



**GAUTENG CENTRAL TABLE TENNIS  
ASSOCIATION**

**CONSTITUTION**

UPDATED 20 NOVEMBER 2021

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## **1. NAME AND JURISDICTION**

The name of the organization shall be "GAUTENG CENTRAL TABLE TENNIS ASSOCIATION" (hereinafter called the Association or GCTTA) and shall have the jurisdiction over such area of the Gauteng Central Region as shall be mutually agreed upon by the Association and any other body which controls table tennis in the Gauteng Province as agreed by the Gauteng Table Tennis Board (hereinafter called GTTB) and South African Table Tennis Board (hereinafter called SATTB).

The Association shall have the legal person of a Sports Body without a profit motive.

## **2. COAT OF ARMS**

The Coat of Arms shall comprise of:

Crest of Gold Fasces (depicting unity in strength). Red shield emblazoned by a gold lion (of Gauteng) over green band across field (representing table tennis net with white "T" below charged with red and black table tennis bats. These are carried by a gold Helm with mirrored black and silver Mantle.

### **2.1 VARIATIONS**

Variations of the Coat of Arms or the abbreviated use thereof may only be employed with the approval of the Executive Committee.

## **3. COLOURS AND HONOURS**

The colours of the Association shall be red, white and black and shall be awarded to qualifying players and officials - such awarding being at the sole discretion of the Executive Committee who shall be fully empowered to decide upon the form in which colours are to be awarded i.e. blazers, badges, ties, tracksuits etc.

Honours in the form of special scrolls, shields etc. shall be awarded to qualifying persons as decided by the Executive Committee.

## **4. PRINCIPLES**

The Principles of the Association shall be as follows:

4.1) Unity of action committed to the non-racial principle in the pursuance of the sport of Table Tennis in the Gauteng Region, the Republic of South Africa and Internationally.

4.2) Mutual respect and co-operation in our dealings with GTTB, SATTB, affiliated Unions, Associations and *Associate Members*.

4.3) To uphold the principles of the Olympic Charter.

4.4) Not to allow any of our members to be discriminated against in any way in respect of their race, colour, creed, religion, politics or other grounds (except as covered in Clause 4.6).

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4.5) If any player, administrator, club, sub-affiliate, sub-union or individual member is, reported to be, not in good standing by the Disciplinary Committee or Executive Committee, in the absence of a Disciplinary Committee, for any reason as stated in Clause 4.4 or 4.6, it will be taken as an automatic suspension of all table tennis activities until otherwise decided by the Disciplinary Committee or adjudicated by our controlling body.

4.6) A player, club or affiliate whose actions are seen to bring the sport of Table Tennis into disrepute or for non-payment of fees to the Association, their suspension will apply as in Clause 4.5.

## **5. HEADQUARTERS**

The Headquarters of the Association shall be in the Gauteng Region.

## **6. OBJECTIVES**

The Association shall remain an affiliate of both GTTB and SATTB, and through them, a member of the International Table Tennis Federation (ITTF) and shall endeavour to :-

- 6.1) foster, encourage and promote the objectives of GTTB and SATTB;
- 6.2) administer, promote and protect the interests of table tennis on a non-racial genderless basis and to carry out the rules of the game as laid down by SATTB (and the ITTF)
- 6.3) raise the ideals of sportsmanship and the standards of the game;
- 6.4) work towards increasing the facilities for play amongst all members of the Table Tennis fraternity within the jurisdiction of the Association, regardless of race, sex, colour, class, religion or age;
- 6.5) organize and provide for table tennis leagues, tournament championships and exhibitions subject to the approval of GTTB and SATTB;
- 6.6) organize and provide for coaching and umpiring clinics;
- 6.7) facilitate and promote table tennis in schools and tertiary institutions.

## **7. MEMBERSHIP**

### **7.1 CLUB MEMBERSHIP**

Membership shall be open to all properly constituted clubs, organized and aligned with the principles of the Association on the following conditions:

- Minimum of 5 (five) playing members.
- Access to a playing venue for league fixtures.
- No individual member shall hold dual membership of any other affiliate of the SATTB.

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**7.2 SUB-AFFILIATE MEMBERSHIP**

Membership may be granted to an organization of clubs not directly affiliated to the SATTB on the following conditions:

- Having a minimum of 3 (three) clubs.
- Access to a playing venue for league fixtures if participation in Association fixtures is desired.

