

MIND SPORTS SOUTH AFRICA

GENERAL REGULATIONS

The Rules of MIND SPORTS SOUTH AFRICA shall at all times be read and applied in conjunction with these Regulations.

Schedule 1, DEFINITIONS

In the Rules of MIND SPORTS SOUTH AFRICA and in these Regulations, except where the context indicates otherwise:

COUNCIL:	means a General Meeting of MSSA.
NATIONAL CONVENTION:	means the AGM of MSSA.
MEMBER:	means a member of MSSA.
THE PRESIDENT:	means the President of MSSA and the Chairperson of the Council, the Executive Committee, and Management Board, or a person empowered to act on his/her behalf.
EXECUTIVE COMMITTEE:	means the Executive Committee of MSSA, as constituted in terms of the provisions of the Rules.
REGULATIONS:	means the Regulations of MSSA as confirmed by the Council.
PRESENT:	means a member who is physically present at, or who has sent a proxy to, a meeting of MSSA.

Schedule 2, GENERAL REGULATIONS

- 2.1 These Regulations are subject to confirmation by the Council.
- 2.2 The responsibility of resolving any dispute regarding the interpretation of the Regulations, is vested in the President, who shall consider recommendations of the Executive in this respect.

Schedule 3, DISCIPLINE SPECIFIC REGULATIONS

- 3.1 These Regulations are drafted by the Executive Committee, however, only the elected office bearers and member clubs that have registered players who participate in such discipline may vote.
- 3.2 These Regulations shall not be contained in the General Regulations, but in separate Discipline Specific Regulations.
- 3.3 Notwithstanding Schedule 3.2, no Schedule contained in the Discipline Specific Regulations may be in contravention to the Constitution or the General Regulations.
- 3.4 These Regulations are subject to confirmation by the Council.
- 3.5 The responsibility of resolving any dispute regarding the interpretation of the Regulations, is vested in the President, who shall consider recommendations of the Management Board in this respect.

Schedule 4, STANDING COMMITTEES

- 4.1 The Standing Committees of the Executive shall be appointed annually after the Annual General Meeting by the Management Board and shall be confirmed at the first meeting of the Executive Committee.
- 4.2 The Management Board shall appoint the chairperson of the various Committees.
- 4.3 The President and Vice-President are ex-officio Members of all standing committees.
- 4.4 In the event of continued absence of a committee member without an acceptable reason, the President may, in consultation with the Management Board, replace such member.
- 4.5 The General Secretary shall provide the secretarial services for the respective committee.
- 4.6 The chairperson of all committees must submit to the General Secretary, on or before a date fixed annually

- 4.7 by the Management Board, a programme and budget covering the following year's activities and expenditure. Should an elected member be vacant for whatever reason, the chairperson of such standing committee may fill such position with a Registered Player after acquiring consent from the Management Board.
- 4.8 Although committees of MSSA should strive to take consensus decisions, each member of a committee shall have one vote. The chairperson shall also have a casting vote. Ex-officio members have no voting rights.
- 4.9 Should a consensus decision not be able to be made, decisions shall be made by a simple majority vote (50% + 1).

4.10 BOARDS OF CONTROL (BOC)

- a. The Boards of Control for each discipline shall be elected annually at the Annual General Meeting.
- b. The relevant gaming representative shall Chair the Board of Control, in other words the Figure Gaming Representative shall Chair the Figure Gaming Board of Control, etc. The player who Chairs such Board of Control shall be known as an Executive Officer and shall have the following duties:
- i. Shall Chair over all meetings of the BOC
 - ii. Shall act as the liaison between the BOC and the Management Board
 - iii. Shall invite at least three Registered Players to sit on the BOC after acquiring consent from the Management Board for vacant positions.
 - v. Shall submit the names of the Registered Players to sit on the BOC by the 15th of January of each year.
 - vi. May appoint a member of such BOC to act in his stead at such meetings during his absence.
- c. All players selected to sit on such BOC shall complete the letter of undertaking before assuming the seat and shall also be subject to point g below.
- d. The President and Vice-President are ex-officio Members of all Boards of Control.
- e. If any Member of the BOC shall absent himself from three consecutive meetings, after having received the customary notices and without having applied for leave or tendered his proxy vote, the seat of such member shall be declared vacant.
- f. The chairperson of all committees must submit to the General Secretary, on or before a date fixed annually by the Executive, a programme and budget covering the following year's activities and expenditure.
- g. Although Boards of Control (BOC) should strive to take consensus decisions, each member of a committee shall have one vote. The chairperson shall also have a casting vote. Ex-officio members have no voting rights.
- h. Should a consensus decision not be able to be made, decisions shall be made by a simple majority vote (50% + 1).
- i. The Boards of Control may convene Working Groups (WG) in order to investigate specific issues and make recommendations. Such working groups are advisory in nature
- j. Should the BOC not consists of the Executive Officer and at least two other members, the Management Board shall be entitled to enact decisions on behalf of such BOC.
- k. Should an elected position to the BOC be vacant for whatever reason, the chairperson of such BOC may fill such position with a Registered Player after acquiring consent from the Management Board.
- l. Should the position of Executive Officer become vacant, then the Management Board shall have the power to fill such position for the remainder of the term.

4.11 PROVINCIAL BOARDS OF CONTROL (PBOC)

- a. COMPOSITION:
The Boards of Control for each province shall consist of the following:
- i. The Provincial Director for such Province, and
 - ii. The Regional Directors for the Regions within such Province, and
 - iii. The chairpersons of all clubs within such province.
- b. Such Provincial Director shall Chair the Board of Control, in other words the Gauteng Provincial Director shall Chair the Gauteng Provincial Board of Control, etc. The player who Chairs such

Board of Control shall have the following duties:

- i. Shall Chair over all meetings of the BOC
 - ii. Shall act as the liaison between the BOC and the Management Board
 - iii. Shall be the Provincial Team Manager for teams over which the BOC presides
 - iv. May invite Registered Players to sit on the BOC, once approval has been obtained from the Management Board.
 - v. May appoint a member of such BOC to act in his stead at such meetings during his absence.
 - vi. Shall act as the liaison between such Provincial government and MSSA
 - vii. Shall act as the liaison between such Provincial Sports Councils and MSSA.
 - viii. May appoint a member of such BOC to act in his stead at such meetings during his absence.
- c. All players selected to sit on such BOC shall complete the letter of undertaking before assuming the seat and shall also be subject to point g below.
 - d. The President and Vice-President are ex-officio Members of all Boards of Control.
 - e. If any Member shall absent himself from three consecutive meetings, after having received the customary notices and without having applied for leave or tendered his proxy vote, the seat of such member shall be declared vacant.
 - f. The chairman/chairwoman of all committees must submit to the General Secretary, on or before a date fixed annually by the Executive, a programme and budget covering the following year's activities and expenditure.
 - g. Although Boards of Control (BOC) should strive to take consensus decisions, each member of a committee shall have one vote. The chairperson shall also have a casting vote. Ex-officio members have no voting rights.
 - h. Should a consensus decision not be able to be made, decisions shall be made by a simple majority vote (50% + 1).
 - i. The Boards of Control may convene sub-committees for Regional Committees.
 - j. Should the only member of any BOC be the Provincial Director, such Provincial Director shall be entitled to appoint at least three Registered Players to enact decisions on behalf of such BOC. Such player must still complete the letter of undertaking.
 - k. Should an elected position to the BOC be vacant for whatever reason, and no member of such BOC volunteers to fill such position, the chairperson of such BOC may fill such position with a registered player after acquiring consent from the Management Board. Should the position of Chair become vacant, then the Management Board shall have the power to fill such position for the remainder of the term.

4.12 DISCIPLINARY BOARD

- 4.12.1 The Disciplinary Board shall be responsible for ensuring that discipline is maintained in MSSA.
- 4.12.2 The composition of this Board shall be as follows:
 1. The Chairperson who shall be the Legal Advisor who sits on the Management Board.
 2. Two other members elected by the Management Board.
- 4.12.3 Any individual serving on the disciplinary committee not wishing to adhere to the Constitution or terms of reference of the Disciplinary Board be immediately replaced by the Management Board.
- 4.12.4 The Board is established to adjudicate all disputes as contemplated in the Dispute and Resolution Procedure and make recommendations to MSSA Management Board regarding the suspension, fine or termination of membership of any member and/or registered player.
- 4.12.5 The Chairperson shall call meetings of the Board at times and venues at the Chairpersons discretion.
- 4.12.6 The Board shall be empowered to determine its own rules, procedures and, make any decisions concerning the rules and procedures.
- 4.12.7 The proceedings of the Board shall not be open to the public, unless the Board orders otherwise.
- 4.12.8 The Board will observe the rules of natural justice but will not be bound by an enactment or rule of laws relating to the admissibility of evidence in proceedings before a court of law by simple virtue of the fact that they are rules applicable before a court of law.
- 4.12.9 The Board has authority, inherent powers and standing, in relation to the matters under its

jurisdiction.

