



# MPUMALANGA PRACTICAL SHOOTING ASSOCIATION CONSTITUTION (As amended at xxx on xxx)

## 1. NAME

- 1.1. The Association is a non-profit sport organisation and shall be known as the Mpumalanga Practical Shooting Association, hereafter referred to as the Association.

### Legal Status

- 1.2. The Association, in its own name, shall be capable in law of suing and of being sued, acquiring, holding and alienating property, movable and immovable.
- 1.3. After all legal requirements have been met the Association may act as dealers in arms and ammunition and shooting accessories and as importers, wholesales, retailers and manufacturers of such goods or items as may serve the interest of practical shooting in Mpumalanga.

## 2. DEFINITIONS AND INTERPRETATION

- 2.1. Words not defined in the Association's rules shall, unless the context indicates otherwise, bear the meanings assigned to them in this Constitution.
- 2.2. Unless inconsistent with the context, all words and expressions imparting the masculine gender shall include the feminine, words signifying the singular number shall include the plural and vice-versa.

### Definitions

- 2.3. The following expressions shall have the following meanings assigned to them:
- 2.3.1. **Amateur:**  
A person who complies with the requirements of the definition as defined by the applicable body governing sport in South Africa.
- 2.3.2. **Annual Closed Championships:**  
The final handgun Provincial League per year.



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- 2.3.3. **Club:**  
A group of individuals, not necessarily situated within Mpumalanga Province, affiliated to the Association for the purpose of participating in IPSC activities.
- 2.3.4. **Disciplinary Process:**  
As defined in the relevant Policy document upon initiation of disciplinary action by the Executive Committee.
- 2.3.5. **Grievance Committee:**  
As contemplated in Clause 10.
- 2.3.6. **IPSC:**  
International Practical Shooting Confederation.
- 2.3.7. **Meetings:**  
**Physical** - a Committee meeting that takes place at a specified venue  
**Virtual** - a Committee meeting that takes place by means of an electronic platform.
- 2.3.8. **Member:**  
An individual who belongs to an affiliated Club and who has paid all required fees to the Association.
- 2.3.9. **MPSA:**  
Mpumalanga Practical Shooting Association.
- 2.3.10. **Presiding Officer**  
The Member appointed to oversee a Grievance or Disciplinary Process.
- 2.3.11. **Provincial Association:**  
An association of clubs affiliated to SAPSA.
- 2.3.12. **Provincial League:**  
An MPSA-sanctioned Level II match.
- 2.3.13. **Provincial Logs:**  
Records of performance of Members at Provincial Leagues.



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**2.3.14. Provincial Team:**

A group of Members selected by the Selection Committee to represent the Association in an MPSA-sanctioned inter-provincial match or a match held under the auspices of SAPSA.

**2.3.15. Selection Committee:**

As contemplated in Clause 6.4.

**2.3.16. SAPSA:**

The South African Practical Shooting Association.

**2.3.17. SAPSA-SANCTIONED MATCH:**

Any Level III or higher match

**2.3.18. SAIRO&I:**

The South African Institute of Range Officers and Instructors.

## **Interpretation**

2.4. In the event of any doubt as to the meaning of any of the provisions of this Constitution, the interpretation placed thereon by the Executive Committee shall be final and binding upon all members of the Association, provided that this clause shall not apply should a matter be referred to Arbitration.

## **3. OBJECTIVES**

3.1. The objectives of the Association, in general, are to promote, organise and control IPSC shooting in the Mpumalanga province under the auspices of SAPSA, and in particular, without restricting the generality of this clause to:

3.1.1. Organise Provincial leagues.

3.1.2. Provide insurance cover for its members and such other persons as may be decided upon from time to time, through its affiliation to SAPSA and/or any other relevant body.

3.1.3. Appoint persons in honorary capacities for such periods as may be decided upon by the Executive Committee from time to time.

3.1.4. Arbitrate on disputes that may arise between Clubs and/or Members.



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- 3.1.5. Select teams to compete in inter-provincial matches and/or matches held under the auspices of SAPSA.
- 3.1.6. Award Provincial Colours to Members who qualify in terms of Clause 9.
- 3.1.7. Acquire, hire or lease moveable and/or immovable property if necessary for the promotion of the objectives of the Association.
- 3.1.8. Raise funds for the furtherance of the promotion of the Association and its activities and objectives.
- 3.1.9. Foster the good image of the sport of practical shooting and promote safe, competent and responsible use of firearms by anyone entitled to use them.
- 3.1.10. Implement a development program in conjunction with SAPSA and the Provincial and National Government's sporting bodies.