**7.3 ASSOCIATE MEMBERSHIP**

Associate membership may be granted to schools, school unions, colleges, universities and tertiary education institutions, which are not directly affiliated to the SATTB on the following conditions:

- 7.3.1) Associate members shall not be entitled to vote at any Annual or Special General Meeting;
- 7.3.2) No person who is a member thereof shall be eligible for election to the Executive Committee

**7.4 SINGLE INDIVIDUAL MEMBERSHIP**

The awarding of such membership as well as honorary life membership to the Association shall be affected on the merits of such applications and shall be subject to such conditions as the Association may determine from time to time.

**7.5 AFFILIATION**

- 7.5.1) All applications for affiliation shall be in writing to the Vice President Administration.
- 7.5.2) All applications for affiliation or re-affiliation to the Association shall be accompanied by;
  - 7.5.2.1) an application fee equal to the affiliation fee decided at the previous AGM;
  - 7.5.2.2) the completed applicable membership forms of the Association;
  - 7.5.2.3) a copy of the Constitution appertaining to its membership.
- 7.5.3) The Association reserves the right to accept or reject such applications.

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## **8. ADMINISTRATION**

### **8.1 GENERAL**

The administration of the Association shall be vested in an Executive Committee and shall consist of the following officials, where possible:

#### **8.1.1 Executive Committee**

President  
Vice President Administration  
Vice President Finance  
Vice President Transformation  
Vice President Competitions  
Vice President Coaching  
Vice President Technical  
League Manager  
Additional Executive Members (co-opted as required)

### **8.2 ELIGIBILITY FOR OFFICE**

Any person registered with a club or Sub-Affiliate member affiliated to the Association shall be eligible for election or re-election to any office of the Association. Any person registered with a club or Sub-Affiliate member affiliated to the Association, and who is not present at a meeting held to elect officials, may, on written notice, through the Vice President Administration of the Association, avail themselves for election or re-election to any office of the Association.

#### **8.2.1 Proviso**

The Association shall reserve the right to call into question, accept or reject any person's eligibility for office.

### **8.3 ELECTION OF OFFICIALS**

The election of all officials shall take place at the Annual General Meeting, or when the need arises i.e. at any General (Council) Meeting or Special Meeting of the Association. The terms of office for all officials shall be 2 (two) years and any official shall be eligible for re-election. The election of all officials shall be by a simple majority of the votes cast.

### **8.4 DUTIES OF THE EXECUTIVE COMMITTEE**

8.4.1 The Executive Committee shall cause minutes to be entered in books for the purpose of recording the appointment of officers and the names of the members of the Executive present at each meeting, with the resolutions and proceedings of such meetings, and all resolutions and proceedings of all Meetings.

Any such minutes, or an extract there from, signed by the President or the Vice President Administration, shall be received as "prima facie" evidence of the matter stated in such minutes or extract.

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### **8.5 CODES OF CONDUCT**

8.5.1) In the event of it being brought to the notice of the Executive Committee that any member has been guilty of improper, dishonest or unsportsmanlike behaviour or whose conduct is in any way offensive, and the Executive Committee in meeting assembled shall be satisfied of the allegations hereinbefore set forth, the Executive Committee shall after investigation have the power:-

to deprive such member of any or all the rights and advantages of membership during such time or period as the Executive Committee in its absolute discretion may deem fit and advisable.

### **8.6 SCOPE OF RULES**

The Executive Committee shall have the power to make, alter and amend the Rules and shall record the same in a book kept for that purpose. The Rules shall govern and regulate all matters appertaining to :-

8.6.1) The conditions of competitive play; (refer to By-laws and Rules of Play)

8.6.2) The organization and control of league, knockout or other team competitions and have open or closed individual tournaments;

8.6.3) The registration of players with the Association, their rights and duties, and the transfer of players from one club to another;

8.6.4) The fixing of any subscriptions, fees, charges or levies which the Executive Committee deems is necessary and the manner of payment thereof.

### **8.7 POWERS OF THE EXECUTIVE COMMITTEE**

The Executive Committee shall have full power and authority to do any act, matter or thing which could or might be done by the Association, excepting such matters as are in this Constitution specially reserved to be dealt with at a General (Council) Meeting of the members of the Association, and in addition to the General Powers and authorities hereby conferred on the Executive Committee and without in any such powers and authorities, the Executive Committee shall have the following Special Powers:-

#### **8.7.1 Acquisition Of Assets**

To acquire any movable or immovable property for the Association calculated to benefit the Association and to advance its objectives, provided that any such transaction involving an outlay estimated to exceed the sums of twenty thousand rand (R20,000.00) shall first be submitted to and approved by a General (Council) Meeting.

