



# **CONSTITUTION OF THE WESTERN CAPE KICKBOXING**



## **CONSTITUTION OF THE WESTERN CAPE KICKBOXING**

### **CONSTITUTION AND LEGAL PERSONALITY**

#### **1. NAME**

- 1.1 The name of the organisation to which this constitution relates shall be the Western Cape Kickboxing Association hereinafter referred to and known by the acronym WCPKA.
- 1.2 The WCPKA is an Association having corporate identity separate from that of its members and is entitled to own property, whether moveable or immovable or otherwise, and to sue and be sued in its own name and notwithstanding any change in the composition of its membership from time to time shall have perpetual succession.
- 1.3 All immovable property or other rights in immovable property, which might be obtained by the WCPKA from time to time, shall be registered in the name of WCPKA.
- 1.4 The WCPKA is non-profit and will carry out the objectives in accordance with Section 30 of the South African Income Tax Act, 58 of 1962.

#### **2. DEFINITIONS**

- 2.1 "Notice" Shall, unless the context indicates otherwise, mean a written communication which has to be delivered to the addressee by ordinary or registered post to its address as notified by it, and recorded in the records of the WCPKA, sent by post of telefaxed transmission or e-mail, to the number or e-mail address provided by the addressee and recorded in the records of WCPKA. Any notice sent by post shall be deemed to have been received by the addressee with 5 (five) days of the proven date of posting. Any notice sent by telefaxed transmission shall be deemed to have been received by the addressee on the day after the [proven date of telefaxed transmission]. Any
  - 2.1.1.1 e-mailed notice shall be deemed to have been received by the addressee on the day after the proven date of the e-mail transmission.
- 2.2 "South Africa" means "the Republic of South Africa" as defined in the Constitution of the Republic of South Africa
- 2.3 In this constitution, unless inconsistent with the context, the singular includes the plural and vice versa and persons shall include bodies corporate.
- 2.4 "kickboxing" means all forms of kickboxing disciplines as prescribed by WAKO and SAKA rules
- 2.5 "WAKO" means World Association of Kickboxing Organizations.
- 2.6 "SAKA" means the South Africa Kickboxing Association.



2.7 "WCPSC" means the Western Cape Provincial Sport Confederation.

2.7.1 "District Kickboxing Federation" currently means Cape Town Kickboxing Association CTKA, Cape Winelands Kickboxing Association CWKA, Overberg Kickboxing Association OKA, West Coast Kickboxing Association WCKA and Eden Kickboxing Federation EKF. District KA is determined by the WCPKA.

2.8 "DCS" means District Sport Councils as demarcated by DCAS.

2.9 "DCAS" means Department of Cultural Affairs and Sport.

2.10 "Member" means Cape Town Kickboxing Association CTKA, Cape Winelands Kickboxing Association CWKA Overberg Kickboxing Association OKA, West Coast Kickboxing Association WCKA and Eden Kickboxing Federation EFK

2.11 "Individual member" means any natural person affiliated to any one of the clubs of the WCPKA's member Districts as defined in para.2.11 of this constitution

2.12 "Clubs" means an institution which primarily practices the sport of kickboxing and is affiliated to one of the member Districts of the WCPKA.

### **3. JURISDICTION**

3.1 The area of jurisdiction shall be over all kickboxing related activities within the Province of the Western Cape as defined in the constitution of the Republic of South Africa

### **4. INDEMNITY**

4.1 Every office bearer, officials or employee of the WCPKA shall be indemnified by die WCPKA against all or any cost, losses, and expenses which he or she may incur or become liable for by virtue of any reason or any act or omission of his or her duties, unless the loss in questions caused by his or her own gross negligence, dishonesty, or bad faith.

4.2 Office bearers, officials, and employees of the WCPKA shall be indemnified by die WCPKA against pecuniary loss sustained by reason of legal proceedings, arising out of whatever cause, instituted against the WCPKA or against such officer bearer, official or employee in his or her representative capacity, provided that the indemnity conveyed herein shall not extend to private personal acts of such office bearers, official or employee outside the cause and of their employment ( in the case of employees) and act outside the official appointment and office of the WCPKA ( in the case of office bearers of officials).