## **4. RULES OF THE ASSOCIATION**

- 4.1. The Association and its affiliates shall subscribe to, support and endorse the principles of a drug-free sport as required by IPSC and SAPSA, and enforced by the South African Institute for Drug-Free Sport.
- 4.2. The following rules will be applied by the Association, Clubs, Members and visitors attending any match run under the auspices of the Association:
  - 4.2.1. The current IPSC Competition rules
  - 4.2.2. Any other safety rules of the club, shooting range or terrain, where such safety rules are not in contravention with or less strict than the current IPSC Competition rules.
- 4.3. The rules and regulations governing the normal day-to-day administration of the Association are contained in the relevant Policy documents.
- 4.4. IPSC Match Levels, as referred to in the IPSC Competition rules, are designated as follows, for the purposes of this Constitution and related Policy Documents:
  - 4.4.1. **Level I**  
A match at a Club, under the auspices of MPSA
  - 4.4.2. **Level II**  
Under the auspices of a Provincial Association



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- 4.4.3. **Level III**  
Under the auspices of SAPSA
  - 4.4.4. **Level IV**  
Under the auspices of SAPSA or an IPSC-recognised region
  - 4.4.5. **Level V**  
Under the auspices of IPSC.
- 4.5. Proposed changes to the IPSC rules and regulations will be done through SAPSA / SAIRO&I in the prescribed way.
- 4.6. Policy documents may only be amended by a majority vote at an Annual or Special General meeting, or a Delegates meeting.

## **5. MEMBERSHIP**

- 5.1. Any person, irrespective of race, gender or religion, who wishes to join the Association can, subject to terms of this Constitution, only do so by joining a Club.
- 5.2. A Club or Member is:
  - 5.2.1. Entitled to all rights and benefits of such affiliation
  - 5.2.2. Subject to all the obligations of such membership, in particular the payment of such annual affiliation fees to the Association.
- 5.3. A Member must affiliate to SAPSA and any other body to which the Association is, in turn, affiliated
  - 5.3.1. Failing which, the Member's affiliation to the Association will be deemed to have lapsed.
- 5.4. Clubs applying for affiliation shall satisfy the following requirements:
  - 5.4.1. The Club must be situated within the borders of the Mpumalanga Province or, if not so situated, the Executive Committee must be satisfied that no other Provincial Association serves the area in which the Club pursues its activities
  - 5.4.2. At least two (2) of the Club's committee must be affiliated to the Association
  - 5.4.3. At least one (1) of its members must be registered with SAIRO
  - 5.4.4. Furnish a copy of its Constitution and Safety Rules and Procedures to the Executive Committee



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- 5.4.5. Furnish all relevant information of its members, as determined by the Delegates Committee from time to time, to the Secretary
  - 5.4.6. Furnish details of the shooting range to be utilised by its members, to the Executive Committee
  - 5.4.7. An annual affiliation fee as decided on at the Annual General Meeting, to be paid in advance.
- 5.5. A Club must host at least one (1) Provincial League in a two (2) year cycle.
- 5.6. Clubs and Members must ensure suitability and competence to participate in IPSC matches, in terms of the relevant Policy Document.

## **Benefits and Privileges of Membership**

- 5.7. Clubs or individuals who have applied for affiliation may, at the discretion of the Executive Committee immediately enjoy the privilege of such affiliation.
- 5.8. A Club or Member in arrears with affiliation fees, may not enjoy the privilege of affiliation until the financial status of such Club or Member is reinstated by payment of the required fees and upon the approval of the Executive Committee being obtained.

## **Honorary Life Membership**

- 5.9. The Executive Committee may grant honorary Life Membership only if a resolution to that effect is carried unanimously.

## **Affiliation Year**

- 5.10. The affiliation year shall extend from the first (1<sup>st</sup>) day of January to the last day of December of the same year.

## **Liability**

- 5.11. The liability of Clubs or Members for debt incurred by the Association, shall be limited to the amount of any unpaid affiliation fees.