- 4.12.10 The Disciplinary Board may select from time-to-time, from its own members or from MSSA in general, Discipline Committees to decide on any breaches of discipline properly registered with the General Secretary.
- 4.12.11 The rules and procedures regulating the functioning of the Disciplinary Board shall be as set forth below:
 1. A dispute may be lodged by any member.
 2. Such a dispute may only be laid against a member or registered player falling under the jurisdiction of MSSA.
 3. It is the responsibility of the referring party to ensure that all the requirements and rules are complied with. Failure to do so will result in the dispute being returned to the referring party and the dispute not being lodged.
 4. Subject to the provisions of this Rule, the Disciplinary Board may condone the late delivery of any document, or late referral of any dispute to the Board, or failure to comply with any time limit provided for in these rules.
 5. Any party may apply for condonation of late referral.
 6. Any application for condonation must be in a prescribed form setting out grounds for seeking condonation and must include the following:
 1. the degree of lateness,
 2. the reason for lateness, and
 3. any other relevant factor.
 7. The addresses, telephone and telefax numbers for the delivery of notice shall be MSSA's normal contact details,
 8. Documents may only be filed with the General Secretary or his delegated official during office hours being:

Days: Monday to Friday
Time: 08H00 to 16H30
excluding public holidays.
 9. For the purpose of calculating any period of time in terms of these rules:
 1. a day means a business day, and
 2. the first day is excluded and the last day is included, if the last day of any period falls on a Saturday, Sunday, Public Holiday or on a day during the next working day.
 10. The Chairperson shall upon receipt of the referral of a Dispute arrange for the Disciplinary Committee to stipulate the procedure to be followed by the party referring the Dispute and any other party affected by the Dispute, for purposes of getting the Dispute ready for hearing or adjudication by the Disciplinary Board.
 11. Disputes referred by MSSA to the Disciplinary Board will be heard within a reasonable time, subject to compliance with the requirements of these procedures or directives issued by the Disciplinary Board or Disciplinary Committee, with regard to the Dispute(s) resolution process.
 12. The Chairperson in consultation with the Disciplinary Committee shall determine the procedure to be followed in the hearing of any Dispute(s) to the extent not already provided for.
 13. The Disciplinary Committee shall be composed as follows:
 1. the Chairperson of MSSA's Disciplinary Board or another Member of the Disciplinary Board appointed to chair the proceedings;
 2. one or more Member(s) of MSSA's Disciplinary Board as shall be designated by the Chairperson of the Disciplinary Board;
 3. an independent external person if such person(s) participation is deemed necessary by MSSA's Board, to assist with the adjudication of a Dispute.
 14. The Disciplinary Committee after consultation with Chairperson shall notify the parties of the date, time and place of the hearing.
 15. A registered post that has been sent to a party's last-known domicile address or the address

- of that party's last-known representative will be deemed to be sufficient notice of the date, time and place of the hearing for the purposes of this rule.
16. A scheduled hearing may be postponed by:
 1. the Chairperson in consultation with the parties; or
 2. application, of a party who has given notice to the other and the Disciplinary Committee at least 6 (six) days prior to the hearing on notice to the other parties.
 3. The Chairperson must postpone a hearing without the parties appearing if:
 1. all the parties to the dispute agree in writing to the postponement; and
 2. the written agreement for the postponement is received by the Secretary at least 6 (six) working days prior to the scheduled date of the hearing.
 17. A party that does not agree to a postponement as contemplated in clause 15.1.2 may make written representations to the Chairperson at least 4(four) days before the scheduled date of the hearing.
 18. After due consideration of any written representations received, Chairperson must decide whether or not to grant a request for postponement and convey his decision in writing to the Board and all parties to the dispute.
 19. In the event that the Chairperson decides to grant the postponement as requested, the notice of postponement must be delivered to the Parties 2 (two) days before the date on which the Hearing was scheduled.
 1. The Notice of postponement must be in a prescribed format.
 2. If a party, bringing an application for a postponement to a dispute fails to comply with the time periods referred to in 15.1.2 above the hearing must take place on the scheduled date, unless the Chairperson on good cause shown grants a postponement and conveys his decision in writing to the Disciplinary Committee and all parties to the dispute.
 20. In any proceedings before the Committee, a party to the proceedings may at its own costs:
 1. appear in person; or
 2. be represented by a legal practitioner; or
 3. be represented by any member, office-bearer or official of MSSA.
 4. an "alleged offender" may be represented by any person of his choice or a legal practitioner at his or her own cost.
 21. Any document that a party must sign in terms of these rules may be signed by the party or by a person entitled, in terms these rules, to represent that party in the proceedings.
 22. If proceedings are jointly instituted or opposed by more than one person or Member(s) documents must be signed by an individual who is mandated by the Member or individual concerned, to sign documents. A name list in writing of the Members or individuals who have mandated the member to sign on their behalf must be attached to the Dispute Referral Form.
 23. The Disciplinary Board may decide on whether a Dispute has been properly referred and to be dealt with in terms of these procedures, if the Disciplinary Board decides that a Dispute has not been properly referred, it may decide not to hear such a Dispute or give direction as to with how such a dispute should be dealt.
 24. The Disciplinary Board may, decide, after considering the Dispute, whether to dismiss the Dispute if it is found to be frivolous or vexatious or does not set out a *prima facie* case.
 25. The Disciplinary Board may, in order to decide whether or not to dismiss the Dispute call for further information or affidavits from the referring party; and should the referring party fail to furnish such information, the Disciplinary Board may dismiss the Dispute.
 26. If the Dispute is dismissed the General Secretary must within 10 (ten) days after the dismissal of the Dispute inform the referring party of such a dismissal and the reasons for same.
 27. The Chairperson may contact the parties by telephone or other electronic means, prior to the commencement of the hearing, in order to seek to resolve the dispute.

28. The Chairperson has a discretion to decide on whether there is need for a pre- hearing, and form thereof, and if it is decided that the pre hearing is necessary then the secretary not later than 10 (ten) prior to the hearing days before the hearing notify the parties of the date, time and place for a pre-hearing meeting.
 1. The following must be dealt with at the pre hearing meeting:
 1. each party must provide admissions on certain issues;
 2. confirm that the referring party has exhausted internal remedies;
 3. any agreement which may be reached regarding the presentation of proof by means of an affidavit;
 4. any dispute regarding the duty to begin or the onus of proof;
 5. which documents or copies of documents will, without further proof,
 6. serve as evidence of what they purport to be;
 7. which extracts may be proved without proving the whole document or any other agreement regarding the proof of such documents; and
 8. settlement attempt by both parties.
29. After the pre-hearing meeting has been held the minutes or the written record of the meeting must be prepared and signed by or on behalf of every party;
30. the minutes must contain the date, place and duration of the conference and the names of the parties present.
 1. the minutes of the pre-trial meeting must be filed by the Secretary.
31. Subject to clause 12.2 above if the Dispute is not dismissed, the Chairperson must within a reasonable time after the pre-hearing, notify the Parties of the date of hearing.
 1. The Secretary must send a notice of set down of hearing to the Parties.
32. If either party fails to attend, or be represented, at any proceedings before the Disciplinary Committee, the Disciplinary Committee may dismiss the matter by issuing a ruling.
33. the Disciplinary Committee must be satisfied that the party had been properly notified of the date, time and venue of the proceedings, before making any decision in terms of sub rule 31. If a matter is dismissed, the Secretary must send a copy of the ruling to all the Parties.
34. The Disciplinary Committee may at any stage subpoena any person or body bound by the Constitution of MSSA and/or these rules, or the Constitution, to give evidence or produce any book, paper or document in the hearing.
35. The Committee may also issue a subpoena at the request of either party, where such request is made in terms of these rules. The requesting party must send a subpoena in a prescribed format together with a written motivation setting out why the evidence of the person to be subpoenaed is necessary.
36. A party requesting the Disciplinary Committee to issue a subpoena is liable for the reasonable witness fees as calculated by the Disciplinary Committee.
37. A request for a subpoena must be send to the Secretary at least (14) fourteen days before the hearing, or as directed by the Committee.
38. The Disciplinary Committee may refuse to issue a subpoena if:
 1. the requesting party does not establish why the evidence of the person is necessary;
 2. the party subpoenaed does not have a reasonable period in which to comply with the subpoena;
 3. the subpoena is not issued in accordance as prescribed format; or
 4. The Chairperson of the Disciplinary Committee is not satisfied that the party has made arrangements to pay the reasonable witness fees and the reasonable travel costs of the person subpoenaed.
39. A subpoena must be served on the witness (es) subpoenaed by the Secretary and/or the Messenger of the Court, by any person so, directed by the Secretary or the Disciplinary Committee at least (14) fourteen days before the date of the hearing or such earlier period as may be directed by the Chairperson;
 1. if so directed by the Secretary or the Disciplinary Committee, accompanied by

payment of the prescribed witness fees for one day and the witnesses' reasonable travel costs; and