## 5. GOALS

The following are the goals of the WCPKA:

- 5.1 To act as the voice of civil society with regards to kickboxing.
- 5.2 To locate and unify kickboxing clubs and districts within the province
- 5.3 To represent the kickboxing fraternity on local, provincial, national, and other forums.
- 5.4 To monitor transformation within kickboxing.
- 5.5 Assist to resolve disputes within structures under their jurisdiction.
- 5.6 To advise the MEC on matters relative to kickboxing and to engage DCAS in discussions of mutual concern.
- 5.7 To encourage, promote and facilitate the participation by all persons in the Western Cape, irrespective of race, colour, creed, gender, age, or disability, in sport and to assist all such persons to empower themselves to participate in kickboxing.
- 5.8 To represent the stated interests of all District Kickboxing Councils and Districts Sports Councils in the Western Cape in negotiation with key stakeholders with regards to sports policy matters.
- 5.9 To create opportunities for the districts to network and share information, experiences and expertise with each other.
- 5.10 To provide support in the field of education and training for the kickboxing public
- 5.11 To strive for, and promote a co-ordinated, scientific, and controlled creation, acquisition, development, and maintenance of kickboxing facilities for all the peoples in the Western Cape, but with special concern for people in rural areas, historically disadvantaged people and people living with a disability.
- 5.12 To encourage and assist all its affiliates to be unified, non-racial and non-sexist.
- 5.13 To encourage organise and promote the development of high-performance sport.
- 5.14 To encourage and ensure that appropriate standards of discipline are maintained by its members and their individual members.



## **6. POWERS**

The WCPKA shall have all such powers as may be necessary or reasonably required in law for the due and proper attainment of the WCPKA's goals and for the proper and efficient functioning and administration of the WCPKA. Without limiting the generality of the foregoing, the WCPKA shall have all the following powers:

- 6.1 To purchase or acquire in any way land, buildings, agencies shares, debentures, and every other kind of description of movable and immovable property.
- 6.2 To manage, insure, sell, lease, mortgage, dispose of, give in exchange, work, develop, build on, improve, turn to account or in any way otherwise deal with all or any part of its property and assets.
- 6.3 To invest funds not immediately required in the name of WCPKA with registered financial institutions as defined in section 2 of the Financial Institutions (Investment of Funds) Act, 1984
- 6.4 To accept donations and legacies and raise funds on behalf of the WCPKA subject to the express limitation that should the services of a fund raiser be used for collection of contributions, the expenses (remunerations and/or commission included) may not exceed 20% (twenty percent) of the total proceeds of the collection.
- 6.5 To open and operate banking accounts
- 6.6 To make donations to its members where applicable
- 6.7 To employ persons
- 6.8 To act as principals, agents or contractors
- 6.9 To make, vary and repeal by-laws, standing orders, procedures, or rules for the due and proper regulation of the affairs of the WCPKA, and the due and proper functioning of its employees, agents, and officials

## **7. MEMBERS**

- 7.1 The members of the WCPKA shall comprise of District Kickboxing Associations whose applications for membership are ratified by the General Council.
- 7.2 A database of members shall be maintained at the registered office of the WCPKA or at any place determined by the WCPKA. It is the responsibility of all affiliates to inform the WCPKA in writing and to provide proof of such notification of any changes in the contact details of the respective affiliates



- 7.3 Members may not sell their membership rights or any entitlements.
- 7.4 The WCPKA income and property cannot be distributed to its members or office bearers, except as reasonable compensation for such services rendered.
- 7.5 Members or office bearers have no rights in the property or other assets of the association by virtue of their being members of office bearers.
- 7.6 The WCPKA will continue its existence notwithstanding changes in the composition of its membership of office bearers.

## **8. INDIVIDUAL MEMBERS**

- 8.1 No individual natural person shall be capable of becoming a member of the WCPKA.
- 8.2 Individuals who are not in good standing with their District shall not be eligible to hold office on the Executive or any other committee of the WCPKA