## **Refusal, Suspension or Termination of Membership**



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- 5.12. The Executive Committee shall, where it considers it to be in the interest of the Association, be entitled to:
- 5.12.1. Refuse an application from a Club or individual
  - 5.12.2. Initiate disciplinary action against a Club or Member, as may be deemed appropriate, in terms of Clause 11.
- 5.13. In exercising its duty to initiate disciplinary action, the Executive Committee will appoint a Disciplinary Committee to act on its behalf.
- 5.13.1. A Disciplinary Committee may recommend suspension or termination of membership but the Executive Committee will make the final decision in this regard.
- 5.14. Prior to suspension or termination of membership, the Club or Member must be given the opportunity to state his/its case to the Executive Committee, either in writing or verbally.
- 5.15. A Club or Member whose affiliation has been suspended or terminated, shall have no claim against the Association for reimbursement of any money paid.

## **6. MANAGEMENT OF THE ASSOCIATION**

### **Management Structure**

- 6.1. Executive Committee
- 6.1.1. Chairperson
  - 6.1.2. Vice-Chairperson
  - 6.1.3. Secretary
  - 6.1.4. Treasurer
  - 6.1.5. Scores & Leagues Officer
  - 6.1.6. Chief Range Officer
  - 6.1.7. Development Officer
- 6.2. Members of the Executive Committee must be at least twenty-one (21) years of age.
- 6.3. Delegates Committee
- 6.3.1. Chairperson
  - 6.3.2. Vice-Chairperson
  - 6.3.3. Secretary
  - 6.3.4. Treasurer



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- 6.3.5. Delegates elected by the respective members of each Club, on the basis of one (1) delegate for every ten (10) Club members or part thereof.

## **Sub-Committees**

- 6.4. Selection Committee
- 6.4.1. Vice-Chairperson
  - 6.4.2. Scores & Leagues Officer
  - 6.4.3. Two (2) additional members elected from the Clubs.
- 6.5. The additional members should not be from the same club.
- 6.6. Course of Fire Vetting Committees – Handgun & Shotgun / Rifle
- 6.6.1. Chief Range Officer
  - 6.6.2. Four (4) additional members per Committee.
- 6.7. A SAPSA Councillor may be elected at the Annual General Meeting
- 6.7.1. Failing which the Chairperson or his delegate will be the SAPSA Councillor.

## **Terms of Office of Committees**

- 6.8. Members of the Executive Committee will be elected at the Annual General Meeting, as follows:
- 6.8.1. Chairperson, Treasurer and Chief Range Officer in even numbered years
  - 6.8.2. Vice-Chairperson, Secretary and Scores & League Officer in odd numbered years
  - 6.8.3. A Development Officer every year.
- 6.9. Members of Sub-Committees will be elected at the Annual General Meeting.
- 6.10. All Committee members are eligible for re-election.
- 6.11. In the event of a vacancy occurring on the Executive Committee or a Sub-Committee, the Executive Committee may appoint a successor, subject to the approval of the Delegates Committee.
- 6.12. Any Committee member so appointed shall only hold office until the date when his predecessor's term would normally have ended.



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## **Duties and Powers of Committees**

6.13. The Duties of the Committees are as contained in the relevant Policy Document.

### Executive Committee

6.14. The ownership, control and administration of the Association shall vest in the Executive Committee.

6.15. The Executive Committee shall have authority to make decisions and act on behalf of the Association in all matters concerning it and to do all things consistent with the objectives of the Association within the provisions of this Constitution.

6.16. The Executive Committee has full authority to act between Delegates Committee Meetings on behalf of the Delegates Committee but notwithstanding any other provisions of this Constitution, the Executive Committee will be responsible to the Delegates Committee for all actions taken by it.

6.17. Councillors may be appointed by the Executive Committee to attend the meetings of other Organisations the Association is affiliated to.

6.18. The Executive Committee may from time to time affiliate the Association to other organisations, in order to promote the objectives of the Association.