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### **8.7.2 Disposal of Assets**

To sell, lease, alienate or otherwise dispose of not more than twenty thousand rand (R20,000.00) of the cash value of the total movable and immovable properties of the Association as they may think most beneficial to the members of the Association and to apply the consideration arising there from as they may think most advantageous for the Association, but the Executive Committee shall not have the power to dispose of or mortgage a larger proportion of the movable or immovable property of the Association without the consent of the members.

### **8.7.3 Use of Consultants and Other Services**

8.7.3.1) For the general purpose of the Association to appoint and at their discretion remove or suspend such attorneys, agents, secretaries, officers, clerks and servants for permanent, temporary or special service as they may think it, and to invest them with such powers as they may think expedient, and to determine their duties, fix and pay their salaries or emoluments (if any) and to require security in such instances and to such amounts as they may think fit.

8.7.3.2) To institute, conduct, defend, compound or abandon any legal proceedings by or against the Association or its officers, or otherwise concerning the affairs of the Association; and also to compound and allow time for the payments or satisfaction of any debts due and any claims or demands by or against the Association.

## **8.8 FINANCE**

### **8.8.1 Fee Structure**

The following fees will be applicable to all members:

8.8.1.1) Annual affiliation fee - see Clause 7.5.2.1

8.8.1.2) Team registration fee.

8.8.1.3) Individual registration fee.

8.8.1.4) Special levies that may be imposed by GTTB and or SATTB must be made in a maximum of three monthly instalments as stipulated by the Executive Committee.

8.8.1.5) Registration fees

8.8.2) To make and give receipts and other discharges for monies paid to the Association, and for claims and demands of the Association, and except where otherwise provided in these rules, such receipts shall be signed by the Vice President Finance or some person lawfully acting in the place of such Vice President Finance.



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8.8.3) To open and/or maintain a banking and/or savings account in the name of the Association and to draw, accept, endorse, make and execute bills of exchange, promissory notes, cheques and other negotiable instruments connected with the business of the Association. Such bills of exchange, cheques and other negotiable instruments shall be signed by two signatories from amongst the President, Vice President Finance and Vice President Administration.

8.8.4) To invest and deal with any monies of the Association not immediately required for the purpose of the Association, open such securities and on such terms as they may think fit, and from time to time to vary or release such investments.

8.8.5) To allocate the annual revenue derived from subscriptions and other sources in the first instances for the following general purposes of the Association, viz:-  
Secretarial and auditing expenses (salaries, traveling and other expenses).  
Office expenses (stationery, postages etc.).  
Affiliation expenses.  
Expenses for league matches.  
Expenses for any other item of expenditure which in the opinion of the Executive Committee should be treated as a general expense of the Association.

8.8.6) To exercise control over the maintenance of all assets.

### **8.9 MEETINGS**

8.9.1) The quorum for a meeting of the Executive Committee shall be half plus one of the committee members. Should such numbers not be present at any meeting duly convened the meeting shall stand adjourned for not more than seven (7) days, and the Vice President Administration shall notify each member of the Executive Committee by circular or letter of the date, place and hour on which the adjourned meeting shall be held. Should, at such adjourned meeting, the necessary quorum not be present, the members present shall act and transact business as though they formed a quorum.

8.9.2) Any member of the Executive Committee who without the permission of the Executive Committee shall have failed to attend three consecutive meetings, shall, if the Executive Committee so resolve, cease to be a member of such Committee.

8.9.3) Questions arising at any meeting of the Executive Committee shall be decided by a majority of votes. Voting shall take place by a show of hands, the President being entitled to a casting vote in addition to their deliberative vote.

8.9.4) The Executive Committee shall have full power to fill any casual vacancy thereon and to co-opt additional members for specific purposes.

8.9.5) The Executive Committee shall meet at least once a month or as often as the business of the Association may require.

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### **8.10 Commissions**

The Executive Committee may appoint Commissions and delegate thereto such powers as it may deem necessary.