## **9. GENERAL COUNCIL**

- 9.1 The General Council shall comprise:
  - 9.1.1 The members of the Executive Committee of the WCPKA, as per para.10.1.1 - par.10.1.6
  - 9.1.2 The presidents of the affiliated District Kickboxing Structures as elected by the districts.
- 9.2 Only two (2) duly authorised representatives shall have the right to speak, however there is only (1) vote per member district to vote on behalf of the member at the General Council meetings. Each member may have an additional two delegates at General Council meetings, provided that such additional delegates shall have the right to participate in the discussions of the meeting but shall have no right to vote or propose or second motions.
- 9.3 The General Council shall be the highest authority of the WCPKA and shall have powers:
  - 9.3.1 To decide upon the policies to be followed to achieve and carry out the goals of the WCPKA as set forth in the constitution and in the by-laws, rules, or regulations of the WCPKA.
  - 9.3.2 To elect the office bearers of the WCPKA every 4(four) years and remove the same on just cause shown
  - 9.3.3 To ratify, amend and/or repeal any and all decisions of the EXCO and its structures at the immediate subsequent meeting of the General Council
  - 9.3.4 To amend and/or repeal provisions of the constitution and the by-laws



- 9.4 To amend, on good cause shown, any time limits prescribed by this constitution provided that no time limit relating to an amendment of the constitution may be waived except with the consent of the member of the WCPKA.

## **10. EXECUTIVE COMMITTEE (EXCO)**

- 10.1 The EXCO Shall consist of
- 10.1.1 The President
  - 10.1.2 The Deputy President
  - 10.1.3 The Secretary General
  - 10.1.4 The Treasurer
  - 10.1.5 Development Officer
  - 10.1.6 Ring Sport Director
  - 10.1.7 Tatami Sports Director
  - 10.1.8 Technical Director
- 10.2 The EXCO may, from time to time, appoint additional members to the EXCO to perform specific functions. the General Council must ratify such appointments.
- 10.3 Subject to the provisions of this constitution and to any decision of the General Council, the EXCO shall have the authority to do anything or take any steps, which might be done by the WCPKA in the furtherance of its objectives and the policies decided upon by the General Council. Without limiting the generality of the foregoing, this shall include the following
- 10.3.1 to attend all legal matters on behalf of the WCPKA
  - 10.3.2 to host, when applicable, any events in conjunction with the appropriate structures and organisations concerned.
  - 10.3.3 To participate in SAKA and any other appropriate structures.
  - 10.3.4 To appoint such number of committees with such powers, from time to time as may be necessary.
  - 10.3.5 Generally, to execute any legal act on behalf of the WCPKA, thus doing all that is necessary for the fulfilment of the objectives of the WCPKA, provided that such act is not contrary to the constitution or any instruction of the General Council.
- 10.4 The Executive Committee (EXCO) shall be the implementation and executing arm of the WCPKA and shall be charged with overall responsibility for the management of the affairs of the WCPKA.
- 10.5 No member of the EXCO who had any direct or indirect interest in or who would benefit from any contract to be entered into between the WCPKA and a third party, shall be present at the meeting at which such contract is considered, debated and decided. Any type of conflict of interest must be declared.



- 10.6 The EXCO shall meet at least once every quarter and whenever else as may be necessary upon proper notice being given of such meeting, being not less than 7 (seven) days, to all members entitled to be present there at.
- 10.7 A simple majority (50% plus one) shall be sufficient to carry any decision of the EXCO
- 10.8 Any member in the EXCO may nominate any eligible person to be elected for office.
- 10.9 Nominations for the election shall be submitted in writing to the General Secretary at least 30(thirty) days prior to the election.
- 10.10 A nomination form, to be valid, should contain:
  - 10.10.1 the full name of the candidate.
  - 10.10.2 the position for which he or she is nominated
  - 10.10.3 the name of the proposer together with a brief background of the nominee
- 10.11 The signature of the person signifying his or her acceptance of the nomination
- 10.12 All nominations not in compliance with the provisions of the section, shall be deemed to be in-valid
- 10.13 All nominations for election shall be sent to all members by the Secretary General to be received by them at a least 10(ten) days prior to the date of election.

## **11. AUTONOMY OF MEMBERS**

- 11.1 Whilst the district members have autonomy, they must still abide by the guidelines and rules of the governing body which is WCPKA

## **12. AFFILIATION**

- 12.1 The WCPKA shall affiliate to the Western Cape provincial Sports Confederation and SAKA as a Provincial Structure.
- 12.2 The WCPKA may not affiliate to any other kickboxing structures other than that of SAKA, Nationally and WAKO internationally.
- 12.3 Regardless of any affiliation the WCPKA will remain an association with its own goals and powers

## **13. VACANCIES IN THE EXECUTIVE COMMITTEE**

- 13.1 In the event of any vacancy occurring in the EXCO, the vacancy shall be filled by the EXCO and ratified at a subsequent meeting of the General Council for the remainder of the term of office of the EXCO



- 13.2 In the event of the said appointment not being ratified by the General Council, the provisions of section 10 par 10.11-10.14 shall apply mutatis mutandis at the said meeting.