### Delegates Committee

6.19. The Delegates Committee shall be responsible for the policy making of the Association.

## **Frequency of Meetings**

6.20. The Committees shall meet as often as is required to enable them to discharge their duties.

### Delegates Committee Meeting



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- 6.21. On receipt of a written request, addressed to the Secretary and signed by at least one half ( $\frac{1}{2}$ ) of the members of the Delegates Committee, the Executive Committee shall within one (1) month, convene a Delegates Committee meeting at a time and place to be determined by the Executive Committee.

## Annual General Meeting

- 6.22. An Annual General Meeting shall be convened by the Executive Committee no later than the second (2<sup>nd</sup>) week of December of the current year.

## Special General Meeting

- 6.23. The Executive Committee may convene a Special General Meeting for any specific purpose during the year.

## **Notice of Meetings**

- 6.24. By majority agreement of the relevant Committee, a virtual meeting may be held, subject to the same rules pertaining to notification of such meeting.
- 6.25. If the relevant Committee should determine a regular venue, day of the month and time, then only if such venue, date or time is changed, shall the relevant notification of such meeting be given.

## Executive Committee Meeting

- 6.26. At least seven (7) days' notice shall be given, whether verbally or written, to members of the Executive Committee.
- 6.26.1. The notice shall include the date, time, place and agenda for the meeting.

## Delegates Committee Meeting

- 6.27. At least twenty-one (21) days' written notice shall be given to all Members.
- 6.27.1. The notice shall include the date, time and place of the meeting.



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- 6.28. Agenda items for the Delegates Committee meeting must be submitted to the Secretary by the applicable Delegate, no later than fourteen (14) days prior to the meeting.
- 6.28.1. The final agenda must be distributed to all Members at least seven (7) days before said meeting.

## Sub-Committee Meetings

- 6.29. In general, these Committees will communicate via electronic means, including but not limited to email or a virtual meeting.
- 6.29.1. If required, a Sub-Committee may, by majority agreement, decide to hold a 'physical' meeting.
- 6.30. In the event of a physical or virtual meeting, at least seven (7) days' notice shall be given, whether verbally or written, to members of the relevant Sub-Committee.
- 6.30.1. The notice shall state the date, time and, if applicable, place of the meeting.

## Annual General Meeting

- 6.31. At least six (6) weeks' written notice of the Annual General Meeting, must be given to all Members.
- 6.31.1. The notice must include a provisional agenda.
- 6.32. Items for inclusion on the agenda, must be submitted in writing to the Secretary within two (2) weeks of receipt of the notification.
- 6.33. In the event that proposals for Constitution Amendments are received three (3) months prior to an anticipated Annual General Meeting, the Secretary will give three (3) months' notice of such Meeting.

## Special General Meeting

- 6.34. At least six (6) weeks' written notice of a Special General Meeting, must be given to all Members.
- 6.34.1. The notice must include the final agenda.
- 6.35. In the event that proposals for Constitution Amendments are received more than three (3) months prior to an anticipated Annual General Meeting, the Secretary will give three (3) months' notice of a Special General Meeting.



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## **Quorum for Meetings**

### Executive or Delegates Meeting

- 6.36. The Chairperson or Vice-Chairperson and the members of the relevant Committee who are present, shall constitute a quorum.
- 6.36.1. If less than half ( $\frac{1}{2}$ ) plus one (1) of the relevant Committee members are present, the meeting will be adjourned for a quarter ( $\frac{1}{4}$ ) of an hour, after which the meeting shall proceed with those members present constituting a quorum.

### Annual or Special General Meeting

- 6.37. At least one-third ( $\frac{1}{3}$ ) of the Members present, shall constitute a quorum.
- 6.37.1. If a quorum is not present the meeting will be adjourned for a quarter ( $\frac{1}{4}$ ) of an hour, after which the meeting shall proceed with those members present constituting a quorum.

### Sub-Committee Meetings

- 6.38. At least three (3) members will constitute a quorum.

## **Conduct at Meetings**

### Annual, Special, Executive and Delegates Meeting

- 6.39. In the event that the Chairperson is not in attendance, the Vice-Chairperson shall chair the meeting, failing which the meeting shall elect one of its members, by majority vote, to chair the meeting.
- 6.40. The Secretary, or some other appointed person, will prepare comprehensive Minutes of the proceedings of these meetings, and the Minutes shall be placed before the next relevant meeting for confirmation.
- 6.41. If the minutes of a meeting are accepted by the subsequent relevant meeting as correct, the signature of the presiding Chairperson and the Secretary shall confirm the correctness thereof.

