



SA POLE SPORTS FEDERATION

Memorandum of Incorporation South African Pole Sports Federation NPC

STATUE I

1. Name

South African Pole Sports Federation NPC. Further referred to as SAPSF.

2. Definition

SAPSF is a registered Non Profit Company (NPC) in South Africa. Reg: 2013/189626/08

Among the objectives of a NPC, at least one must be either a public benefit object or an object relating to one or more cultural or social activities or communal group interest and; the property of the company must not be distributable to it's incorporators, members, directors, officers or persons related to any of them. The NPC must apply all of it's assets and income however derived to advanced it's objectives as set out in the constitution aims.

3. Recognition by SASCOC

The SAPSF seeks recognition by the South African Confederation and Olympic Committee. The SAPSF accepts and recognises the statutes and aims of SASCOC. The general and fundamental principles of the Olympic Charter are applicable and no provision of this Constitution shall be deemed to conflict with or derogate from these principles.

4. Other Affiliations

Member Federation of the International Pole Sports Federation (IPSF). Membership of the SAPSF in any other Federation must be approved by the directors.

STATUE II

1. Purpose of the SAPSF

The SAPSF is a Non Profit Company for educational purposes designed to foster the development of the sport of Pole Sports throughout the World. The SAPSF offers institutes and individuals who desire to join in membership for the advancement of Pole Sports, an opportunity to participate and contribute to that growth. These purposes are fulfilled through the aims and objectives.

2. Aims and Objectives

- To perpetuate, improve and extend the sport of Pole Sports throughout South Africa and the world.
- To stimulate the interest of people in healthy sport participation through Pole Sports.
- To supervise and administer a continuing Pole Sports program for the purpose of stimulating interest and developing athletes through careful preparation and planning, utilising existing facilities, resources, and coaching.
- To unify and coordinate, the efforts of all agencies interested in promoting Pole Sports, and permit all interested parties to have a voice in the development of the sport in the entire World.
- To create and maintain research projects that will benefit all parties interested in Pole Sports.



- To provide a clearinghouse for the distribution of coaching aids, literature, films, research materials, and rules collected from sources throughout the World.
- To establish an effective means of communication for the transmission of useful ideas whereby coaches and athletes will be informed of the latest developments and techniques in Pole Sports.
- To give prompt attention and consideration to valid suggestions on how to improve the conduct of administration in Pole Sports throughout South Africa and the World.
- To maintain records and disseminate information pertaining to all phases of Pole Sports.
- To train and certify competent Pole Sports officials.
- To raise money and finance improvement in the sport of Pole Sports.
- To operate exclusively for educational and charitable purposes.
- To follow and actively support the World Anti-Doping Agency (WADA) and its principles and goals.

3. **Neutrality**

The SAPSF observes strict neutrality on political, social and religious grounds. No discrimination is permitted against any affiliated National Federation or any association, club, or sportsman on political, racial, or religious grounds.

4. **Headquarters**

The Headquarters of the SAPSF is in Johannesburg, South Africa.

The SAPSF will be incorporated as a Non Profit Company under the jurisdiction of South African law and the Companies Act 2011.

5. **Languages**

All meetings shall be conducted in English, but any delegate who has difficulties in expressing his views in English will have the right to do so in his own language, provided he has an interpreter. All other important documents, such as minutes of the directors, playing rules, and so on, will be published in English.

6. **Composition of the National Federation**

The SAPSF is composed of members within South Africa.

7. **Honourary Presidents and Honourary Members**

Upon recommendation of the Executive Committee, persons who have rendered exceptional services to the SAPSF or who in general have given exceptional services to Pole Sports may be elected Honourary President or Honourary Member by the Directors. The Honourary President has the same rights as an Executive Committee Member but without voting right.

8. **Mutual Recognition of Federations**

The SAPSF, among the National Federations affiliated to the IPSF recognise each other as being solely empowered to control Pole Sports in their respective countries; therefore, they undertake that neither they nor any of their members will in any way have relations with non-associated bodies or one of their members, except as may be permitted by Statutes or with special permission of the SAPSF President for limited time periods.

STATUE III

1. **Membership in the SAPSF**

For any member of the SAPSF, the following conditions must be fulfilled:

Studio/Owner Membership

- Meet the standards set by SAPSF
- Adhere to the SAPSF Code of Practice, Rules and Regulations
- Provide SAPSF with a signed declaration of authenticity
- Pay the fees annually to maintain membership
- Support the views of the SAPSF and the promotion of Pole Sports



Athlete Membership

- Be a legal resident of SA
- Pay the fees annually to maintain membership
- Support the views of the SAPSF and the promotion of Pole Sports

Supporter/Casual Membership

- Pay the fees annually to maintain membership
- Support the views of the SAPSF and the promotion of Pole Sports

2. Resignation

Resignation may be accepted by Directors upon written request and after having fulfilled all the fiscal obligations towards the SAPSF. The request must be handed in at least six weeks before the end of the fiscal year, otherwise, the National Federation remains a member for the following year with all financial duties.