#### **14. MEETINGS, VOTING SYSTEM AND PROCEDURES**

Notice of the date, time, and place for the holding of any meeting of the WCPKA shall be given in writing to all member their registered email address as appearing in the records of the WCPKA within the limits as provided for herein.

##### **EXECUTIVE MEETING**

- 14.1 the quorum for meetings of the EXCO shall be 50% plus 1 (one) of its members
- 14.2 The President shall convene all EXCO meetings through the Secretary.

##### **GENERAL COUNCIL MEETINGS**

- 14.3 Members under section 7.1 shall be represented by 2 (two) delegates.
- 14.4 The General Council shall meet at least twice per year.
- 14.5 Audited financial statements shall be presented by the Treasurer at the General Council meeting
- 14.6 General Council Meetings of the WCPKA shall be convened by the President on at least 30(thirty) days written notice to each member entitled to be present threat;
- 14.7 The quorum at a General Council Meeting shall be 50% plus one of all registered members plus 1 (one) of those members entitled to be present at such meeting.
- 14.8 In the event of a lack of a quorum after 30(thirty) minutes of the scheduled starting time of such meeting, the chairperson of the said meeting shall adjourn the meeting for a period not exceeding 14(fourteen) days. At the adjourned meeting, the members present shall constitute a quorum; decisions taken at such a meeting shall be binding

##### **ANNUAL GENERAL MEETING (AGM)**

- 14.9 All executive members to be present.
- 14.10 Members under section 7.1 shall be represented by 2 (two) delegates
- 14.11 The AGM must take place annually before the month of April of the next year



- 14.12 Only Agenda points to be discussed at the AGM must reach the office of the Secretary-General no later than 14 days before said AGM
- 14.13 Notifications to members must be distributed at least 30 (thirty) days before said AGM

#### **SPECIAL GENERAL MEETINGS:**

- 14.14 Upon the written request of at least 50% (fifty percent) of the members of the WCPKA, the President shall convene a Special General Meeting, within a period of 15(fifteen) days of receipt of such request, for the purpose of considering the business contained in such request
- 14.15 The President may, with the approval of the EXCO, convene a Special General Meeting to transact such business as he or she, in his or her discretion deems necessary and expedient.

#### **VOTING**

- 14.16 Voting for the election of office bearers in the case of temporary vacancy and for AGM purposes, the process as stipulated in para 10.10-10.14
- 14.17 A simple majority of votes shall be sufficient and legally valid to elect or declare the nomination of any individual member to office.
- 14.18 A declaration by the Chairperson of the meeting or electoral officer (in the case of elections) of the results of the show of hands, shall be conclusive
- 14.19 Members of the EXCO shall have a deliberate vote in all meetings except at elective AGMs.
- 14.20 Member Districts have 1 (one) vote at all meetings including that of the AGM.
- 14.21 Voting in all meetings, including that of elections shall be by a show of hands
- 14.22 Any persons employed by die WCPKA shall have no voting right.
- 14.23 In case of a tie for voting of office bearer, members will revote. Should the revote be a tie again, then the chair of the particular meeting will have the residing vote. At General Council, the President will have the casting vote.



## **15. COLOURS AND EMBLEM**

- 15.1 The WCPKA shall ensure the promotion of the maintenance of a high standard by its members in awarding Provincial Colours.
- 15.2 In Conjunction with the various District Sport Council within the Western Cape, the WCPKA member Districts shall form a colours committee. This Committee shall control the design, form and awarding of any colours and/or emblem registered by the specific District, restrain the unlawful and unauthorised use thereof and take disciplinary or other action in respect of any such unlawful use of the emblem or colours registered by the District.