2. The subpoena must be served by sending a registered mail, telefax at the witness domicile address or through the sheriff of the court.
40. A witness subpoenaed to attend a hearing of the Disciplinary Committee, who fails to attend or to remain in attendance at such hearing until excused by the Disciplinary Committee, shall be guilty of Misconduct.
41. If any witness, after being subpoenaed, present at the hearing is required to give evidence at such hearing and refuse to answer any question(s) put to him or her, or refuses or fails to produce any book, paper or document required to be produced by him or her, the Disciplinary Committee may in summary manner enquire into such refusal or failure, and unless the person refusing or failing has a just excuse for the refusal or failure, shall impose a fine not exceeding R 15 000,00 (fifteen thousand rands) over and above any sentence it deems appropriate in accordance with the Constitution and these rules.
42. No party other than the Referring party, its representative, the Respondent or called as a witness to appear before the Disciplinary Committee shall be entitled to attend a hearing, except with the permission of the Disciplinary Committee.
43. Any penalties, orders or awards imposed by the Disciplinary Committee shall become effective (30) thirty days when the internal remedies available to a party (ies) so sentenced have been exhausted, or when the prescribed time limit to exercise the next available internal remedy has lapsed.
44. Decisions, rulings or awards may be communicated by registered mail and shall be legally binding.
45. The Decision of the Disciplinary Committee is final and binding.
46. The Disciplinary Committee will conduct itself as an administrative tribunal which will be inquisitorial in nature.
47. If during the hearing of an enquiry the chairperson has for any reason to absent himself, the members present shall appoint one of their number to act as chairperson for the remainder of the hearing.
48. Provided that the quorum is maintained, proceedings at an enquiry will not be vitiated if any member of the Disciplinary Committee absents himself during the hearing, but once he has done so, he will not be permitted to return. Only those who have been present throughout the hearing of an enquiry may participate in the final decision.
49. In order to constitute a Disciplinary Committee for a hearing or consideration of a Dispute at least (3) three members must be present. However in the event that the hearing commences with (3) three members and one (1) Member does not seat through the proceedings to their completion, the decision of the remaining (2) two Members shall not be nullified.
 1. In circumstances:-
 1. involving resolution of a Dispute in relation to a sporting event taking place outside South Africa and which needs to be resolved during the course of such event; or
 2. other exceptional circumstances as determined by the decision of the Disciplinary Board, one Member of the Board may, initiate and/or constitute a quorum for purposes hearing of a Dispute.
50. Decisions are passed either by consensus or a simple majority of the members of the Disciplinary Committee present.
51. Decision passed by consensus of all members and signed by all the members shall constitute a decision for purposes of 50 above even when it is not passed in a meeting.
52. Decisions passed by votes must be in a meeting of the Disciplinary Committee.
53. Every member of the Disciplinary Committee present shall be entitled to vote.
54. The Disciplinary Board may appoint any independent person, with specific speciality, to sit in a hearing if that person may assist the process although that person cannot vote.
55. The Disciplinary Committee will apply the Constitution of the Republic of South Africa,

- Constitution of MSSA, Rules and Regulations of MSSA and the peremptory prescripts of the relevant International Federations to which MSSA is affiliated.
56. The Disciplinary Committee may adopt its own procedure (without deviating from these rules) with the minimum of legal formalities but complying with the principles of natural justice.
 57. The Disciplinary Committee must conduct its proceedings in a fair manner and efficiently with the minimum formalities in compliance with the rules of natural justice.
 58. Members of the Disciplinary Committee must decline to participate in any hearing where their participation will result in conflict of interest or will raise serious doubts regarding their impartiality. This applies in the following cases (among others) where: -
 1. the member(s) in question has a direct interest in the outcome of the matter;
 2. if he/she is associated with any of the parties;
 3. if he/she is the member of the party in respect of whom a Dispute arose; and
 4. if he/she has already dealt with the case under different circumstances.
 59. Members who decline to participate in a hearing on any of the above grounds or any other ground not listed herein shall notify the Chairperson immediately.
 60. Member(s) of the Disciplinary Committee or parties involved in a Dispute may also raise an objection to a member of the Disciplinary Committee that they believe to be biased or whose participation will result in conflict of interest or will raise serious doubts regarding their impartiality.
 61. The Chairman shall decide on any such claim of bias, provided that, if the objection is raised against the Chairman, the other Members shall decide on the bias.
 62. Proceedings that have involved someone whom the Chairman has ordered not to participate will be considered null and void.
 63. The members of the Disciplinary Committee shall ensure that everything disclosed to them during the course of their duty remains confidential (facts of the case, contents of the deliberations and decisions taken).
 64. Only the contents of those decisions already notified to the addressees may be made public.
 65. Upon hearing of a Dispute or implementing the Disciplinary Code the Disciplinary Committee shall have the powers to -
 1. warn or reprimand a party to a Dispute; and/or
 2. recommend a suspension of a Member and/or Registered Player; and/or
 3. recommend a fine to be imposed in respect of a Member and/or Registered Player; and/or
 4. recommend termination of membership of any registered Player or member;
 5. dismiss a complaint or dispute if it is vexatious, frivolous or does not set out a *prima facie* case or for any grounds as shall be appropriate in law; and/or
 6. make any appropriative order including an order that a party pay the costs the other party.
 66. For purposes of determining or deciding, or resolving a Dispute the Disciplinary Committee may also:-
 1. consult or seek further information evidence and/or expert evidence regarding the dispute from the complainant or any person or body, including the Respondent;
 2. seek legal or other advice or assistance from any person or body;
 3. order any Member or Registered Player to produce documents or information as may be relevant to the Dispute; and/or
 4. order any Member or Registered Player to appear in person in respect of a Dispute where such an individual's evidence may be relevant to the Dispute.
 67. The Committee may at any stage subpoena any person or body bound by the Constitution or the constitution of that member and these rules to appear before the Committee to, give evidence or produce any book, paper or document in the hearing.
 68. The decision or award of the Committee shall contain:-
 1. the composition of the Committee;

2. the names of the parties;
 3. a summary of the facts;
 4. the legal reasons for the decision;
 5. the terms of the decision; and
 6. be signed by the chairperson and secretary.
69. The Secretary must keep a record of –
1. any evidence given in the hearing;
 2. any sworn testimony given in any proceedings before the Committee;
 3. any award or ruling made by a Committee;
 4. any descending judgement(s) which are not part of the award.
70. The record may be kept by legible handwritten notes or by means of an electronic recording.
71. Any party may request a copy of the transcript of a record or a portion of a record, on payment of the reasonable costs of the transcription.
72. After the person who makes the transcript of the record has certified that it is correct, the record must be returned to the Secretary.
73. The transcript of a record certified as correct in terms of 72 above it is presumed to be correct, unless the Chairperson decides otherwise.

4.12.12.

Disciplinary Code

The Disciplinary Code is established to regulate the exercise of disciplinary proceedings by MSSA against a Member or individual falling under the jurisdiction of MSSA.

4.12.13

Notice of a Disciplinary Hearing

In cases where:-

1. charges are preferred by MSSA against a Member or Registered Player and such a party has been charged with any offence within the jurisdiction of the Committee:-
 1. MSSA shall cause to be delivered to such a party a Notice of disciplinary hearing in the prescribed format 15 (fifteen) days before the date of hearing.
 2. The Committee may, in certain circumstances, suspend or extend the delivery of a Notice of disciplinary hearing for a reasonable time. The Notice of disciplinary hearing shall be signed by MSSA.
 3. The Notice of disciplinary hearing shall be in a prescribed format.
 4. Where charges are brought by MSSA against a Member, they shall be initiated by the notice of a disciplinary hearing and formulated by way of a charge sheet which shall:-
 1. contain a concise summary of the facts;
 2. set out concisely the charge(s) preferred against such a party; and
 3. set out a possible sanction that may be imposed flowing from such charge(s).
2. When a charge is proved to the satisfaction of the Committee the following sanctions may be imposed:
 1. warn or reprimand; and/or
 2. recommend a suspension of a Member; and/or
 3. recommend a fine to be imposed in respect of a Member; and/or
 4. recommend termination of membership of any individual affiliated through their respective member;
 5. dismiss a complaint or dispute if it is vexatious, frivolous or does not set out a *prima facie* case or for any grounds as shall be appropriate in law; and/or
 6. make any appropriate order.
3. The ordinary procedure as outlined hereunder shall be applicable in cases where the Committee institutes a charge(s), against a Member or Registered Player, wherever they may be at any time engaging in activities under the jurisdiction of MSSA, relating to the following :

1. the alleged infringement of the Constitution, the rules, Regulations, directives, or resolution of MSSA;
 2. any act of misconduct;
 3. improper practices;
 4. misdemeanor;
 5. acts of defiance; and/or
 6. generally bringing sport or MSSA into disrepute.
4. The onus of proving the charge shall lie with MSSA, which must prove the charge on a preponderance of probabilities.
 5. The Committee shall, subject to this Rules have the power to delegate and/or elect one or more of its member(s) to initiate and/or conduct disciplinary proceedings against a Member and/or Registered Player.
 6. Appoint a *pro-forma* prosecutor and/or nominee to represent MSSA in all disciplinary hearings before the Committee
 7. All the parties to the disciplinary proceedings shall be notified by Secretary of the date, time and place of the hearing.
 8. The charge sheet shall be dispatched within reasonable (at the discretion of the Chairperson before the date of the hearing and shall be on the prescribed format.
 9. No party other than a party summoned or called as a witness to appear before the disciplinary Committee shall be entitled to attend a hearing except with permission of the Committee.
 10. The *pro-forma* prosecutor conducting the prosecution may:
 1. Before the accused pleads guilty to a charge, withdraw the charge, in which event the accused shall not be entitled to a verdict of acquittal in respect of that charge; and
 2. at any time before the accused pleads to a charge at any time after an accused has pleaded to a charge, but before conviction, stop the prosecution in respect of that charge, in which event the Committee will acquit the accused in respect of that charge(s).
 11. The *pro-forma* prosecutor conducting a prosecution shall:
 1. read out the charge sheet addressed to the accused and the accused will then be asked by the Chairperson of the Committee to plead "guilty" or "not guilty" to the charges;
 2. a plea by the accused that he has already been convicted or acquitted of the offence with which he is being charged may be pleaded together with a plea of "not guilty";
 12. Where the accused pleads guilty:
 1. the Committee shall, if satisfied that the accused is guilty of the offence to which he has pleaded "guilty", convict the accused on the accused's plea of "guilty". Nothing in this rule will prevent the *pro-forma* prosecutor from presenting evidence on any aspect of the charge, for the purposes of determining an appropriate sentence.
 13. Where the accused pleads not guilty:
 1. the Committee may, in its discretion, enquire from the accused whether he wishes to make a statement indicating the basis of his defence;
 2. where the accused elects not to make a statement or does so, and it is not clear from the statement to what extent the accused denies or admits the issues raised by his plea, the Committee may question the accused in order to establish which allegations in the charge are in dispute. The Committee may in its discretion, put any question to the accused to clarify any matter raised under this provision, and will enquire from the accused whether an allegation which is not placed in issue by the plea of "not guilty" may be recorded as an admission by the accused of the allegation, and if the accused so consents, such admission will be recorded and will be sufficient proof of such fact.