3. Suspension of Membership Rights

A member/studio member who has repeatedly failed in its responsibilities towards the SAPSF after written warning, or has acted contrary to the Statutes, By-Laws, Regulations or decisions of the bodies of the SAPSF can be suspended by the Executive Committee. The affiliated National Federations will be informed about such suspension, which will be submitted to the next Directors for confirmation.

4. Expulsion

Any member/studio member can be expelled from the SAPSF by Directors if it:

- Brings disrepute to the SAPSF or to Pole Sports in South Africa or another country.
- Seriously violates the Constitution, Regulations or Directors decisions.
- Does not pay the subscriptions and fees owed to the SAPSF after due notice has been given.
- Does not control Pole Sports in its country.

The decision is final.

5. Dissolution

The dissolution of the SAPSF shall only be effected by an Extra-Ordinary Directors called especially for this purpose. The Extra-Ordinary Directors decides about the disposal of the funds of the SAPSF. The Executive Committee will fulfill the duties of liquidation.

6. Termination of Rights and Duties of Members

All rights and duties pertaining to membership cease with resignation or expulsion. An expelled or resigned member cannot put forward any claims to the assets of the SAPSF.

7. Responsibilities

The financial commitments of the South African Pole Sports Federation NPC are limited to its assets.

8. Fiscal Year

The fiscal year for the South African Pole Sports Federation NPC starts on 1st March and ends on the last day of February.

STATUE IV

1. Administration of the SAPSF

A. Four (4) Directors. The Executive Committee.
President, Vice President, Treasurer, Secretary.

B. Auditors/Accountant

2. Sections of the SAPSF



Duties for sports and rule, judges, coaches, and disciplinary matters are carried out by permanent appointed committees. Each committee will be under the chairmanship of an Executive Committee member appointed by the Executive Committee. The committees will consist of the chairman and a minimum of three members. The three members will be proposed by the chairman and approved by the Executive Committee.

3. Officials of the SAPSF

The officials of the SAPSF are classified according to their responsibilities and authority:

1. Executive Committee Members
2. Committee members
3. Other temporary officials of the SAPSF
4. President may appoint Ad Hoc Committees to be approved by the Executive Committee
The Executive Committee will be elected by the General Committee except for the initial Executive Committee. The initial Executive Committee will be comprised of carefully selected individuals. The Executive Committee approves the committee members.

STATUE V

1. Meetings

- A. Directors Meetings to be held quarterly. Or with six (6) weeks' notice, if an additional meeting is required.
- B. Annual General Meetings to be held annually

2. Notice of Meetings

Meetings should usually be planned three (3) months ahead. Or if additional meetings are required, at least six (6) weeks' notice will be given.

3. Proposals

All full members in good standing and the Executive Committee Members have the right to present proposals. Only written proposals that have been sent to the SAPSF office not later than six weeks before the meeting (the post stamp on the envelope, or date stamp on email, is sufficient) can be accepted and are subject to the following extra conditions:

- a. Formal proposals on modification of the Statutes of the SAPSF can only be submitted at the Directors Meeting.
- b. Proposals for changing the playing rules shall be submitted to the Executive Committee preceding the Directors Meeting.
- c. Proposals on modification of the rules shall be submitted to the Executive Committee to act upon with final approval by the Directors Meeting. The passage of a changed regulation will take effect on September 1 of the year that it passes.
- d. In the case of a formal proposal on the dissolution of the SAPSF within the fixed term, an Extra- Ordinary Directors meeting shall be called.
- e. The reasons for proposed changes must accompany any proposal presented for consideration.
- f. SAPSF will submit approved SAPSF proposals in writing to the IPSF, in line with IPSF By-Laws and Statutes.

4. Voting Rights

Members have voting rights at the meetings. For the elections of the Executive Committee, the members of the Executive Committee have no vote. The President of the SAPSF or his substitute have the right of the casting vote. Honourary Life Presidents and Honourary Life Members may speak, but have no vote. The voting is executed by SAPSF voting cards distributed by authorised officials. Executive Committee may vote if no other members from their Federation are available to vote.

5. Voting

For voting in Directors, a simple majority of the votes cast, for or against, is required for the adopting of a proposal. In case of a tie, President votes. No proxies shall be allowed. No National Federation is obliged to vote and any abstentions are not counted and will be considered as absentees. When various proposals about the same matter are to be decided



and none get the required majority, a second vote will take place in which the relevant majority decides. Voting is open ballot unless a secret ballot is requested by one delegate who is entitled to vote. No vote shall be valid unless a quorum representing 50% of the votes is present for such a vote.

6. Minutes

The minutes of the previous meeting, which shall have been circulated, shall be taken as read and no motion or discussion shall be allowed on the minutes except in regard to their accuracy. After the confirmation of the minutes they shall be signed by the President and Secretary General and the members of the SAPSF shall be at liberty to ask any questions in regard to matter arising out of them. Such questions shall be allowed for purposes of information only, and no debate on the policy outlined in the minutes shall take place.