## **16. FINANCE**

- 16.1.1 The EXCO shall open and operate a bank account with a registered banking institution of the Republic of South Africa
- 16.1.2 The signatories to the said bank account shall be the President, Treasurer and Secretary General and the signatures of any 2 (two) shall be valid and binding on any negotiable instrument issued by the WCPKA.
- 16.1.3 The financial year of the WCPKA shall commence on the first day of March and end on the last day of February in each calendar year.
- 16.1.4 The Treasurer shall be responsible for keeping proper books of account, which shall record all monies received by the WCPKA and payments made on behalf of the WCPKA, and such books shall be reconciled regularly with the banking account of the WCPKA.
- 16.1.5 The Treasurer shall submit income and expenditure statements at all meetings of the WCPKA

## **17. AMENDMENT OF THE CONSTITUTION**

- 17.1.1 This constitution may be amended, rescinded, or altered at any Annual General Meeting or Special General Meeting of the WCPKA provided that
- 17.1.2 Notice has been given to the Secretary General in writing and that the meeting shall be called within 30 (thirty) days of receipt of such notice.
- 17.1.3 Such notice contains the nature and grounds of grounds of the amendment
- 17.1.4 A copy of such notice has been forwarded to each voting member, by the Secretary General, at least 15 (fifteen) days before the date of the meeting.



17.1.5 The said amendment is passed by a majority of two thirds at the said meeting.

17.1.6 In the event of any disputes over the meaning of any word, phrase or section of the constitution, the interpretation of the EXCO shall be final and binding.

## **18. CODE OF CONDUCT**

All members of the WCPKA shall conduct themselves in a manner that upholds the values and principles of and promotes the fulfilment of objectives of the WCPKA.

## **19. DISCIPLINE**

19.1.1 A separate disciplinary code and practice shall be annexed to this constitution and form part hereof.

19.1.2 Amendments to this disciplinary code will be attended to at EXCO level

19.1.3 Should an urgent need arise in any matter effect the smooth management of the WCPKA, the EXCO have the right to pass a bylaw, which must be ratified at the next General Meeting

## **20. DISSOLUTION**

20.1.1 the WCPKA may be dissolved if at least two thirds of the members present and voting at a General Meeting of members, convened for the purpose of considering such matter, are in favour of dissolution. Not less than 90(ninety) days notices shall be given of such meeting and the notice convening the meeting shall clearly state that the question of dissolution of the WCPKA and disposal of its assets will be considered

20.1.2 If there is no quorum at such a general meeting, the meeting shall stand adjourned for not less than 3 (three) weeks and the members attending such adjourned meeting constitute a quorum.

20.1.3 If upon dissolution of the WCPKA there remain any assets whatsoever after the satisfaction of all its debts and liabilities, such assets shall not be paid to or distributed among members of the WCPKA, but shall be given to such other organisation(s) preferably having similar objectives and which is/are authorised in terms of the Funding Raising Act, 1978 to collect contributions as may be decided either by the members at the General Meeting at which it was decided



to dissolve the WCPKA or, in default of such decision, as may be decided by the Director of Fund-Raising.

## 21. DISPUTE RESOLUTION

Appeals in any situation will be resolved at EXCO level, which is the highest authority in any appeal. The decision will be binding on all members. In any case where the conflict cannot be solved, the member may seek to appeal to the Western Cape Sort Arbitration Forum.

**H Pienaar (Mr)**

**DATE:** 19 October 2024

**PRESIDENT WESTERN CAPE PROVINCIAL KICKBOXING ASSOCIATION**

**A vd Merwe(Ms)**

**DATE:** 22 October 2024

**VICE-PRESIDENT WESTERN CAPE PROVINCIAL KICKBOXING ASSOCIATION**

**T Pienaar (Ms)**

**DATE:** 19 October 2024

**SECRETARY GENERAL WESTERN CAPE PROVINCIAL KICKBOXING ASSOCIATION**

**E Fourie(Ms)**

**DATE:** 17 October 2024

**TREASURER WESTERN CAPE PROVINCIAL KICKBOXING ASSOCIATION**

**R Van Romburgh (Mr)**

**DATE:** 25 October 2024

**DEVELOPMENT OFFICER WESTERN CAPE PROVINCIAL KICKBOXING ASSOCIATION**



**HOUSEHOLD RULES  
APPENDIX - I TO THE  
WCPKA CONSTITUTION**

**HOUSEHOLD RULES FOR THE WESTERN CAPE PROVINCIAL KICKBOXING ASSOCIATION**

1. The Western Cape Provincial Kickboxing Association will be able to do the following without referring to the Controlling Authority (SAKA).
  - 1.1 Compose sub-committees from the members of the Association to perform any specific task in the interest of the Association.
  - 1.2 Compensate any sundry expenses incurred by any executive member or office-bearer on behalf of the Association, on condition that prior approval or post factum authorization is granted by the Council; and the expenses incurred are to benefit the Association.