14. The accused may then call witness(es) to each of whom questions may be put by the accused, in which event they may be cross examined by the accused, the *pro forma* prosecutor and the Committee.
15. At any time the Chairperson and through him, members of the Committee may question witnesses giving evidence on behalf of MSSA.
16. The *pro forma* prosecutor may then call other witnesses in support of the charge/s.
17. The accused will have the right to ask questions of such other witnesses. Such other witnesses may also be questioned by the *pro forma* prosecutor and members of the Committee.
18. At the conclusion of such evidence, the prosecution's case will be closed.
19. The Accused shall have the right to apply for a discharge on the basis that *no prima facie* case has been made out by the *pro-forma* prosecutor.
20. The accused may then give evidence on his own behalf and in such event he may be cross examined by the *pro-forma* prosecutor and the Committee.
21. At the conclusion of such evidence the accused's case will be closed.
22. The disciplinary Committee may if it thinks it is desirable, or on application by *pro forma* prosecutor, or the accused, allow further evidence to be led by either the *pro-forma* prosecutor or the accused, or by both, after their cases are already closed.
23. "Hearsay" evidence as well television and video recordings may be allowed to be used by any party to the proceedings with permission of the Chairperson.
24. No evidence on any previous misconduct of the accused will be admitted, unless, it's an element of the current charge or relevant to it the accused will have put his character in issue.
25. After all evidence has been led, the *pro-forma* prosecutor will be allowed to address the Committee on the evidence and the legal position, and this will be allowed irrespective of whether the accused has led evidence or not.
26. Thereafter, the accused will likewise be allowed to address the Committee. The *pro-forma* prosecutor may reply on any question, which the accused has raised in his address.
27. Upon the conclusion of the case, the Commission will deliberate thereon.
28. Once a decision has been reached the Chairman will notify the parties of the verdict.
29. If the accused is found "not guilty" the proceeding will be declared closed.
30. If the accused is found "guilty" or the accused has pleaded "guilty", the *pro-forma* prosecutor will be entitled to address the Committee regarding a suitable sentence to be imposed and the accused will be entitled to address the Committee in mitigation of sentence.
31. Thereupon, the Commission will deliberate upon the most suitable sentence to be imposed.

4.13. SELECTION COMMITTEE

- a. The chairperson of such committee shall be the Executive Officer assigned to oversee the National Team Managers and assign duties to such.
- b. Four (4) Selectors be elected at the National Convention.
- c. Should there be a vacant position, for whatever the reason, the Management Board may co-opt a person to fill such vacancy.
- d. The period of office of any selector shall not exceed two years, but may be renewed upon election or co-option.
- e. Should a Selection Committee not be selected for any reason, the Management Board shall fulfill the functions of such committee.
- f. The Team Manager shall sit with the Selection Committee when choosing the team.
- g. Rules pertaining to Standing Committees (Schedule 4 of the General Regulations) shall apply where otherwise not specified within Schedule 4.12.
- h. When selecting a team, the selectors shall also give an indication of how they expect that team to perform. It is expected that the selectors shall be honest when giving this indication and not give unjustifiably high targets. The aim shall always been on future improvement.
- i. The Management Board shall review the Selection Committee's performance within 30 days after

- every World Championships, and have the authority to recommend to the Executive Committee to remove, and replace, any/all of the Selectors should the teams not have performed according to the expectations the selectors stated beforehand.
- j. Selectors shall have the authority to remove players from any team under their jurisdiction, who, in their opinion, do not train sufficiently, perform well, or are disruptive to the team subject to the right of the affected player(s) to make representations to the selectors, with the right to appeal to the Management Board, before they are removed.
 - k. Up to half of the Selectors need not be affiliated to a member club.
 - l. All Selector's shall be suitably qualified for the role, which shall include, but not be limited to: previous experience as a selector, previous international experience as a player or involvement with competitive gaming, the emphasis always being on knowledge of the level of competition required at international level.
 - m. No person already holding office in MSSA may be elected or co-opted as a Selector.
 - n. Any Selector who is elected to any office in MSSA must immediately resign as a Selector, and the Management Board shall as soon as possible co-opt a Selector to complete such Selector's term.
 - o. The Team Manager shall be consulted by the Selection Committee when selecting the team. During a tournament (if this includes travel out of the country this means from the moment of departure) the Team Manager shall act in place of the Selection Committee, except when it involves selecting a replacement player.
 - p. The Team Manager shall report to the Selection Committee within a month after every tournament or competition.
 - q. The Selection Committee shall submit a report to MANCOM, which shall include the Team Manager's report.

Schedule 5, *AD HOC* COMMITTEES

- 5.1 *Ad hoc* committees shall be formed from time-to-time by either Council, the Executive or Management Board.
- 5.2 Such committees may only deal with their terms of reference.
- 5.3 Such committee shall not exist longer than its mandate.
- 5.4 Such committee shall consist of a chairperson and four other members.
- 5.5 The procedures of such committee shall be set by the Committee that calls such *Ad hoc* Committee into being.

Schedule 6, AFFILIATION

- 6.1 MSSA shall be affiliated to the FEDERATION MONDIALE DU JEU DE DAMES (FMJD).
- 6.2 MSSA shall be affiliated to the South African Sports Confederation and Olympic Committee (SASCOC).
- 6.3 MSSA shall be affiliated to the INTERNATIONAL WARGAMES FEDERATION (IWF).
- 6.4 MSSA shall be affiliated to the INTERNATIONAL eSPORTS FEDERATION (IeSF).
- 6.5 MSSA shall be affiliated to the INTERNATIONAL eSPORTS for the DISABLED FEDERATION (IeDF).
- 6.6 MSSA shall be affiliated to the INTERNATIONAL DRAUGHTS FEDERATION (IDF).
- 6.7 MSSA shall be affiliated to the CONFEDERATION OF AFRICAN ESPORTS (CAeS).
- 6.8 MSSA shall be affiliated to the GLOBAL ESPORTS FEDERATION (GEF).

Schedule 7, AFFIRMATIVE ACTION

- 7.1 All clubs shall have placed membership at MSSA's direction provided that the club might have the right of appeal to demonstrate reasonable grounds to refuse members.

Schedule 8, REGISTRATION FEES

- 8.1 Registration fees shall be charged with effect from 1 November of each year.
- 8.2 Registration fees shall be increased *pro-rata* every new financial year in the Consumer Price Index (all sectors) Witwatersrand, provided that such increase shall not exceed 15% of the applicable subscription without the approval of the Members in a general meeting.

Schedule 9, REGISTRATION FORM

- 9.1 The Registration Form shall state the following:
- a. In regard to any event falling under the jurisdiction of MSSA, I undertake to conform to, and be bound by the Constitution, Rules and Regulations of MIND SPORTS SOUTH AFRICA.

Schedule 10, CHAMPIONSHIPS

10.1 CALENDAR OF EVENTS

- a. The Calendar of events for Provincial and National Championships for any year must be finalised as far as possible by the end of August prior to such year.
- b. The Management Board may include new events, should the following notification been given:
 - i. Regional Championships: 21 days notice.
 - ii. Provincial Championships: 2 months notice.
 - iii. National Championships: 2 months notice.
 - iv. Online Championships: 21 days notice.
- c. The Management Board must ensure that due and proper notice has been given of any new event.
- d. Should the date of a Provincial event need to be changed, the following procedure needs to be followed:
 - i. The Provincial Director must apply in writing to the Executive Officer in charge of events
 - ii. Where a Provincial Director does not exist
 - ii. Once approval has been given by the Vice-President in charge of events, the Provincial Director shall ensure that all legislative requirements are complied with.
 - iii. The Provincial Director shall give 45 days notice of the new date and venue.
 - iv. The Management Board shall give at least 21 days notice to all members.