### Special General Meeting



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- 6.42. Only matters related to such specific purpose as set out in the notice convening the meeting may be dealt with.

## Selection Committee

- 6.43. In the event that the Vice-Chairperson is not in attendance, the meeting shall elect a member in attendance, to chair the meeting.

## Course of Fire Vetting Committees – Handgun & Shotgun / Rifle

- 6.44. The Chief Range Officer will chair meetings.  
6.44.1. In the event that the Chief Range Officer is not in attendance, the meeting shall elect a member in attendance, to chair the meeting.
- 6.45. The Chief Range Officer will collate inputs for return to the relevant Club.

## **Voting at Meetings**

- 6.46. Matters shall be decided by a majority vote.  
6.46.1. In the event of an equality of votes, the person chairing the meeting shall have a casting vote in addition to his own deliberate vote.
- 6.47. No proxy votes are allowed.

## Executive, Delegates or Sub-Committee Meeting

- 6.48. Each relevant Committee member present at the meeting, shall have one (1) vote.

## Annual or Special General Meeting

- 6.49. All Members present shall have one (1) vote.

## **7. FINANCIAL ARRANGEMENTS AND ACCOUNTS**



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- 7.1. The financial year of the Association shall extend from two (2) weeks prior to the Annual General Meeting, to two (2) weeks prior to the following Annual General Meeting.
- 7.2. Affiliation fees, which become due and payable on the first (1<sup>st</sup>) day of January, shall be paid no later than the date of the first (1<sup>st</sup>) Provincial League of the year.
  - 7.2.1. Clubs or Members joining after the start of the affiliation year, will pay the full affiliation fee as determined at the preceding Annual General Meeting.
- 7.3. Clubs and Members who have not paid their affiliation fees timeously, shall pay such administrative fee as may be decided on by the Delegates Committee from time to time, in addition to the affiliation fee.
- 7.4. On payment of affiliation fees, receipts shall be issued, in a form to be determined by the Executive Committee.
  - 7.4.1. Production of an original receipt for the current financial year, is prima facie evidence that a club or individual is entitled to all privileges of affiliation, from date of payment.

## **Bank Accounts**

- 7.5. The Association shall maintain a banking account or accounts with a registered commercial bank.
- 7.6. All money received shall be deposited to the credit of the Association's account/s.
- 7.7. All payments shall be made by non-transferable documents as authorised by the Delegates Committee.
- 7.8. Records must be kept of cash payments to ensure proper financial accounts.

## **Financial Statements and Budget**

- 7.9. The Executive Committee shall keep a set of financial accounts as necessary for the proper working of the Association.
  - 7.9.1. The Treasurer will be responsible for the keeping of such records.



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- 7.10. The books of account shall be made up at the end of each financial year.
- 7.11. A set of financial statements as well as a Budget for the following year, shall be submitted to Members for approval at the Annual General Meeting, or failing that, at the first (1<sup>st</sup>) Delegates Committee meeting following the Annual General Meeting.
- 7.12. Any Member may request that an independent Auditor must audit the books of the Association.  
7.12.1. The Association will be liable for the cost of such an audit.
- 7.13. The Executive Committee is empowered to make payments within the approved annual budget.  
7.13.1. Exceptions to the budget must be approved by at least three (3) Executive Committee members, subject to ratification at the next Delegates meeting.

## **Reimbursement to Committee Members**

- 7.14. Expenses incurred by Committee members in the execution of their duties will be reimbursed by the Association, save that  
7.14.1. Reimbursement of Delegates, as referred to in Clause 6.3.5, will be for the account of the relevant Club.
- 7.15. Approval of such expense is required from at least two (2) Executive Committee members, prior to the expense being incurred.
- 7.16. An Honorarium for the Executive Committee may be decided on by the Delegates Committee  
7.16.1. Such Honorarium may not exceed the value of the annual affiliation fees.

## **8. PROVINCIAL LEAGUES, LOGS AND ANNUAL CHAMPIONS**

### **Provincial Leagues**

- 8.1. All competitors at Provincial Leagues must be affiliated to SAPSA, unless Clause 8.2 applies.