- 1.3 Authorize expenses for the entertainment of official guests as proposed by the Council. The expenses are not to exceed R500.00 per year.
  - 1.4 Purchase gifts and flowers proposed by the Association. No single gift or bouquet may exceed an amount of R300.00.
  - 1.5 Provide financial support according to the ability of the Association's funds to its members who represent South Africa or the WCPKA at one of the following levels below:
    - 1.5.1 Participating abroad not more than R1000.00.
    - 1.5.2 During participating against foreign teams/individuals within the borders of RSA not more than R500.00.
  - 1.6 Purchase trophies and medals to be awarded during WCPKA sport Awards function.
  - 1.7 Pay for the expenses that arise from the engraving of trophies awarded during the annual WCPKA Sport Awards Function.
2. The Western Cape Provincial Kickboxing Association's Executive has the power to award WCPKA Sport Colors in the following cases:
- 2.1 Athletes and officials who represent the Association in an official team event against another Provincial team (other than the National Championships) three (3) times.
  - 2.2 WCPKA administrators, who have no opportunity to officially represent the WCPKA, can be considered for this award after a satisfactory two-year term of service. WCPKA Colors may also be awarded on recommendation of the Association's Executive Committee.
  - 2.3 WCPKA Colors of Merit (Honorary) are awarded on the following conditions:
    - 2.3.1 To appointed patrons of the WCPKA on their appointment.
    - 2.3.2 To members of the Western Cape Provincial Kickboxing Association's Executive after completion of their term.
    - 2.3.3 To WCPKA Kickboxers who are chosen for a National or WCPKS team for participation against another country.
    - 2.3.4 To WCPKA administrators, after a satisfactory four (4) year term of service.
    - 2.3.5 To any member (internally or externally) who, according to the Association's Executive, made an exceptional contribution which enhanced the development of kickboxing within the Western Cape Province.



- 2.3.6 To athlete's that win World Championships
- 2.4 Applications for above awards with motivations must be addressed to the Association's Executive through the District Structures.
3. The Executive will have the power, after conferring with the Council, to do the following:
  - 3.1 Use the existing bank account of the Association and transfer such an account to any other bank subject to the Council's approval.
  - 3.2 Invest assets of the Association with any approved institution. Such investments will not exceed 30% of the value of the accrual account as of 1 January each year.
  - 3.3 The office-bearers will have the following powers:
    - 3.3.1 Electronic Transactions: The secretary/any executive member requesting any electronic transactions (EFT) must request approval from the Treasurer.
    - 3.3.2 The President may appoint any member of the Council to perform a specific task in the interest of the WCPKA.
  - 3.4 The President may appoint any member of the Council to perform a specific task in the interest of the WCPKA.
4. Membership fees will be as follows:
  - 4.1 District Membership Fees: Districts will pay the amount of R500.00 per annum at a date before or no later than 28 February each year as registration to the WCPKA for said year.
5. Ownership of Clubs: Members are allowed to establish more than one Club. In the event of such cases, individuals can appoint another person to manage his/her Clubs. However, written agreements must be forwarded to the Secretary General of the Association.

**CODE OF CONDUCT  
APPENDIX – II TO THE  
WCPKA CONSTITUTION**

**WESTERN CAPE PROVINCIAL KICKBOXING ASSOCIATION ATHLETE/NON-ATHLETE CODE OF CONDUCT**

Outlined below is the WCPKA's Code of Conduct. I understand that my compliance with the Code of Conduct is required for my participation in WCPKA events or any event where the WCPKA participates. I recognize that my participation in these events is an honor and a privilege. I also recognize that this Code of Conduct does not establish a complete set of rules that prescribes every aspect of appropriate behavior. Further I;

1. Will act in a manner consistent with the spirit of fair play and responsible conduct.
2. Will recognize, respect, and adhere to the authority of WCPKA appointed coaches and team captains or managers.