10.2 ENTRY

- a. Members enter their players to Provincial or National Championships, in a specific period and category, as they see fit.
- b. Entries will not be accepted from players, players shall be entered by the clubs to which they are affiliated, and that,
 - i. Players entered may only represent the club for which they are first claim members, and
 - ii. Notwithstanding Regulation 10.2.b.i, a Registered Player playing for a private club may be entered by a tertiary institution club in an event exclusively for tertiary institutions should such Registered Player be fully registered at such institution as a student and upon such institution's terms, or
 - iii. Notwithstanding Regulation 10.2.b.i, a Registered Player playing for a private club may be entered by a school club in an event exclusively for schools should such Registered Player be fully registered at such school as a learner and upon such school's terms.
- c. Club committees shall be responsible for entering their own members and ensuring that they are of a sufficiently high standard.
- d. Entries shall be entered on the prescribed form together with payment for the stipulated entry fees.
- e. Players from other countries who are registered with any of the International Federations to which MSSA is affiliated may enter any of MSSA's championships.
- f. The entry fee for all championships shall increase by the CPI (all sectors) per annum.
- g. The entry fee for National Team Trials shall increase by the CPI (all sectors) per annum.
- h. Entry fees are refundable if the event does not take place.
- i. Expenses incurred in holding the championship shall not be deducted before refunds.
- j. Entry fees for Disciplines not currently provided for, shall be set by the Executive, upon recommendation by the Board of Control.

10.3 CLUB TROPHY

- a. The Executive Committee will complete the Claim Forms based on information provided by the member.
- b. Points

For each player registered to MSSA	1 point
For each player registering to the MSSA the first time	10 points

Bonus for each member that experiences a 20% growth of membership	20 points
For each member that has its own web-page	100 points
For each A4 page of a newsletter	5 points
For each demonstration day held	50 points
For each club championship held	30 points
For each article published in:	
Vanguard/ MSSA blog page	5 points
Newspapers	20 points
Glossy page magazines	80 points
For each advert advertising an event in print, radio or television	12 points
For each name and address taken of individuals and submitted to MSSA	½ point
For each member that a registered has in a national team	20 points
For each member that a registered player in a provincial team	10 points
For each member that a registered player in a regional team	5 points
For the final position of every player/team who participates in the Nationals championships (the score for team events shall be multiplied by the number of the team members).	(inverse points)
For the final position of every player/team who participates in a Regional Championships and/or school championships (the score for team events shall be multiplied by the number of the team members).	(½ inverse points)
For each member that participates in an official league	50 points
For each official provincial or national championships hosted by a member	100 points
For each official provincial or regional championships hosted by a member	20 points
For winning a BATTLE HONOURS/LADDER game	20 points
For drawing a BATTLE HONOURS/LADDER game	15 points
For losing a BATTLE HONOURS/LADDER game	10 points
For each meeting attended by a club	10 points

10.4 CODE OF CONDUCT FOR PLAYERS

- a. All players shall play the person as instructed to do so by the umpire.
- b. All players shall obey the umpire and accept his rulings, and consider them to be final.
- c. Bad language shall not be accepted.
- d. No player shall be allowed to use unpainted figures.
- e. This code shall apply to all of MSSA's events.
- f. The Code of Conduct as issued by the S A Sports Commission shall apply.

10.5 DORIAN LOVE TROPHY

- a. To award a certificate at the end of each and every provincial, and national championship to the player who demonstrates the best sportsmanship, hereafter known as the "Sportsmanship award".
- b. That the umpire/s make such award.
- c. That only players who have received the Sportsmanship Award are eligible for the Dorian Love Trophy.
- d. That the Selection Committee select the recipient of the Dorian Love Trophy from the players who have won the award at championship level.

10.6 INTER-PROVINCIAL AND INTER-REGIONAL TEST MATCHES

- a. All requests for Inter-Provincial or Inter-Regional Test Matches shall be directed to the Management Board by the Provincial or Regional Directors concerned.
- b. Provincial Teams can only play against other Provincial Teams.
- c. Regional Teams can only play against other Regional Teams.
- d. The Selectors shall choose the teams for the different provinces/regions upon such Director's recommendations.
- e. The Provincial Director of the Province shall be the Manager of such Provincial Team.

- f. The Regional Director of the Region shall be the Manager of such Regional Team.
- g. The Director of the host team shall provide the venue.
- h. Such test matches may be played online. When played online, the teams of such provinces/regions shall be in the same venue.
- i. Teams shall consist of Registered Players.
- j. MSSA Management Board requires all applications to be submitted 45 days in advance.
- k. A test match may be incorporated into an existing National or Provincial Championships – for Provincial Teams, and into Regional Championships for Regional Teams with consent of the Management Board.

10.7 CHAMPIONSHIPS

- a. World Championship rulings shall be used if available.
- b. The Executive shall set the dates for all championships.
- c. New players, that is, players who have not been registered with MSSA before, or players who have not registered during the year in which the event was will be deemed to have been informed timeously.

10.8 UMPIRES

- a. An Executive Officer shall have the portfolio of ensuring the effective management of the Umpires Committee. Should an Umpires Committee not be elected, for whatever reason, such Executive Officer shall be deemed to be the Umpires Committee.
- b. The Executive Officer charged with the Umpires portfolio shall chair the Umpires Committee
- c. Rules pertaining to Standing Committees (Schedule 4 of the General Regulations) shall apply where otherwise not specified within Schedule 10.8.
- d. Duties of the Umpire Committee are as follows:
 - i. To produce a list of umpires for all official MSSA events 30 days after the selection of a national team for the next 12 months. In the event of a team not chosen the list must be produced by 1 March of each year.
 - ii. To ensure that all umpires are properly trained and certified.
 - iii. To maintain records of all certified umpires.
 - iv. To ensure that the rules re competition penalties are enforced.
 - v. To review all Umpire's reports within 14 days or before the next event, whichever is soonest.
 - vi. To issue confirmation of penalties imposed by the Umpire, and penalties imposed by the Umpires Committee, to member clubs and associations concerned before the next MSSA championship held.
 - vii. To liaise with international federations to which MSSA is affiliated apropos all umpiring matters.
 - viii. To advise newly affiliated clubs official rule interpretations and amendments within 21 days of such club affiliating.
 - ix. To communicate changes in official rule interpretations and official amendments to member clubs within 21 days of such official rule interpretations and official amendments being adopted.
 - x. To handle queries regarding rule interpretations to member clubs. Answers to such queries from the committee shall not be considered as amendments or additions to official rule interpretations and are for guidance only.
 - xi. To send certified umpires amendments to guidelines for umpires.
- e. Certification of Umpires
 - i. Umpires must be certified in the following categories:
 - a. Provincial Umpire - May umpire at club championships and/or at provincial championships only.
 - b. National Umpire - May umpire at club championships, provincial championships, and/or at National championships only.
 - ii. It is the duty of the player to complete the official certification course.

- a. This must be completed prior to the player umpiring their first tournament.
- b. Certification lasts for three years after which the player must complete a refresh course.
- iii. Until an official certification course is in place it is deemed that the following players are fully certified to act as Junior Umpires:

	Club, Regional, or Provincial Tournament	National Tournament
Senior/Junior National Colours and Umpired before	Yes	Yes
Senior/Junior National Colours and has not umpired before	Yes	No
Senior/Junior Provincial Colours	Yes	No

- a. An umpire may be utilised for an event in a lower category.
- b. Senior umpires must be at least 18 years of age.
- c. Umpires must have played in a provincial or national tournament in the past or current calendar year.
- d. To maintain a list of players certified, which shall be circulated to all members before the end of January of each year.
- f. Kit used by Umpires
 - i. Umpires shall wear the following:
 - a. Regional Umpire - Orange polo shirt with the Badge being the double headed knight with the circle surround.
 - b. Provincial Umpire - Orange polo shirt with the Badge being the double headed knight with the circle surround.
 - c. National Umpire - Orange polo shirt with the Badge being the double headed knight with the circle surround.
- g. Responsibilities, Duties and Rights of umpires
Details of these are covered in the document “Umpires Guidelines” which shall be maintained by the Umpire’s Committee.
- h. Penalties
 - I. Any player who is eligible to umpire within the twelve months prior to team selection, and has not done so, shall not be eligible for national or provincial colours unless;
 - a. The player concerned has only been eligible for umpiring duties for at most three months before selection.
 - b. The player has been excused in writing by the Executive Officer (Umpires) on the basis of a legitimate medical or financial reason.
 - c. The player has not been informed, by the Umpires Committee, of which event he/she is to umpire.
 - d. Any player who is eligible to umpire within the twelve months prior to participation in any international event, and has not done so, shall not be granted permission to participate.
 - e. An Umpire who fails to report for duty, and/or leaves their post without permission shall be subject to a R500.00 fine, and if such Umpire is also an office-bearer such Umpire shall also be suspended for a one-year period, unless:
 - i. A player is on maternity leave, or
 - ii. A player is on paternity leave, or
 - iii. A player is on compassionate leave, or
 - iv. A player is unable to obtain leave from his/her employer, or

- v. An Umpire has a valid medical reason reason and has submitted a vali, or
 - vi. The player is a minor and has not received doctor's certificate supporting such,
- II. Players who do not umpire in the event in which the Umpire's Committee has requested such players to umpire, may not then participate in such event as a player.

10.9 TYPES OF MEDALS

- a. To award medals as follows:

Event	Size of medal
S A National Championships	60mm
Provincial Premier Event	50mm
All Handicap and Regional Championships	38mm
One-day figure gaming championship	Tudor Rose
Under 24	Tudor Rose
High Schools	Tudor Rose
Primary Schools	Tudor Rose

- b. The ribbon colours for the medals shall be:

Event	Colour of Ribbon
S A National Championships	S A Flag (where possible) or bottle green
S A Schools	S A Flag (where possible) or bottle green
Others	Navy blue.