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- 8.2. In conjunction with a Provincial League, the Executive Committee may approve the inclusion of a Level I match for non-Members, subject to these competitors competing and being scored separately.
- 8.2.1. A non-Member may only exercise this dispensation twice.
- 8.3. Club teams, comprising up to four (4) members affiliated to the applicable club, may be entered at Provincial Leagues, subject to conditions as determined by the Delegates Committee from time to time.
- 8.4. The Chief Range Officer, or his delegate, must vet the ranges for safety and compliance to the IPSC competition rules, prior to the Provincial League commencing.
- 8.5. Recognition of competitors' achievements will be at the discretion of the host club, based on the results of the match which will include all competitors.
- 8.5.1. The results of MPSA members will not be converted to 100%.

## **Provincial Logs**

- 8.6. Recognition of divisions, categories and grades for all disciplines recognised by IPSC, will be as determined by the Delegates Committee from time to time.
- 8.7. Specified Level II matches hosted by another Provincial Association, may be approved at an Annual General meeting, for inclusion in Provincial Logs.
- 8.8. Following each Provincial League, the Scores & Leagues Officer will update the Provincial logs, as applicable, in terms of the relevant Policy document.
- 8.9. The Scores & Leagues Officer will publish the updated Provincial Logs.
- 8.9.1. The Scores & Leagues Officer will make these available as required.

## **Annual Champions**

- 8.10. Recognition of Annual Champions shall be in accordance with the relevant Policy Document.



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## **Grading of Members**

- 8.11. Grading of Members will be done every year by the Scores & League Officer, after the conclusion of the Annual Closed Championship, or at any other time as deemed necessary by the Executive Committee, in accordance with the relevant Policy Document.
- 8.11.1. Should the Executive Committee deem it necessary to grade Members at any other time, consideration must be given to the implications in regard to the following Annual Champions awards.

## **9. PROVINCIAL TEAM SELECTION AND COLOURS**

### **Provincial Team Selection**

- 9.1. Selection of Provincial Teams shall be done by the Selection Committee in accordance with the provisions of the relevant Policy Document.

### **Provincial Colours**

- 9.2. The awarding of Provincial Colours will be at the discretion of the Executive Committee.
- 9.3. Members selected for inter-provincial matches will not be eligible for Provincial Colours.
- 9.4. Members may be considered for Provincial Colours, subject to at least one (1) of the following requirements being met at a SAPSA-sanctioned match:
- 9.4.1. Selected as a member of a Provincial A team at least three (3) times in a two (2) year cycle
- 9.4.2. Obtained a result of at least 80% of the top competitor in the relevant division, where there were a minimum of twenty-five (25) competitors in the division
- 9.4.3. Won the Gold or Silver medal in a specific Category, as recognised at the match in terms of the IPSC Competition rules.



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- 9.5. The Executive Committee may, in consideration of services rendered to the Association, award Provincial Colours to a Member if a resolution to that effect is carried unanimously.
- 9.6. Only Members who have been awarded Provincial Colours may wear Provincial Colours.
- 9.7. The Scores & Leagues Officer will keep a record of Members who are awarded Provincial Colours.
- 9.8. The Executive Committee shall, subject to Clause 9.9, have the right to:
  - 9.8.1. Determine the design, form and function for the awarding of Provincial Colours
  - 9.8.2. Restrain the unlawful and unauthorised use thereof
  - 9.8.3. Take disciplinary or other action, including but not limited to the withdrawal of Provincial colours, should a Member be found guilty of bringing Provincial Colours into disrepute.
- 9.9. In the event of an actively-functioning Mpumalanga Provincial Sports Organisation, the Executive Committee shall apply to this body for the awarding of Provincial Colours.
  - 9.9.1. This body shall control all matters relating to Provincial Colours.
- 9.10. In the event of successive achievement of Provincial Colours, only a Certificate will be awarded.
  - 9.10.1. Special recognition may, at the discretion of the Executive Committee, be given for successive five (5) years' representation.

## **10. GRIEVANCES**

- 10.1. Any Member or Club having a grievance shall have recourse in terms of this Constitution and relevant Policy Document, with the exception of a grievance relating to an MPSA or SAPSA-sanctioned match that was dealt with at the match in accordance with the IPSC Competition rules.
- 10.2. All grievances will be dealt with on an ad hoc basis, by a Grievance Committee as established in terms of the relevant Policy Document.