## **9. DISCIPLINARY EXECUTIVE COMMITTEE**

**9.1** See Annexure A – Disciplinary Executive Committee Protocol.

## **10. DUTIES AND POWERS OF OFFICIALS**

### **10.1 THE President**

The President shall preside at all meetings, sign all minutes and conduct meetings according to the general rules of meeting procedures. They shall have the power to;

- Apportion/delegate work/tasks amongst the various Executive portfolios, Affiliates, executive members and committees;
- decide who shall address the chair;
- rule on questions of procedure and points of order;
- prevent irrelevant discussion, offensive statements and excessive heckling;
- preserve order by naming offenders and to ask for the removal of any person who fails to comply with orders from the chair;
- adjourn a meeting if;
- it becomes completely unruly;
- the motion carries a motion to this effect;
- the quorum lapses.

### **10.2 Vice President Administration**

The Vice President Administration shall have the following duties:

- to convene the Annual General Meeting, General (Council) Meetings, Executive Committee Meetings;
- to distribute Notices of Meetings to all affiliated Clubs and Associate members within the periods specified by the Constitution;
- to draw up an Agenda, in consultation with the Chairperson, for all meetings, which shall accompany the relevant Notice of Meeting;
- to keep an accurate record of business transacted at all meetings;
- to keep an attendance register at all meetings;
- to conduct all correspondence on behalf of the Association.

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**10.3 Vice President Finance**

10.4.1) The Vice President Finance shall be responsible for the finances of the Association and shall therefore keep the following books of account:

Receipt Book;

A receipt book shall be kept to record all monies received by the Association. Every receipt shall reflect the purpose for which the money is received. The receipt book shall at all times have a duplicate or counterfoil for audit purpose.

Cash Book;

Monies received by the Association shall be recorded in the cash book and credited against the relevant ledger account. Monies paid by the Association shall be recorded in the cash book and debited against the relevant ledger account.

Cheque Book;

The payees' name, the amount and the cheque numbers on the relevant counterfoils of the cheque book shall be entered in the cash book.

Bank Deposit Slips;

All bank deposit slips shall be filed and kept for audit purpose. Bank deposits shall be made on a regular basis.

Ledger;

In the ledger the various ledger accounts and the balances outstanding on these accounts shall be recorded. Once a month the balances in the ledger shall be extracted and a Trial Balance shall be drawn up.

Bank Statements;

All bank statements shall be reconciled to the cash book.

10.4.2) The Vice President Finance shall also:

10.4.2.1) distribute individual and Club statements on a monthly basis;

10.4.2.2) write up an Income and Expense Statement as well as a Balance Sheet which shall be presented to the Annual General Meeting.

**10.4 LEAGUE MANAGER**

The League Manager shall be responsible for the following:-

To accept registration for league fixtures.

To organize league fixtures.

To provide updated logs of progress as regularly as possible.

To provide a league progress report for the Executive Committee meetings.

To present a report of the year's results for the Annual General Meeting.

To impose rules and regulations as laid down by the Executive Committee. To adjudicate and rule on appeals made by the affiliated clubs on behalf of their individual members as it concerns all matters of league and rules of play.

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### **10.5 Vice President Coaching**

The Vice President Coaching shall be responsible for the planning, implementation and coordination of coaching clinics and seminars for all levels of player proficiency, supporting all Junior Development initiatives, and keeping up-to-date registers of all coaches and coaching activities.

### **10.6 Vice President Technical**

The Vice President Technical shall be responsible for;

- Planning and implementation of umpiring and referee clinics, and keeping registers thereof;
- Calling to life the Disciplinary Committee as required;
- Technical support across all portfolios and affiliates.

### **10.7 EXECUTIVE MEMBERS (CO-OPTED AS REQUIRED)**

Appointed executive members shall be required to attend all Executive Committee Meetings and Council Meetings and to render assistance to any other Committee Member or Executive committees.

## **11. FINANCIAL TRANSACTIONS**

### **11.1 GENERAL**

All funds received by the Association through the levying of affiliation fees, registration fees, special levies tournament fees, fines, or otherwise, shall be deposited in a current banking account.

All payments on behalf of the Association shall be made through the Vice President Finance either by cheque, EFT or, if it is expedient by cash.

11.2) Cheques issued by the Association shall be signed by any 2 (two) of the following:  
Executive Committee Members:

President

Vice President Finance

Vice President Administration

11.3) The financial year of the Association shall end not later than on the 31 December.

11.4) The funds received by the Association shall be used to finance the general administration of the Association;

- to settle any debts the Association may incur from time to time;
- for any purpose the Association may deem necessary.

