



## Constitution of the Professional Culling Operators Association of South Africa

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## **CHAPTER ONE: (DEFINITION OF TERMS, NAME AND STATUS)**

### **1. Definition of Terms**

“**Financial year**” of the Association is from 01 March to 28 (29) February.

“**Standing Orders**” comprise the Rules, Code of Conduct, Disciplinary Procedure, Regulations and policy documents that the Committee may approve from time to time.

“**Management Report**” is the Chairpersons report that is submitted to members of the PCOASA Committee once a year which includes and discusses the activities of the Association for the past financial year.

“**Disciplinary Procedure**” Comprises the rules and procedures that guide any action against a member of PCOASA who transgress any industry- and or PCOASA related rules and or procedures.

“**Financial Report**” is the report of the audited financial statements of the Professional Culling Operators Association of South Africa that is submitted to the AGM every year.

“**Code of Conduct**” Describes the behavior and conduct as included in the Internal Rules, and all members are expected to adhere to and serve as a guideline for disciplinary action.

“**VPN**” refers to Veterinary Procedural Notices issued by the Department Agriculture in addition to the Meat Safety Act (Act 40 of 2000)

“**Current Legislation**” refers to all industry related legislation in the RSA.

“**Internal Rules**” refers to the rules and procedures determined by the Committee to execute the conditions of the Constitution and with the same validity as the Constitution.

“**Annual General Meeting**” is the ordinary meeting with all members of PCOASA and the Committee that is held once every year when and where as determined by the committee.

“**Membership fee**” the amount that a member must pay every year to be a member of the Professional Culling Operators Association of South Africa.

“**Paid-up member**” a member whose annual membership fee is paid in full or a member who has been exempted for whatever reason from payment of membership fees.

“**Person**” means a natural person.

“**Rules**” An established or prescribed standard for action or an authoritative principal for conduct in a specific kind of situation that governs the internal workings of an

organization or association, provided such rules are not in conflict with the PCOASA Constitution.

**“By-Laws”** is a rule or law established by an organization or association to regulate itself, as allowed or provided for by some higher authority, provided such rules are not in conflict with the PCOASA Constitution.

**“Arbitrator”** an independent person or body officially appointed to settle a dispute or differences, especially one formally empowered to examine the facts and decide the issue and to make a decision that ends a legal disagreement without it having to be solved in court.

**“Chairperson' Annual Report”** is the report that the Chairman submits to members of PCOASA at the AGM every year and which describes how the Executive Committee interpreted and executed the mission and objectives of the Association as mandated by the AGM.

**“Culling Operator”** is a person who participates actively in culling activities and who is registered with all industry related Departments according to their respective Provinces and is a paid-up member of PCOASA.

**“Client”** a person, company or Game Meat Establishment, duly registered with the appropriate authorities, making use of the services of a member or members of this Association in order to procure, source or purchase partially dressed game carcass' with the aim to process and retail or wholesale products derived from this action.

**“Game Meat Examiner / Inspector”** is a person who completed the necessary training at an accredited training supplier successfully and is registered at the Department Agriculture in any of the respective provinces.

**“Registration Fee”** is the once-off amount that a person pays when joining the Association.

**“Membership Fee”** is the yearly amount a person pays to stay an active member of the association, PCOASA

**“Responsible Culling”** represents culling that adheres to the norms, regulations and restrictions as laid down by the Department Nature Conservation and include adherence to all restricted activities and methods permitted and conditions applicable.

**“Association”** is the Professional Culling Operators Association of South Africa - PCOASA

**“Legal Culling Gear and Methods”** refers to all legal equipment and methods that can be used in the responsible culling of game as described in an Ordinary Permit issued by the Department Nature Conservation and may differ from province to province and include the use of the following:

- Use of Vehicles.
- Use of Aircraft.
- Use of Artificial Light.
- Use of Licensed weapons.
- Use of a weapon of 5.56mm (.22 inches)
- Use of a Shotgun.
- Use of a self-loading rifle.
- Use of a Boma.
- Use of a silenced weapon.
- Culling during the night.