7. Agenda

The Agenda for Directors Meetings are as follows:

1. Open
 - A. Notice of meeting
 - B. Adoption of Agenda
2. Appointment of minute keepers and scrutinizers'
3. Minutes of last Directors
4. Report of the President
5. Report of the Secretary General
6. Report of Committees
7. Admission of new member Federations and expulsions
8. Modifications to the Constitution /Memorandum of Incorporation
9. Modifications to the By-Laws
10. Modifications to the Regulations
11. General proposals
12. Finances
13. Elections:
 - A. President
 - B. Executive Vice-President
 - C. Regional Vice-Presidents
 - D. Treasurer
 - E. Two (2) Elite Athletes
14. Auditors
15. Honours
16. Any other business

STATUE VI

A. Composition and Principals

The general management of the SAPSF under the control of the Directors is in the hands of the Executive Committee for a four year term, and it consists of:

- I. President
- II. Executive Vice President
- III. Secretary General
- IV. Treasurer
- V. Committee Chairs
- VI. Eight Regional Vice-Presidents
- VII. Two Active Elite Athletes
- VIII. Immediate Past President—non voting

Executive Committee Members must be non-paid volunteers.

1. When a member of the Executive Committee resigns before the end of his term, the President elects a substitute member subject to Executive Committee's approval. In urgent cases, the Executive Committee has the authority to appoint a substitute member until the



next Directors. The Executive Committee can make decisions when more than half of its members are present. In case of urgency, decisions of the Executive Committee can be taken by telephone, postal mail or email. In the event of an equality of votes, the President has the casting vote. The Executive Committee will assemble when the President deems it necessary or upon request of three members. The Executive Committee shall assemble usually during Directors meetings. In urgent cases, it meets also at other times. All members of the Executive Committee shall defend the general interests of SAPSF and the decisions of the Executive Committee.

2. If an elected member or chairperson of a commission loses the support of their National Federation they must have the support of 80% of the Executive Committee to remain in office. If that member wants to run for office in the General Election they must have written approval from their National Federation.

B. Decisions by Executive Committee in Case of Urgency

In case of urgency, the Executive Committee may make decisions which are under the authority of Congress, subject to adoption by Congress afterwards. Decisions of the Executive Committee are made by a majority of the members present at the meeting provided a quorum exists.

C. Representation to Outside

The President or his substitute represents the SAPSF on all external matters.

D. Committees

The Executive Committee may assign the duties of the SAPSF into different committees. The Chairman of a committee can be replaced by another Executive Committee member when at the time they are absent.

E. Decisions of the Committees

The committees can make decisions when more than half of the total number of members are present. The committees of the SAPSF decide by simple majority. Financial adjustments by the committees within their budget must be approved by the President in consultation with the Secretary General. In case of urgency, decisions of the committees can be taken by way of a conference call by telephone or by mail. No committee member has more than his vote. In the case of equality, the chairman will have the casting vote.

F. Financial Regulations

- The Treasurer establishes annually a budget that observes the total probable income and expenditure of the SAPSF.
- After adoption of the budget by the Executive Committee, the Executive Committee can work within this frame.
- Shifting within this budget is allowed with the permission of the President in consultation with the Executive Committee.
- All finances of the SAPSF through the bank accounts or account of the SAPSF and are subject to the same regulations as decided by the Executive Committee.
- The Annual Accounts together with the report of the auditors will be reported to the directors for approval.

G. Duties of the Executive Committee

The Executive Committee has to meet in particular the following obligations:

1. Observance of Statutes
2. Execution of decisions of the directors
3. Ratification urgent decisions of the office of the executive board
4. Resolution of Regulations and stipulations
5. Executions of decisions of disciplinary measures
6. Urgent decisions (to be adopted by directors afterwards)
7. Pre-discussion of matters for directors
8. Elaboration of proposals
9. Suspension of membership rights
10. Nomination of committee members



11. Appointment of temporary special committees
12. Preparation of budget and control of finances
13. Decisions of financial nature out of budget
14. Agreements (TV, radio, advertising, etc.)
15. Negotiations with SASCO, other Sports Federations and groups
16. Controller of all Championships of the SAPSF

H. General Duties

All duties and matters of international aspects that are not especially outlined in the Statutes are under the authority of the Executive Committee.

I. Disciplinary Authorities of the Executive Committee

The Executive Committee has the duty to settle conflicts for which it is competent according to the Statutes of the SAPSF.

J. Permanent and Temporary Committees

The Executive Committee is entitled to appoint permanent and temporary committees as occasion demands. Initial permanent committees are Technical, Safety, Medical, Ethics, Accreditation, Marketing, Athlete, Finance, and Event.

STATUE VII

Auditors

The Executive Committee shall hire Auditors for four years. The Auditors will examine the treasury of the SAPSF and the accounts of the past financial year and present annually a written report and discharge proposal to Directors.

STATUE VIII

Arbitration

Members of the SAPSF shall not be permitted to bring before the Court of Justice disputes with the SAPSF, and membership of the SAPSF shall involve members in renouncing the right to take a dispute to court. Any dispute shall be referred to The Court of Arbitration as recognised by the International Olympic Committee.

STATUE IX

The SAPSF shall have the authority to take disciplinary action against any individual for conduct which the SAPSF considers to be prejudicial to the interests of the SAPSF.