3. Will attend all team functions, that includes meetings, practices, press conferences, competition, etc. unless excused or otherwise instructed by the Team captain/manager or a WCPKA designee.
4. Will conform to WCPKA's dress and uniform requirements.
5. Will be within 2kge of my competition weight and maintain an appropriate level of fitness to promote optimal athletic performances.
6. Will make every effort to perform to the best of my abilities.
7. Will adhere to all curfews established by the team captain/manager or WCPKA designee.
8. Will refrain from the use of performance enhancing drugs, including, but not limited to tobacco and alcohol as stipulated by the Olympic Anti-Doping movement, South-African Anti-Doping Movement banned substance list as enforced, and will abide by the drug testing procedures of the South-African Anti-Doping Movement.
9. Will abide by the policies and rules established by the WCPKA.
10. Will respect my teammates, coaches, competitors, officials and spectators.
11. Will not engage, nor tolerate any form of verbal, physical, racial and sexual abuse.
12. Will refrain from profanity and derogatory language and or inappropriate behavior that would reflect negatively on myself and the WCPKA.
13. Will maintain a positive attitude and act in a way that will bring honor to myself, The Republic of South-Africa and the WCPKA.
14. Will remember that I am an ambassador for the WCPKA and our country South-Africa.

#### **DISCIPLINARY PROCEDURES AND PENALTIES**

15. Failure to comply with the Code of Conduct set forth in this document for the WCPKA may result in disciplinary action in accordance with the penalties outlined in this agreement or in the Constitution and Household Rules of the WCPKA.
16. Penalties could include:
  - a. Immediate dismissal from the team and return home at athlete's expense.
  - b. Withholding of a portion or all of any stipends received from WCPKA.
  - c. Suspension from all WCPKA activities for a specified time.
17. Violations requiring immediate action will be handled in accordance with the WCPKA Code of Conduct and or the Constitution and Household rules of the WCPKA.



18. Any appeal taken for disciplinary action rendered in an emergency hearing shall be to the WCPKA Executive Committee and will be conducted in accordance with the constitution and Household rules of the WCPKA.

19. I further undertake to refrain from discrimination on the basis of Race, Religion, Gender and Social Class.

**ACCEPTANCE**

20. I pledge to uphold the spirit of this Code of Conduct, which offers a general guide to my conduct as a participant in a WCPKA event. I agree to follow the WCPKA grievance procedure if I am charged with a violation of the Code. I have familiarized myself with the Code and understand that my acceptance of it, as signified by my signature below, is a condition of my membership in WCPKA activities.

Full Name : .....

Signature : .....

Date : .....

**COLOUR BOARD  
APPENDIX – III TO THE  
WCPKA CONSTITUTION**

**ADDENDUM B:  
CODE OF CONDUCT**

The CODE OF CONDUCT applies to all who participate in the Western Cape Provincial Kickboxing Arena. The WESTERN CAPE (WC) consists of the official recognized District Kickboxing Councils of Cape Town, Cape Winelands, Eden, Overberg and West Coast.

1. PARTICIPANTS are:

- Kickboxers
- Coaches
- Managers



- Any other officials
  - Any person or persons accompanying the team
- 2.1 Once Western Cape Colors are bestowed and accepted, all participants are bound by the CODE OF CONDUCT.
  - 2.2 Representing the Western Cape is an honor reserved for the selected and the ultimate honor would be victory.
  - 2.3 Participants are ambassadors of the Western Cape and as such must behave in an exemplary manner and must be a credit to the Western Cape.
  - 3.1 Guidelines have been compiled to serve as a broad criteria for all those involved in representative participation in order to ensure –
    - basic uniformity
    - group unity
    - discipline
    - friendly and comfortable disposition within the group or team
  - 3.2 Sport Federations within the WC must ensure that team management consists of seasoned and responsible adults who can provide the necessary guidance to young and or inexperienced team members, especially if participants are travelling for the first time.
  - 3.3 The WC Team is still bound to the code of conduct as per the constitution.
  - 3.4 Every participant shall, during all events and at all times while participating in the sports arena conduct themselves in a true sportsmanlike manner. These provisions apply to each participant's conduct while within the precincts of each venue or site of the tournament, including while travelling and while wearing the official colors.
    - 3.4.1 PUNCTUALITY must be adhered to.
    - 3.4.2 DRESS – must conform to the standards as set out by the Western Cape Provincial Kickboxing Colors Board. The official dress of the team should be worn at departure and arrival and at official receptions.
    - 3.4.3 LEAVING THE PREMISES OF THE SPORTS VENUE may only be allowed with the permission of the team management.
    - 3.4.4 CEREMONIES – Opening and Closing Ceremonies must be attended with due respect to all speakers and organizers.
    - 3.4.5 CONDUCT especially when travelling – bad language, rowdy behavior, singing of vulgar songs will not be permitted. Participants and persons accompanying the team must respect fellow travelers and must be well behaved in public places, at venues, towards staff or hosts and respect the persons and property of others.
    - 3.4.6 UNSPORTSMANLIKE CONDUCT – participants shall at all times conduct themselves in a sportsmanlike manner and give due regard to the authority of officials and the rights of opponents, spectators and others. If such violation occurs during an event (including a warm-up) the participants shall be subject to disciplinary action.