## **2. Name**

The name of the Association is the Professional Culling Operators Association of South Africa.

## **3. Logo and Colours**

The Committee determines the logo and colours of the Association.

## **4. Legal Status**

The Association is a legal persona -

- with its own assets and liabilities;
- that exists totally independently from its members now and shall do so in the future; and
- without any financial benefit to or for its members.

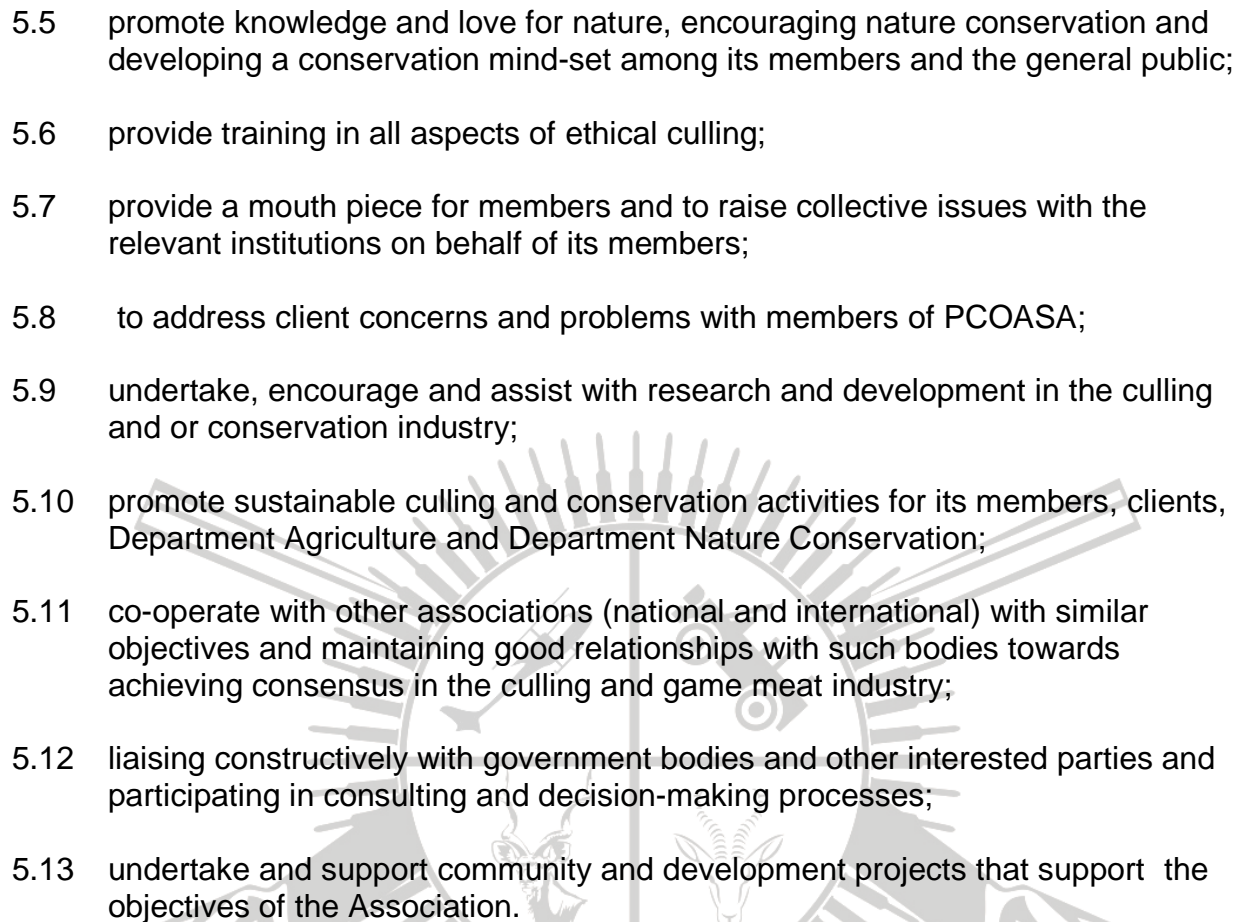
## **CHAPTER TWO: OBJECTIVES, AUTHORITY AND TAX**

