and ensure that any

- proposed changes to the Constitution and/or its Annexes are legally enforceable and consistent with law of the Republic of South Africa, before submission to the FFSA for voting.
- 3.2. The Legal, Disciplinary and Dispute Commission remains at the disposal of the Executive Committee for the examination of any legal text or matter requiring legal input.
 - 3.3. The Legal, Disciplinary and Dispute Commission shall be responsible for the drafting and implementation of a Disciplinary Code and procedure for South African Fencing based on the latest FIE disciplinary code and procedures.
 - 3.3.1 The Disciplinary Code will be ratified by a two-thirds majority vote of the FFSA Council.
 - 3.4. The Legal, Disciplinary and Dispute Commission shall be responsible for ensuring that all Provincial Fencing Associations are aware of contents of the Disciplinary Code and the procedures involved in disciplinary hearings.
 - 3.5. The Legal, Disciplinary and Dispute Commission shall assist the FFSA Council and Provincial Associations in the execution of disciplinary hearings.
 - 3.6. The Legal, Disciplinary and Dispute Commission shall endeavour to resolve expeditiously any disputes which involve, or arise between, the FFSA, its officials, any Provincial Fencing Associations affiliated with FFSA, any Fencing Clubs or any Fencing Individuals pertaining to the interpretation or implementation of the Constitution or the FFSA Regulations, or arising from the administration of South African Fencing as governed by the Constitution;
 - 3.7. The Legal, Disciplinary and Dispute Commission shall act as an independent adjudicatory body assisting in the resolution of such disputes prior to the referral of such disputes to external resolution via arbitration in accordance with Article 17;
 - 3.8. The Legal, Disciplinary and Dispute Commission shall endeavour to resolve Competition-related disputes in a timely and efficient manner so as to minimize the effect of any such dispute on the Competition itself.
 - 3.9. The process for the referral and resolution of disputes shall be governed by the Disputes Resolution Regulations.
 - 3.10. The Legal, Disciplinary and Dispute Commission will comprise no less than three (3) members who shall be Fencing Individuals of high standing in the legal community in South Africa.
 - 3.11. The members of the Legal, Disciplinary and Dispute Commission will be appointed by the President, who will also appoint the Chairman on the

Commission. The appointments will be ratified by a majority vote of the FFSA Council.

- 3.12. The members of the Legal, Disciplinary and Dispute Commission will serve for a period of four (4) years and can be re-elected to the Commission.

4. COMPETITION COMMISSION

- 4.1. The Competition Commission will:

- 4.1.1. Endeavour to ensure a uniform and high standard of administration and management at Fencing Competitions in South Africa.
- 4.1.2. Ensure that each Provincial Fencing Association has competent Fencing Administrators to arrange and manage Fencing Competitions.
- 4.1.3. Ensure that South African Fencing remains up-to-date on the latest international rules, requirements and developments in the administration and management of Fencing Competitions.
- 4.1.4. Oversee the training of competition officials on the administrative rules and procedure of Fencing competitions as well as the use of appropriate software to manage the competition and record the results.
- 4.1.5. Maintain the ranking of Fencers and update the rankings in a timely fashion after each Ranking Competition.
- 4.1.6. Advise the Executive Committee on all matters relating to rules governing Fencing Competitions, including technical and material rules.

- 4.2. The Competition Commission will comprise four (4) fencing individuals. One of these will be the Senior National Competition Supervisor, who will be an ex-officio member. The three other members should each be members of different Constituted Provincial Fencing Associations.

- 4.3. The members of the Competition Commission will be appointed by the President, who will also appoint the Chairman on the Commission. The appointments will be ratified by a majority vote of the FFSA Council.

- 4.4. The members of the Competition Commission will serve for a period of four (4) years and can be re-elected to the Commission.

5. REFEREEING COMMISSION

- 5.1. The Refereeing Commission will:

- 5.1.1. Oversee the development of Fencing Referees in South Africa with the objective of ensuring at least one FIE qualified Fencing Referee from each Provincial Fencing Association.
- 5.1.2. Endeavour to ensure good refereeing in local, Provincial and national Fencing Competitions in South Africa.
- 5.1.3. Endeavour to ensure that all Fencing Referees in South Africa are aware of the FIE rules.
- 5.2. The Refereeing Commission will comprise at least two Fencing Referees, both of which must be FIE-certified Fencing Referees or be retired FIE-certified Fencing Referees.
- 5.3. The members of the Refereeing Commission will be appointed by the President, who will also appoint the Chairman of the Commission. The appointments will be ratified by a majority vote of the FFSA Council.
- 5.4. The members of the Refereeing Commission will serve for a period of four (4) years and can be re-elected to the Commission.

6. NATIONAL TEAM MANAGEMENT & COACHES COMMISSION

- 6.1. The Team Management & Coaches Commission will:
 - 6.1.1. Develop and manage a programme to achieve the performance objectives set by FFSA council.
 - 6.1.2. Provide a platform for the national coaches to provide input and guidance on relevant issues.
 - 6.1.3. Perform ongoing development and refinement of national selection policy, subject to FFSA Council ratification.
 - 6.1.4. Provide input on participation in international competitions. Final decision rests with the FFSA Council.
 - 6.1.5. Provide guidance and oversight of national high performance programmes by way of providing operational guidelines and focus, as well as to track the performance of the programmes and fencers.
 - 6.1.6. Liaise with SASCOC and provincial sport confederations regarding high performance programmes.
 - 6.1.7. Be responsible for fundraising for high performance programmes, athlete support, participation in international competitions, inclusive of both input on FFSA funding applications and independent applications for funding and/ or sponsorships.

- 6.1.8. Be responsible for the development and management of logistical process for arranging entries, transport, visas and accommodation for international competitions.
 - 6.1.9. Develop a squad of team managers and/or coach/managers who can attend international competitions and perform the team management role efficiently and effectively.
 - 6.1.10. Liaise with anti-doping authorities and ensuring that South African fencers are aware of anti-doping regulations and have access to the list of banned substances.
- 6.2. The Team Management and Coaches Commission would comprise five members: a commission chairman and four other members. Two of the members would be the elected national coaches.
 - 6.3. The members of the Team Management and Coaches Commission will be appointed by the President, who will also appoint the Chairman on the Commission. The appointments will be ratified by a majority vote of the FFSA Council.
 - 6.4. The members of the Team Management and Coaches Commission will serve for a period of four (4) years and can be re-elected to the Commission.