- 3.4.7 AUDIBLE OBSCENITY – participants may not use words commonly known and understood to be profane and uttered clearly and loudly enough to be heard by others. This would be considered a violation of the Code of Conduct.
- 3.4.8 VISIBLE OBSCENITY – participants may not make obscene gestures of any kind. This would also be considered a violation of the Code of Conduct.
- 3.4.9 VISIBLE OBSCENITIES on clothing or any equipment of participants or persons accompanying the participants would also be considered a violation of the Code of Conduct.
- 3.4.10 VERBAL ABUSE – participants and persons travelling with the team, shall not at any time directly or indirectly verbally abuse any official, opponent, sponsor, spectator or other persons while representing the Western Cape, while wearing the Western Cape Colors or while travelling with the Western Cape Team. Verbal abuse is defined as a statement about an official, opponent, sponsor, spectator or another person that implies dishonesty or is derogatory, insulting or otherwise abusive.
- 3.4.11 PHYSICAL AND SEXUAL ABUSE – participants or persons travelling with the team, may not at any time physically or sexually abuse any official, opponent, spectator, or other person. Physical and sexual abuse is the unauthorized touching of or sexual advances to an official, opponent, spectator, or any other person.
- 3.4.12 SUBSTANCE ABUSE – by participants and persons accompanying the team will be regarded as a violation of the Code of Conduct and can lead to disciplinary action.
- 3.4.13 DRUGS, and the use thereof, will not be tolerated. Subscription drugs must be checked for content. The WADA code will apply and must be adhered to.
- 3.4.14 ALCOHOL abuse will not be permitted.
- 3.4.15 TOBACCO use while wearing Western Cape Colors will not be permitted.

#### **4. DISCIPLINARY ACTION**

- 4.1 Any disciplinary action taken by a District Sport Federation must be reported to the Western Cape Colors Boards.
- 4.2 The Western Cape Colors Board reserves the right to convene and implement:
  - 4.2.1 A Disciplinary hearing
  - 4.2.2 The sanctioning of Athletes
  - 4.2.3 The withdrawal of Western Cape Colors
  - 4.2.4 The Revision of the outcomes of the disciplinary action as per 4.1.

#### **5. DISCIPLINARY HEARING**

- 5.1 If the Code of Conduct is infringed, disciplinary steps, in the discretion of the District Kickboxing Council and the Western Cape Provincial Kickboxing Colors Board may be taken against such participant.



- 5.2 A participant must be sanctioned on violation of any grounds appearing under any items as set out above in the Code of Conduct.
- 5.3 The Western Cape Provincial Kickboxing Colors Board reserves the right to withdraw Western Cape Colors which have been awarded to any participant, on any violation of the Code of Conduct.
- 5.4 The Western Cape Colors Board reserves the right to revise the outcome of any Disciplinary Action taken by any District Kickboxing Council relating to a Code of Conduct violation.

## **6. LOGGING OF COMPLAINTS**

### **6.1 PROCEDURE ON LODGING OF COMPLAINTS**

- 6.1.1 Step 1: A participant or other party must lodge a complaint with their District Kickboxing Council. The District Kickboxing Council must inform the Western Cape Provincial Colors Board.
- 6.1.2 Step 2: If no satisfactory decision is reached the participant or other party may lodge a complaint with the WCPKA Colors Board.
- 6.1.3 Step 3: If the matter is still not satisfactorily settled, the participant or other party may lodge a complaint with the Western Cape Provincial Sport Council.