### **5. Objectives**

The main objectives of the Association are to promote and protect the interests of culling operators, Game farmers, Game Abattoirs and Meat Establishments of South Africa (GAME SA), Department Nature Conservation, Department Agriculture, the Consumer and to provide a service to all, by:

- 5.1 promoting and encouraging responsible culling as an essential part of sustainable use and a game management tool in South Africa;
- 5.2 promoting responsible firearm ownership in terms of the relevant legislation;
- 5.3 representing a positive image of culling, culling operators and GAME SA;
- 5.4 promote and establish recognition for culling operators as an occupation;



- 
- 5.5 promote knowledge and love for nature, encouraging nature conservation and developing a conservation mind-set among its members and the general public;
  - 5.6 provide training in all aspects of ethical culling;
  - 5.7 provide a mouth piece for members and to raise collective issues with the relevant institutions on behalf of its members;
  - 5.8 to address client concerns and problems with members of PCOASA;
  - 5.9 undertake, encourage and assist with research and development in the culling and or conservation industry;
  - 5.10 promote sustainable culling and conservation activities for its members, clients, Department Agriculture and Department Nature Conservation;
  - 5.11 co-operate with other associations (national and international) with similar objectives and maintaining good relationships with such bodies towards achieving consensus in the culling and game meat industry;
  - 5.12 liaising constructively with government bodies and other interested parties and participating in consulting and decision-making processes;
  - 5.13 undertake and support community and development projects that support the objectives of the Association.

## **6. Authority**

- 6.1 The Association has the legal authority and abilities of a natural persona, except in instances where:
  - 6.1.1 a legal persona is by nature unable to have or exercise such authority, or
  - 6.1.2 the Constitution determines otherwise.
- 6.2 The Association is authorized in terms of its accreditation with GAME SA to register its members that meet the relevant requirements as “Professional Culling Operators” or “Clients” in terms of the Meat Safety Act, Act 40 of 2000 and the VPN (as amended from time to time) and its regulations;

## **7. Tax**

In terms of complying with the conditions under which the Association obtained tax exemption in accordance with section 10(1)(d)(1v)(bb) of the Income Tax Act, Act 58 of 1962 (as amended), the following provisions apply:

- 7.1 Three members of the Committee, not family related to one another, must accept fiduciary responsibility for the funds and assets of the Association.
- 7.2 No single person may control the decision-making authority, directly or indirectly of the Association.
- 7.3 The Association may not distribute, directly or indirectly, any funds or assets to any person other than in the process of promoting its objectives.
- 7.4 The Association is compelled to utilize all its funds exclusively for the main objectives of the Association.
- 7.5 Materially all activities of the Association must be directed at promoting its main objectives and not for the specific benefit of an individual member or a minority group.
- 7.6 The Association may not have or obtain a share or an interest in any of its members' businesses or professional activities.
- 7.7 The Association may not pay any employee, official, member or any other person an amount, as described in the Fourth Schedule of the Income Tax Act that is deemed excessive compared to reasonable payment for delivering a service to the sector.
- 7.8 Materially, the Association must receive all its funds from its annual membership fees or from grants by local, provincial and national government structures or industry related enterprises.
- 7.9 Should the Association dissolve, it must transfer its assets to:
  - 7.9.1 another entity that has been approved by the commissioner in terms of Section 30B of the Income Tax Act;
  - 7.9.2 a public welfare organization approved in terms of Section 30;
  - 7.9.3 an institution, board or body that is exempt from tax in terms of Section 10(1)(ca)(i); or
  - 7.9.4 local, provincial or national government structures.
- 7.10 Persons with accepted fiduciary responsibility of funds and assets of the Association (as described in par 7.1 above), must submit any amendments to the Constitution in writing to the Commissioner and members of the Association within 30 days;
- 7.11 The Association must comply with the reporting requirements as determined by the Commissioner from time to time; and

7.12 The Association may not knowingly or without its knowledge be involved in an inadmissible tax avoidance arrangement as described in Part IIA, Chapter III of the Income Tax Act or of a transaction, action or scheme as described in article 103(5) of the Income Tax Act.