10.10 S A SCHOOL CHAMPIONSHIPS

- a. Entry to scholars shall be open to all individuals who are currently registered as scholars.
- b. Entry fees shall be charged at half the price of the SA National Championships.
- c. The championships shall be played to any accredited period.
- d. The championships shall be rotated among clubs that have at least 30% of its membership, which as been determined in order of acceptance into membership.

10.11 PROVINCIAL SCHOOL CHAMPIONSHIPS

- a. Entry to scholars shall be open to all individuals who are currently registered as learners.
- b. Entry fees shall be charged at half the price of the SA National Championships.
- c. The championships shall be played to any accredited period.
- d. The championships shall be rotated among clubs that have at least 30% of its membership, which has been determined in order of acceptance into membership being:
- e. Any new club, which qualifies to be included, shall be included on the list in order of acceptance of membership.

10.12 HOSTING OF MSSA CHAMPIONSHIPS

10.12.1 NATIONAL CHAMPIONSHIPS

- a. National Championships may be held online and/or face-to-face.
- b. Members within such province may offer to host, through a bid, any such face-to-face

- championship.
- c. The decision to which club the hosting of such event is awarded shall be made by the Management Board.
- d. The host club shall submit a bid to offer.
- e. Only upon such bid to offer shall the Management Board consider such offer.
- f. The Management Board may decide to host such championship itself. Should such decision be made and bids have been received, the Management Board shall advise all members of the reasons therefore.
- g. Every effort shall be made by the host to hold such championship in a venue that is easily accessible to both Players and members of the public.
- h. Should a member wish to host such a championship in a municipality that is not defined as a city, then the following rules apply:
 - i. The member may host such championship if there are at least three (3) clubs in such municipality, or
 - ii. The member may host such championship if at least three (3) clubs submit their entries together with such bid.

10.12.2 PROVINCIAL CHAMPIONSHIPS

- a. Provincial Championships may be held online and/or face-to-face.
- b. Members within such province may offer to host, through a bid, any such face-to-face championship.
- b. The decision to which club the hosting of such event is awarded shall be made by the Management Board.
- c. The host club shall submit a bid to offer.
- d. Only upon such bid to offer shall the Management Board consider such offer.
- e. The Management Board may decide to host such championship itself. Should such decision be made and bids have been received, the Management Board shall advise all members of the reasons therefore.
- f. Every effort shall be made by the host to hold such championship in a venue that is easily accessible to both Players and members of the public.
- g. Should a member wish to host such a championship in a municipality that is not defined as a city, then the following rules apply:
 - i. The member may host such championship if there are at least three (3) clubs in such municipality, or
 - ii. The member may host such championship if at least three (3) clubs submit their entries together with such bid.

10.12.3 HOSTING OF REGIONAL EVENTS

- a. Members within a region may offer to host, through a bid, any such championship at least 90 days prior to the event.
- b. The decision to which club the hosting of such event is awarded shall be made by the Management Board.
- c. Only upon such bid to offer shall the Management Board consider such offer.
- d. The Management Board may decide to host such championship itself. Should such decision be made and bids have been received, the Management Board shall advise all members of the reasons therefore.
- e. Every effort shall be made by the host to hold such championship in a venue that is easily accessible to both Players and members of the public.
- f. A Regional Championship may be played to any periods currently offered at a Provincial Championship or approved of by the Management Board.
- g. The different periods may be held at separate times and venues from other periods.
- h. Only Regional Championship for each period shall be held in any one season.
- i. Any person may enter, however only fully-paid-up Registered Players may qualify for National Team Trials in such event. Non registered Players shall be charged a surcharge, which shall be decided upon by the Management Board from time-to-time, and shall be remitted to MSSA by the host club within 5 days of such championship.

- j. The host club acknowledges that the event/s is/are wholly owned by the MSSA and all rules are complied with.
- k. The host club shall set the entrance fee. Such fee shall be included in the bid.
- l. The host club shall supply suitable and qualified umpires.
- m. The host club shall purchase the medals from MSSA. MSSA shall price the medals at cost + 20% and postage.
- n. The host club shall be responsible for the venue and all other costs relating thereto.
- o. The club shall keep the net profit for the event.
- p. The club must submit all results to MSSA within 48 hours.
- q. The club must send a statement of account to MSSA within 30 days to the Executive Officer in charge of events.
- r. No results may be posted on any site until MSSA has announced the results.
- s. The MANCOM shall invite the player who finished in first place, if a Registered Player, to attend the National Team Trials if the event has met with all the criteria.
- t. The results may be vitiated by the Executive Officer in charge of umpiring if any of the above are not complied with.

10.12.4 HOSTING OF A DERBY

- a. Members may offer to host, through a bid, any such championship at least 45 days prior to the event.
- b. Only upon such bid to offer shall the Management Board consider such offer.
- c. The Management Board may decide to host such type of championship itself.
- d. Every effort shall be made by the host to hold such championship in a venue that is easily accessible to both Players and members of the public.
- e. A Derby may be held online or as a face-to-face event.
- f. A Derby may be played to any periods currently offered at a Provincial Championship or approved of by the Management Board.
- g. The different periods may be held at separate times and venues from other periods.
- h. Av Derby must have at least three different clubs affiliated to MSSA participate.
- i. Only fully-paid-up Registered Players may participate in such event.
- j. The host club acknowledges that the event/s is/are wholly owned by the MSSA and all rules are complied with.
- k. The host club shall set the entrance fee. Such fee shall be included in the bid.
- l. The host club shall supply suitable and qualified umpires.
- m. The host club may purchase medals from MSSA, or provide its own. MSSA shall price its medals at cost + 20% and postage.
- n. The host club shall be responsible for the venue and all other costs relating thereto.
- o. The club shall keep the net profit for the event.
- p. The club must submit all results to MSSA within 48 hours.
- q. A Derby shall have the same recognition as a Regional Championship.
- r. No results may be posted on any site until MSSA has announced the results.
- s. The MANCOM shall invite the player who finished in first place, if a Registered Player, to attend the National Team Trials if the event has met with all the criteria.
- t. The results may be vitiated by the Executive Officer in charge of umpiring if any of the above are not complied with.

10.13 COACHES

- 10.13.1 An Executive Officer shall have the portfolio of ensuring the effective management of the Coaches Committee as an additional duty. Should a Coaches Committee not be elected, for whatever reason, such Executive Officer shall be deemed to be the Coaches Committee.
 - a. The Executive Officer charged with the Coaches portfolio shall chair the Coaches Committee
 - b. Rules pertaining to Standing Committees (Schedule 4 of the General Regulations) shall apply where otherwise not specified within Schedule 10.13.

- c. Duties of the Coaches Committee are as follows:
 - i. To produce a list of all accredited Coaches.
 - ii. To ensure that all Coaches are properly trained and certified.
 - iii. To maintain records of all certified Coaches.
 - iv. To ensure that the byelaws apropos Coaches are enforced.
 - v. To liaise with international federations to which MSSA is affiliated apropos all Coaches matters.
 - vi. To send certified Coaches amendments to guidelines for Coaches.
- d. Certification of Umpires
To be an accredited Coach, coaches must be certified in the following categories within 8 months of the courses becoming available::
 - i. Level I
 - ii. Level II
 - iii. Level III
- e. Only Registered Players shall be allowed to complete the official certification course.
- f. No Registered Player may coach without being accredited.
- g. Certification lasts for three years after which the player must complete a refresher course.
- h. Kit used by MSSA Coaches
 - i. Coaches shall wear the following:
 - I. Regional Team Coach - White polo shirt with the Badge being the double headed knight with the circle surround in red.
 - II. Provincial Team Coach - White polo shirt with the Badge being the double headed knight with the circle surround in black.
 - III. National Team Coach - White polo shirt with the Badge being the double headed knight with the circle surround in green.
- i. Penalties
 - a. Any player who coaches for payment without being properly accredited shall not be allowed to attend any MSSA events for a full calendar year.
 - b. A school that employs an unaccredited coach, or that allows an unaccredited coach train/coach at school level for payment without being properly accredited shall be liable for a fine of R2,000.00 and shall not be allowed to attend any MSSA events for a full calendar year.

Schedule 11, PROVINCIAL DIRECTORS

- 11.1 Should any Provincial Director not be elected, the Chairperson of the member with the most registered players at the time of the AGM shall act as the Provincial Director of such Province.
- 11.2 Should MSSA not have a fully-paid-up member in such Province, then the Management Board shall elect one of its members to temporarily hold the position.
- 11.3 To penalise any Provincial Directors concerned with effect from 1 January 2004, Provincial Directors shall be penalised as follows should proper procedure not be followed in changing the date of an event;
- 11.4 The Provincial Directors shall be responsible for the costs of the championship incurred by MSSA, and
- 11.5 The Provincial Director shall not be entitled to hold any other office in MSSA except if such Provincial Director has been appointed as such in terms of point 11.1 or point 11.2 above.
- 11.6 Provincial Directors shall consult with all member clubs within their province concerning any changes made to the Calendar of Events and the hosting of such.