11.5) The Association shall also have the power to buy, let or hire, exchange, transfer, receive by way of donation or otherwise, movable property and immovable property and to invest funds in fixed deposits or otherwise in banks, building societies or like organizations; borrow or lend money.

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11.6) All financial documents of the Association shall be retained for a minimum period of 5 (five) years.

**11.7 SIGNATURE MANDATE**

Persons in the following offices shall be entitled to sign undertakings, documents and letters on behalf of the Association as specified below:

President

Vice President Finance

Vice President Administration

**11.8 MATTERS NOT RELATED TO FINANCE**

Power of Attorney may be granted by a General (Council) Meeting, a Special General Meeting or an Annual General Meeting, to any other member of the Association for a particular matter, if it is considered to be expedient or in the interest of the Association, to do so.

**11.9 INDEMNITY**

No member of the Association shall be liable for the acts, neglect or default of any other member or official or servant of the Association or for any loss or expense incurred by the Association or through insufficiency or deficiency of any security upon which any of the money of the Association has been invested or for any loss or damage arising from the insolvency or tortuous act of any person with whom money, securities or effects has been deposited.

**11.10 ACQUISITION AND DISPOSAL OF IMMOVABLE PROPERTY**

11.10.1) All immovable property acquired by the Association shall be registered in the name of the Association.

11.10.2) The Executive Committee shall have the power to alienate immovable property of the Association not exceeding twenty thousand rand (R20,000.00) in value.

11.10.3) Immovable property of the Association exceeding twenty thousand rand (R20,000.00) in value may be sold or mortgaged by a resolution of the majority of members present at a General (Council) Meeting, Special General Meeting or Annual General Meeting.

11.10.4) All documents, powers of attorney, resolutions and extracts from the Constitution and the title required for transfer of immovable property of the Association may be signed and certified by the President, Vice President Finance, or Vice President Administration.

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**12. MEETINGS - GENERAL (COUNCIL) AND SPECIAL**

12.1) The Annual General Meeting of the Association shall be held by the 31 January (refer to Clause 11.3) of each year, or as soon as possible thereafter, at such place and time as the Executive Committee may appoint, and notice of such meetings, stating the business to be transacted thereat, shall be sent to each Affiliate (Club) at least fifteen (15) days before the holding of such meeting.

12.2) The Chair at Annual General Meetings of the Association shall be the President of the Executive Committee and in their absence, the Vice President Administration of the Association. Failing that, the meeting shall elect a Chair from the members present.

12.3) The business to be done at the Annual General Meeting shall be:-

12.3.1) To confirm the minutes of the previous Annual General Meeting and any other Special General Meeting.

12.3.2) To receive and consider the Annual Report of the Executive Committee and also the draft Balance Sheet or Statements of Account.

12.3.3) To elect the executive officers for the ensuing year.

12.3.4.) To consider and deal with any ordinary and general business.

12.4) Notice of any resolution to be proposed at the Annual General Meeting other than the ordinary business must be lodged with the Vice President Administration at least ten (10) days before the date of such meeting.

12.5) A Special General Meeting may be convened at any time by the Executive Committee and shall be convened at any time on the requisition of five (5) affiliated Clubs. The notice convening the meeting shall be sent to all Affiliates (Clubs) at least fourteen (14) days prior to the date of such meeting and shall state the business for which the meeting is convened. No business other than that notified shall be allowed at any such meeting.

12.6) At every meeting of the Association each Affiliate (Club) present shall write their name in a book kept for this purpose.

12.7) The quorum necessary at any General (Council) Meeting of the Association shall be the Executive quorum plus 3 affiliate delegates, should no quorum be within thirty (30) minutes of the appointed time, the meeting shall in the case of the Annual General Meeting be postponed to the same day and hour in the following week when the members present at such an adjourned meeting shall form a quorum, but in the case of a Special General Meeting no quorum shall mean the dissolution of the meeting

12.8) The Chair of any Special or General (Council) Meeting may, with the consent of the Meeting, adjourn the same from place to place and from time to time, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.

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12.9) At a General (Council) or any Special General Meeting voting shall be by show of hands, save when a ballot is laid down in the Constitution or is demanded by the majority of such meeting. The meeting shall appoint two scrutineers of the ballot, and their decision, which shall be given by the chairman of the Meeting shall be final. All voting shall be personal, and proxy voting shall not be permitted for any General (Council) and Special General Meeting of the Association or for the meeting of the Executive Committee.