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## **11. DISCIPLINE**

- 11.1. The Executive Committee may initiate disciplinary action, subject to:
  - 11.1.1. A unanimous decision by the Executive Committee; or
  - 11.1.2. A written request, fully described and motivated, from a Club Delegate.
  
- 11.2. Disciplinary action should only be initiated in the event of unacceptable behaviour by a Club or Member, including but not limited to:
  - 11.2.1. Being in breach of relevant Policy Documents
  - 11.2.2. Gross unsportsmanlike behaviour
  - 11.2.3. Bringing the sport into disrepute
  - 11.2.4. The use of prohibited substances at any SAPSA-sanctioned match.
  
- 11.3. Initiation of disciplinary action must occur within fourteen (14) days of the incident giving rise to the decision contemplated in Clause 11.1, failing which the alleged offense will lapse and be of no further effect.

### **Disciplinary Committee**

- 11.4. The Executive Committee will appoint a Disciplinary Committee as follows:
  - 11.4.1. A Presiding Officer who should have knowledge and/or experience of disciplinary processes
  - 11.4.2. Three (3) additional members.
  
- 11.5. The additional members shall not be members of:
  - 11.5.1. The Executive Committee
  - 11.5.2. The same club as that of the Club or Member against whom disciplinary action has been initiated.
  
- 11.6. Any person appointed to a disciplinary committee must:
  - 11.6.1. Be a Member in good standing
  - 11.6.2. Not have a vested interest in the outcome
  - 11.6.3. Not have been a party to the incident which gave rise to initiation of the disciplinary action.

### **Notification**



# **MPUMALANGA PRACTICAL SHOOTING ASSOCIATION CONSTITUTION**

**(As amended at xxx on xxx)**

- 11.7. The Secretary shall notify the Club or Member, in writing, within seven (7) days of the decision to initiate disciplinary action, failing which the alleged offense will lapse and be of no further effect.
- 11.8. Such notification must include:
  - 11.8.1. A summary of the incident that resulted in the disciplinary action
  - 11.8.2. The names of the appointed Presiding Officer and Disciplinary Committee
  - 11.8.3. The Club or Member's right to make representation.
- 11.9. The Executive Committee will supply all relevant information to the Presiding Officer.
- 11.10. Any disciplinary action initiated in terms of Clause 11.1, will be subject to the conditions and processes of the relevant Policy Document.
  - 11.10.1. Amendments to the relevant Policy Document will not be applicable to any disciplinary action already initiated.

## **12. ARBITRATION**

- 12.1. In the event of a dispute in which the Association is a party, such dispute shall be settled in terms of the Arbitration Act, or other relevant Act, if no resolution can be reached beforehand.

## **13. AMENDMENT TO THE CONSTITUTION**

- 13.1. This Constitution may only be amended by a two-thirds ( $\frac{2}{3}$ ) majority vote at an Annual or Special General Meeting.
- 13.2. Written proposals, submitted by either the Executive Committee or a Club Chairperson, must be submitted to the Secretary, for circulation at least three (3) months prior to an Annual or Special General Meeting.

## **14. INDEMNITY**

- 14.1. All officials and appointees of the Association are hereby indemnified by way of the funds and property of the Association against all losses,



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charges, costs, damages and other expenses and liabilities they may incur or be put to concerning or in connection with the execution of their respective duties as officers of the Association.

- 14.2. No official or appointee of the Association shall be held liable for any act or default of the one or other of them or for deficiency or insufficiency of any title or security, nor shall they be liable for any loss occasioned or accident or damage which may happen or occur in the execution of their respective offices, or as a result thereof, provided that:
  - 14.2.1. Any such loss, misfortune or damage was not occasioned by the male fide acts of such officer or through his wilful default or gross negligence.

## **15. DISSOLUTION**

- 15.1. Other than by operation of Law, the Association shall only be dissolved upon resolution by a two-thirds ( $\frac{2}{3}$ ) majority of the votes of the Members present at an Annual or Special General Meeting.
- 15.2. Once a resolution of dissolution has been passed, the Delegates Committee will decide on the disposal of assets after debts and/or claims, if any, have been satisfied and will also decide on the application of the proceeds.