Schedule 12, TEAMS

12.1 NATIONAL TEAM SELECTION

- 1. The National Squad Selection Date for every year shall be announced on MSSA's annual calendar of events after every Annual General Meeting and shall be at least 30 days before the event.
- 2. Selection shall only be held in periods/genres that are currently being played at a MSSA Provincial or National Championships, if such period is played in at least 30% of the Provinces.
- 3. To be eligible for selection a player shall;
 - i. If being of the age of majority and have received Protea and/or, National Federation, and/or

- Provincial Colours in the previous year, shall have successfully completed an Umpires' Course (if such course was held in the province in which such player resides after the date of being awarded such colours), and
- ii. Have been awarded Protea and/or National Federation Colours in the previous year, or
 - iii. Have participated in at least 3 MSSA events where such player shall have in at least 2 of these 3 events;
 - a. Have won a Regional Championship in such period/genre, or
 - b. Have finished in the top 20% or top three places, whichever is greater, at any official Provincial Championships for such period/genre, or
 - c. Have finished in the top 20% or top three places, whichever is greater, at the SA School National Championships for such period/genre.
 - d. Be fully-paid-up members of an affiliated *Member*, and
 - e. Be ranked in the top ten of the Ladder for such period/genre.
4. Only players who have participated in MSSA's SA National Championships and who meet the above criteria as stated in Schedule 12.1.3 (above) shall be considered for selection, unless any of the following apply:
- i. A player is on maternity leave, or
 - ii. A player is on paternity leave, or
 - iii. A player is on compassionate leave, or
 - iv. A player is unable to obtain leave from his/her employer, or
 - v. A player has valid financial reasons for not attending (being on holiday and thus not being able to afford to attend, does not count as a valid financial reason), or
 - vi. The player is a minor and has not received parental permission to attend, or
 - vii. Be in their first year of registration.
5. Should a player meet the requirements of any of the criteria as stated in Schedule 12.1.3 (as above), such player may still be considered for selection if such player has won, or is part of a team that has won, all of his/her games at a Provincial Championship that has been held in a physical venue.
6. Players making themselves eligible for selection, shall submit copies of their valid Passports with their other documentation to the National Team Manager upon meeting the above criteria for selection.
7. Should entry fees be required, such entry fees shall be paid by the date of entry.
8. Players, who are minors, making themselves eligible for selection, shall submit copies of their valid Passports and any other documentation as required with their other documentation to the National Team Manager upon meeting the above criteria for selection.

12.2 NATIONAL TEAM

1. The Selectors shall select a National Squad in terms of the bye-laws as produced by each Board of Control.
2. The team, per event, shall be drawn from the National Squad.
3. The team selected for any period/genre, per event, shall consist of as many players are required for the event as required by the International Federation so concerned.
4. National Team Members shall acknowledge that they have read the conditions applicable to the National Team of MIND SPORTS SOUTH AFRICA (MSSA), and agree to abide by them.
5. National Team Members shall acknowledge that if they are selected as a member of a team for an event, shall confirm that they are available for such event before being announced that they are part of such team.
6. National Team Members shall acknowledge that if they are selected as a member of a team, they shall abide by MSSA 's dress code, and the Code of Conduct.
7. National Squad Members may be requested to play other games, competitions, and/or attend demonstrations, from time-to-time.

8. Unless otherwise specified, National Team Members shall accept that they shall be liable for any and all costs incurred in attending such events for which they have been selected.
9. National Squad Members shall acknowledge that they shall remain a member of the squad until:
 - i. Selection of a new squad, or
 - ii. The passing of a twelve (12) month period, whichever is soonest, or
 - iii. Dismissed from the squad, or
 - iv. The player resigns from the squad, or
 - v. Such player is no longer a fully-paid-up Registered Player.
10. National Squad Members shall acknowledge that they may not be a member of a rival body to MSSA. Should any such rival body claim that they are a member of such rival body, it shall be the National Squad Member's duty to deny, at his/her own cost and in the same forum, such allegations, failing which the National Team Members shall be dismissed immediately from the National Team.
11. In the event that the National Team Member is unable to meet such commitments for any reason, the National Team Members shall acknowledge that he/she shall be responsible for the net costs of any player selected as a replacement. Such costs may be waived at the discretion of MSSA 's Executive Committee.
12. National Team Members shall agree that Mind Sports South Africa shall not be liable in any circumstances for any death, injury, loss or damage of any kind whatsoever arising directly or indirectly from any act or omission (whether negligent or otherwise) by any person whatsoever, connected with membership of the team, travel to and from the event, participation at the event, or any disciplinary action taken by Mind Sports South Africa.
13. Mind Sports South Africa shall mean:
 - i Mind Sports South Africa, its members, Executive, and Management Board, and
 - ii Officials, coaches, medical practitioners, sports scientist, therapists, and other members of the team, and
 - iii Any independent contractor or volunteer providing services to Mind Sports South Africa.
14. Should a contract be in place, the National Team Members shall confirm that they have consulted with independent legal counsel before signing the contract.

12.3 AWARD OF PROTEA COLOURS

1. Protea Colours shall only be awarded in compliance with any such rules for the award of such colours.
2. The Management Board shall only award Protea Colours if such period/genre is played in the S A National Championships.
3. Should a period/genre not meet the above requirements, then the Management Board may then award National Federation Colours.
4. Only the very best of those eligible shall be awarded Protea Colours. To represent South Africa country is a singular honour reserved for a selected few.
5. At all times however, and without exception this honour shall only bestowed on him or her that competed fairly. Under no circumstances ever must such a victory or for that matter the mere participation in an event, be enhanced due to unfair methods being employed - be it by cheating, by unsportsmanlike behaviour, or worse, by employing methods (like doping) to enhance one's performance, thus providing an unfair advantage over fellow competitors.

Schedule 13, RULE INTERPRETATIONS AND AMENDMENTS

- 13.1 Board of Control shall control the number of amendments to rule sets and shall notify all clubs timeously, after having submitted such amendments to the Executive Committee.

Schedule 14, RULES USED

- 14.1 The Rules to be used at any National, Provincial, or Regional Championship, for Board Games shall be those published by the International Federation in charge of that period.
- 14.2 The Rules to be used at any National, Provincial, or Regional Championship, for eSports shall be those chosen by the eSports BOC based on nominations from member clubs
- 14.3 The Rules to be used at any National, Provincial, or Regional Championship, for Figure Games, will be the set chosen from the list of Rules lodged by the majority of players at the date of entry.

Schedule 15, ADMINISTRATION OF CLUBS

- 15.1 Club committee members shall be first claim members of the club to which they are affiliated.
- 15.2 In the event that a club employs a person or organisation to provide administrative services, then all notices shall be served on both such administrator and such club's chairperson.

Schedule 16, TROPHIES

- 16.1 To award a non-returnable shield to all players who finish a Premier Championship in first place with effect from 10 December 2000.
- 16.2 In the case of team events, only one shield shall be awarded per team.
- 16.3 To allow players who have previously finished a Premier Championship in first place the opportunity to purchase a non returnable shield at cost + vat + 20%.
- 16.4 All disciplines shall have trophies equal in stature with the other disciplines.

Schedule 17, ADVERTISING

- 17.1 All clubs shall be entitled to have their Competitions advertised in VANGUARD, or on MSSA's official blog page.
- 17.2 Players may only have their Championships advertised in VANGUARD, or on MSSA's official blog page., if it fell under the jurisdiction of a member.
- 17.3 MSSA does reserve the right to edit such articles.

Schedule 18, SPONSORSHIP

- 18.1 Every year at the National Convention, the President in consultation with the Vice President, shall identify the companies that MSSA will target for sponsorship. No member shall be entitled to approach any of these companies for sponsorship.
- 18.2 Members shall identify the companies that they wish to target for sponsorship at the first, or any subsequent, Executive Committee Meeting. No member shall be allowed to approach any of the companies already listed.
- 18.3 Players will be allowed to apply in writing to the Executive Committee to be granted permission to approach companies for sponsorship. Such letter must contain full particulars. Players will not be allowed to approach companies already targeted by MSSA or members.
- 18.4 All sponsorship must be in keeping with the image that MSSA is trying to project, if it is not, the Executive Committee reserves the right to forbid any member or player from approaching the sponsor or from allowing any of the advertisements from being displayed.
- 18.5 MSSA shall display its sponsors names in any way it deems suitable at any Regional and/or National Championship, or any other Championship directly in its jurisdiction.
- 18.6 The member may display a banner no bigger than 6 x 4 foot at any Regional or National event hosted by the member. The sponsor's name and emblem may not exceed 2 x 4 inches on any clothing, score-sheets, stickers or other items which will be brought to the competition.
- 18.7 Players will only be allowed to advertise their sponsors by wearing suitable apparel with the sponsors names and emblems thereon. Such advertising must not exceed 2 x 4 inches in size.
- 18.8 FINDER'S FEES
 1. MSSA pay a 10% finders fee to any MANCOM member who secures a sponsorship, should the following apply:
 - i. All sponsorships negotiated shall be in terms of MSSA's sponsorship proposal, and
 - ii. All sponsorships negotiated shall be for cash only, and

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- iii. No sponsorship is binding on MSSA until ratified by MANCOM, and
- iv. All payments shall be done directly between the sponsor and MSSA, and
- v. All members of MANCOM wishing to approach a company for sponsorship shall request permission from the MANCOM to do so. Where MSSA or another MANCOM member is already negotiating with a company, such request shall be denied, and
- vi. MANCOM reserves the right to deny any request, and
- vii. Should any of the above points not be adhered to, a 'Finder's Fee' shall not be paid.