### **13. DISSOLUTION AND LIQUIDATION**

13.1) The Association may be wound up or reconstructed by the resolution of not less than two thirds of the members of the Association at a properly constituted Extraordinary General Meeting provided, however, that not less than thirty (30) days' notice in writing shall have previously been given of any intention to wind up or reconstruct the Association.

13.2) Except so far as a Special General Meeting of the Association shall otherwise determine, The Executive Committee shall always be the liquidators of the Association whenever it shall be wound up or reconstructed.

13.3) In the event of liquidation, any monies remaining in hand after the discharge of all liabilities shall be given to the GTTB and or SATTB, in existence, or any other Association having similar objects in such sum as the liquidators may think fit.

### **14. AMENDMENTS TO THE CONSTITUTION**

14.1) Amendments to the Constitution shall be affected by resolution of not less than two thirds of the delegates present at any Annual or General (Council) Meeting.

14.2) Notice of any proposed amendment shall be lodged with the Vice President Administration not less than ten (10) days before the Meeting and the Vice President Administration shall send copies thereof to members not less than seven (7) working days before the Meeting.

14.3) No resolution to amend the Constitution shall be invalid for the reason that the proposed amendment is not adopted in its entirety or because it is varied, modified or amended by the Meeting.

### **15. RESOLUTIONS**

Save as expressly excluded by this Constitution as regards Dissolution of the Association and alterations of the Constitution, an ordinary majority of the members (Clubs) present at any duly convened General (Council) Meeting, provided a quorum is present, shall be sufficient for the validity of any decision taken by that meeting. The non-receipt of notice shall not invalidate any resolution passed at any meeting. Proof of posting shall be evidence of receipt.

### **16. AUDIT**

The Annual Balance Sheet and Statements of Accounts shall be audited.

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## **17. COPY OF CONSTITUTION AND RULES**

Each member (i.e. club or association) is responsible for the upkeep of their copy of this Constitution and the Rules thereto.

## **18. INTER-REGIONAL AND NATIONAL TOURNAMENTS**

18.1) The colours of the Association shall be Red or Black Shirts with either the Gauteng Logo and or a worded 'Gauteng Central Table Tennis Association' typeset displayed on the front and back thereof, Black shorts or skirts, and shall only be awarded to players on being selected to represent Association. Colours may also be awarded for services rendered to Gauteng Table Tennis.

18.2) For the purpose of selecting a regional side, the constitution of the Selection Committee shall be:-

- refer to Annexure B
- The Executive Committee, however, can question the selections if it feels that bias or other anomalies have occurred, but it shall not have the power to reject the Selection Committee's nomination of any player on the grounds of playing ability.

18.3) While on tour, the Team Manager and Team Coach (both appointed by the Executive Committee) shall constitute the selection committee, and power is given to them to coopt the services and advice of any player or players.

18.4) See Annexure B for Principles of Operation

## **19. GAUTENG TABLE TENNIS BOARD AND SOUTH AFRICAN TABLE TENNIS BOARD**

The Executive Committee shall appoint delegates and alternates to represent this Association at meetings of either GTTB and or SATTB.

## **20. GENERAL**

20.1) Any breach of the Rules to the Constitution shall be dealt with under Clause 9.1 of the Constitution – refer to Annexure A: Disciplinary Committee Protocol

20.2) All disputes with regard to Leagues, Competitions, Tournaments or Championships or any other matters arising from this Constitution shall be decided by the Executive Committee whose decision shall be final.

20.3) The Association may sue in any Court of Law in its own name as a corporate body and in its corporate name, and any summons, process, notice or other document or paper required in any legal procedure to be directed to or against the Association, shall be sufficiently directed to or against the Association, and shall be sufficiently served if served upon the Vice President Administration.

20.4) The Chair of any meeting with the exception of meetings of the Selection, Disciplinary and Disbursement Committees shall, in the case of equality of voting, have a second or casting vote.



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20.5) All contracts, deeds, bonds and powers required to be signed by the Association shall be signed by the President and one other from the ranks of the Vice President Administration, Vice President Finance or some person lawfully acting in the position of Vice President Administration, or Vice President Finance, of the Executive Committee.