Schedule 19, MEDIA

- 19.1 Only people appointed by the President shall deal with the media.
- 19.2 At no times shall disparaging remarks be made about what is happening within MSSA.
- 19.3 Members shall submit copies of media coverage that they obtain on their own behalf to MSSA.

Schedule 20, DRESS CODE

- 20.1 Players representing MSSA at any International, National, or Interprovincial event may only wear clothing approved by the Executive Committee being,
 - a. The Blazer, tie, white shirt, and black trousers (and/or skirt for women), or
 - b. Shirt provided by the official sponsor and black trousers (and/or skirt for women), or
 - c. The Golf shirt and black trousers (and/or skirt for women).
- 20.2 No player representing MSSA is permitted to wear any clothing having advertising slogans and emblems which have not been approved of by the Executive Committee.
- 20.3 Players representing their clubs at any National Trials, Regional Competition, and/or National Competition may not wear any clothing not approved of by their club's Executive Committee or any clothing not in keeping with sponsorships or clothing with advertising slogans and emblems without the prior approval of the Executive Committee.
- 20.4 All players shall be entitled to wear the GENERAL TIE and/or GENERAL GOLF SHIRT which shall be Navy Blue and shall have MSSA's emblem embroidered on it in yellow.
- 20.5 All players who have earned National and/or Regional Colours in the previous season must comply with the Dress Code at all Regional and National Championships.
- 20.6 THE GOLF SHIRT
To supplement the dress code for players representing MSSA, players may wear the following:
 - National (senior) - Green golf shirt with the MSSA emblem, SOUTH AFRICA, and discipline in gold.
 - National (other) - Green golf shirt with the MSSA emblem, SOUTH AFRICA, and discipline in white.
 - Provincial (senior) - Black golf shirt with the MSSA emblem, provinces name, and discipline in gold.
 - Provincial (other) - Black golf shirt with the MSSA emblem, provinces name, and discipline in white.
 - Regional - Black golf shirt with the MSSA emblem, regional name, and discipline in red.
 - General - Any registered player shall be entitled to wear golf shirts with the logo (as defined in Schedule 25.1.3 of the Constitution) in any colour, excluding green or gold, as approved by the President. The President shall first consult with the Management Board prior to giving such approval.

Schedule 21, NATIONAL CONVENTION

- 21.1 The National Convention shall be held after the end of play on either the first or second day of any MSSA Offline Provincial or National Championships held within six months after MSSA's year-end as decided upon by the Management Board from time-to-time.

Schedule 22, VANGUARD

- 22.1 The Executive Director shall be the Editor of VANGUARD.
- 22.2 Only once the President, or in his absence, the Vice-President, has approved the draft copy shall the Executive Director be allowed to print such copy.

Schedule 23, DEVELOPMENT FUNDING

23.1 Any monies allocated as Development Funding shall be determined according to the following calculation shall be paid to all clubs at the National Convention each year:

Points earned by member
----- x 50% of MSSA's net profit
Total points earned by all members

The amount distributed shall be used for development by the member and shall be accountable to MSSA on how such monies were expended.

For example:
in 1996 Potchefstroom earned 465,5 points
the total points earned were: 3 050,5
MSSA's net profit was R1 299,00

465,5
----- x R649,50
3 050

Distribution for development = R99,13

23.2 That any disbursement of funds will be dependant on:

- a. The applicant submitting a budget and business plan to the General Secretary on and on before 1 May of each year.
- b. The applicant submits a signed copy of their last annual financial statement with such application.
- c. That each applicant submit a signed undertaking that such monies shall be used exclusively for the projects contained within the budget and business plan, and that if not, MSSA shall be refunded such monies.
- d. The Member's minutes of the meeting at which such member agreed to apply for such funds must also be attached.
- e. Copies of all receipts and statements of account in connection with such projects be submitted within three months of the completion of such project.
- f. Any amounts not expended, be refunded within three months of the completion of such project.

Schedule 24, AMENDMENTS TO THE REGULATIONS

- 24.1 Such amendments may be affected at an Executive or Council Meeting based on recommendations of the Board. Proposals from Members for amendments shall be submitted in writing and shall be fully motivated. Proposals must be included in the Agenda of the Executive or Council Meeting.
- 24.2 For any amendment to be carried it is necessary that the motion be approved by a two-third majority of members with full voting rights present at a meeting of the Executive or Council .
- 24.3 All amendments approved by an Executive Meeting are subject to formal acceptance by Council.

Schedule 25, SEEDINGS

25.1 MSSA shall issue seedings for each period.

Schedule 26, FINANCES

- 26.1 The Management Board may only approve of expenses of a recurring nature such as hire of halls, medals, etc prior to any expense being made.
- 26.2 The Executive Committee may approve other expenses prior to any expense being made.
- 26.3 Only the Council may authorise the acquisition and/or disposal of fixed assets.
- 26.4 Only the President may sign contracts for and on behalf of MSSA, as long as:
- a. The contract has been approved by the Management Board, and
 - b. The Vice-President, Executive Officer, or the General Secretary countersign such contract.

Schedule 27, FUNDING AND PARTICIPATION

- 27.1 Noting that it is unlikely that we will receive full funding for entire teams in the near future, and
- 27.2 That it is essential for MSSA to have a funding and participation policy that can accommodate MSSA receiving less than the required amount.
- 27.3 Players shall receive funding and shall be eligible to participate on the priorities:

1	Players who are currently World Champions and previously disadvantaged.
2	Players who are currently World Champions.
3	Players who are currently Continental Champions and previously disadvantaged.
4	Players who are currently Continental Champions.
5	Players who are medalists at either the World and/or Continental Championships, been previously selected to participate in a national team and previously disadvantaged.
6	Players who are medalists at either the World and/or Continental Championships, and been previously selected to participate in a national team.
7	Players who are medalists at either the World and/or Continental Championships.
8	Players who have been previously selected to participate in a national team and previously disadvantaged.
9	Players who have been previously disadvantaged.
10	Players who have been previously selected to participate in a national team.
11	Players who have earned MSSA colours.
12	Players who have won the S A Nationals in the past two years.
13	Players who have won a provincial championship in the past 12 months.

- 27.4 Of the funding received for international competition, 2/3 shall be allocated to senior teams, and 1/3 to junior teams.

SCHEDULE 28, USE OF INTERNET TO CONDUCT MEETINGS.

- 28.1 All players elected on to the Management Board, or any sub-committee shall have regular access to the internet and e-mails.
- 28.2 The Management Board and all sub-committees shall be allowed to conduct meetings over the internet on condition that:
 - a. Notification of such meeting shall be given at least seven calendar days in advance, and
 - b. The full motion shall be included in the initial notification and such motion/s shall not be able to be amended, and
 - c. Proper minutes shall be kept and distributed to those concerned.

Schedule 29, MANAGEMENT BOARD AWARDS

- 29.1 The Management Board shall decide on the following awards to be made on an annual basis to be awarded at the S A National Championships prize-giving.
- 29.2 The awards shall take the form of a certificate and other awards as approved by the Executive Committee from time-to-time.
- 29.3 The awards shall be made for the following categories:
 - a. Mind Sports Person of the Year
 - b. Board Gamer of the Year
 - c. Esports Player of the Year
 - d. Wargamer of the Year
 - e. Team of the Year
 - f. Volunteer of the Year
 - g. Umpire of the Year
 - h. Coach of the Year
 - i. Educator of the Year
 - j. Writer of the Year
 - k. Social Media Person of the Year

1. Sponsor of the Year

Schedule 30: MEMBERS

30.1 NEW MEMBERS

30.1.1 The Executive grants its right to accept new members in terms of Schedule 4.3 of the Constitution to the Management Board.

30.2 MEMBER'S CONSTITUTIONS

30.2.1 All members shall submit a copy of their Constitution to MSSA every year.

30.2.2 No amendments of any Member's Constitution shall be final until approved by the Executive Committee.

30.2.3 If for any reason there is any dispute over the version of the Constitution, and/or MSSA does not have a copy of such Constitution, then it shall be deemed that the Standard Proforma Constitution shall apply.

Schedule 31: DUTIES OF THE CHAIRPERSONS OF BOARDS OF CONTROL

31.1 Notwithstanding duties mentioned elsewhere in MSSA's Constitution, Regulations, Specific Discipline Regulations, Bye-laws, etc., the following duties shall also apply:

31.1.1 That such Chairpersons prepare an article every month (at a date to be decided upon by the President) about any league/honours/ladder for publication on MSSA's blog page, and

31.1.2 That such Chairpersons of Discipline Boards of Control prepare an article every month by the 15th of each month for publication on MSSA's blog page of the current rankings of players and teams, and

31.1.3 That such Chairpersons of the Figure Gaming Board of Control ensure that at each provincial championships that there is a Registered Player (of suitable standard, in other words having the minimum of senior provincial colours) able to demonstrate the wargames that are eligible to be played on a half-sized board, and

31.1.4 That at each provincial championships such Chairpersons is responsible for the collection of e-mail addresses of people who show interest, and for the submission of such data to the General Secretary within two days of such championship. The General Secretary shall then forward promotional material to such contacts, and

31.1.5 That such Chairpersons prepare a promotional article 34 days prior to each provincial championship, which such Chairpersons shall then forward to the General Secretary for distribution to all member clubs and via the YAHOO mailing list, and

31.1.6 That all correspondence sent out by such Chairpersons is copied to both MSSA's President and General Secretary.