## **21. VOTING RIGHTS**

The following proportional voting rights will be allocated to all types of membership at Annual General, General (Council) and Special General Meetings. Only delegates present can vote:

21.1) Clubs:

Up to ten (10) members - one (1) vote

Eleven (11) to twenty nine (29) - two (2) votes

Thirty (30) and over - three (3) votes

21.2) Associate Members:

Up to ten (10) clubs - two (2) votes

More than ten (10) clubs - three (3) votes

## **22. DISPUTE RESOLUTION**

Any dispute arising out of or in connection with the enforceability of this constitution, or the application and interpretation of the provisions hereof, or any dispute between any members of the Gauteng Central Table Tennis Association or between a member and the Executive Committee or the Gauteng Central Table Tennis Association itself, shall be referred to the Arbitration Foundation of Southern Africa (AFSA) for resolution through mediation or expedited arbitration in terms of the Rules and Procedures for the Resolution of Disputes in Sport, prevailing at the time such dispute is so referred. In the event of arbitration in terms of the a foregoing, such resolution shall be final and binding on the parties in the dispute.

## **23. INTERPRETATION**

In any cases of doubt as to the interpretation or meaning of this Constitution or the Rules thereto, the decision of a majority of all the members of the Executive Committee present at the meeting at which the matter is discussed shall be final and binding, and such decision shall be specially recorded in the minutes of the Executive Committee.

## **24. PUBLIC BENEFIT ORGANIZATION STATUS AND REQUIREMENTS**

Income Tax Exemption has been granted in terms of section 10(1)(cN) of the Act with effect from 01 January 2014. Annual receipts and accruals will therefore be subject to the provisions of section 10(1)(cN) of the Act and accruals and receipts from trading or business activities which fall outside the parameters of section 10(1)(cN) will be subject to tax.

The following exemptions also apply and are limited to:

1.) Donations made to or by the PBO are exempt from Donations Tax in terms of section 56(1)(h) of the Income Tax Act.

2.) Exemption from the payment of Estate Duty in terms of section 4(h) of the Estate Duty Act No.45 of 1955.

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- a) At least three persons who accept fiduciary responsibility for the public benefit organisation will not be connected persons in relation to each other, and no single person directly or indirectly controls the decision making powers relating to such organisation.
- b) Dissolution clause must be amended to state that on dissolution of the public benefit organisation, the remaining assets must be transferred to -
- i) A public benefit organisation, which has been approved in terms of section 30 of the Act.
- ii) Any institution, board or body which is exempt from the payment of income tax in terms of section 10(1)(cA)(i) of the Act, which has as its sole or principal object the carrying on of any public benefit activity; or
- iii) Any department of state or administration in the national or provincial or local sphere of government of the Republic, contemplated in section 10(1)(a) or (b) of the Act.
- c) The activities of the organisation are carried on in a non-profit manner and with an altruistic or philanthropic intent.
- d) No activity will directly or indirectly promote the economic self-interest of any fiduciary or employee of the organisation otherwise than by way of reasonable remuneration.
- e) The funds of the public benefit organisation will be used solely for the objects for which it was established.
- f) No funds will be distributed to any person (other than in the course of undertaking any public benefit activity).
- g) The public benefit organisation will not be a party to, or does not knowingly permit, or has not knowingly permitted, itself to be used as part of any transaction, operation or scheme of which the sole or main purpose is the reduction, postponement or avoidance of liability for any tax, duty or levy which, but for such transaction, operation or scheme, would have been or would have become payable by any person under this Act or any other Act administered by the Commissioner;
- h) No resources will be used, directly or indirectly, to support advance or oppose any political party.
- i) No remuneration will be paid to any employee, office bearer, member or other person which is excessive, having regard to what is generally considered reasonable in the sector and in relation to the service rendered and has not and will not economically benefit any person in a manner which is not consistent with its objects.

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j) No donation will be accepted which is revocable at the instance of the donor for reasons other than a material failure to conform to the designated purposes and conditions of such donation, including any misrepresentation with regard to the tax deductibility thereof in terms of section 18A: Provided that a donor (other than a donor which is an approved public benefit organisation or an institution, board or body which is exempt from tax in terms of section 10(1)(cA)(i), which has as its sole or principal object the carrying on of any public benefit activity) may not impose any conditions which could enable such donor or any connected person in relation to such donor to derive some direct or indirect benefit from the application of such donation.

k) A copy of all amendments to the constitution will be submitted to the Commissioner for the South African Revenue Service.

**END**