## **CHAPTER THREE: MEMBERSHIP**

### **8. Membership**

The Association's membership is voluntary and any person who is a South African citizen or a permanent resident in South Africa may apply for membership as Culler or Client if he / she comply with the criteria as described in the application form applicable to the different types of membership as set out below:

#### **8.1 Types of Membership**

8.1.1 Culling Operator

8.1.2 Client

#### **8.2 Application Requirement criteria for Culling Operators:**

- written acceptance of the objectives and constitution of the Association;
- at least 18 years old;
- a South African citizen or a permanent resident in South Africa;
- paid the relevant membership - and registration fee (Once off);
- completed, signed and submitted the application form;
- supply proof of membership from an accredited hunting association;
- supply proof of registration with the Department Agriculture;
- supply proof of registration with the Department Nature Conservation;
- supply proof that he / she is competent with regards to the Firearms Control Act;
- supply proof that he / she is a valid firearms license holder;
- supply a SAPS Clearance certificate date stamped with his / her application;
- supply at least three (3) reference letters from current clients; and
- an additional three (3) references of your clients. (Name & Tel No or Cell nr)

#### **8.3 Application Requirement criteria for Clients:**

- written acceptance of the objectives and constitution of the Association;
- at least 18 years old;
- a South African citizen or a permanent resident in South Africa, certified copy of Id document / card or passport to be supplied;
- paid the relevant membership - and registration fee (Once off);
- completed, signed and submitted the application form;
- supply proof of registration with GAME SA (Game Abattoirs and Meat Establishments of South Africa);



- supply proof of registration with the Department Agriculture as a Registered facility;
- supply proof of registration with the Department Nature Conservation to trade in Game Meat products where applicable;
- supply proof of registration to trade in meat products, Certificate of Acceptability;
- supply a copy of CIPC documents;
- supply a SAPS Clearance certificate date stamped with his / her application;

**The Committee may reject any application for membership if it believes that:**

- the applicant does not fully meet the formal criteria to apply for membership;
- the applicant was found guilty in a Court of law on a conservation related offence;
- the applicant was found guilty in a Court of law on any meat safety related offence;
- the applicant's previous conduct may bring the Association's name in disrepute;
- the applicant's motive for applying for membership is dishonest or under suspicion.

**All members of the Association:**

- may vote in all management structures of the Association of which they are members, only if membership is paid in full.
- are entitled to all rights and privileges emanating from membership of the Association as described in the Constitution.

**9. Registration and Membership fees**

- 9.1 Every person who joins the Association must pay a registration fee. The Committee determines the amount of the registration fee.
- 9.2 Every member of the Association must pay a yearly membership fee. The Committee determines the amount and the date when the fee is payable.
- 9.3 Membership is valid for twelve calendar months from date of approval and new applications will pay a prorated amount for the remaining period towards year end, but exclude the once off registration amount to be paid in full.

**10. Termination of membership**

- 10.1 A member may terminate his / her membership of the Association in writing to the national office of the Association. Membership will terminate on receipt of the letter of resignation.
- 10.2 The Committee may terminate a person's membership:
- 10.2.1 if his / her membership fees have been outstanding for two months (or a longer period as allowed by the Committee) after the due date; and

10.2.2 in terms of disciplinary procedures as described in the Constitution and the Rules.

10.3 Membership of a Committee or Associate member may be terminated:

10.3.1 when the member gives written notice;

10.3.2 when the Committee cancels the membership by means of a written notice should the member not meet his financial obligation towards the Association. The Committee may cancel such membership if it is deemed undesirable owing to a conflict of interests, or if the member's conduct is in conflict with the objectives of the Association or deemed unacceptable by the Committee.

10.3.3 if any member of the Association is not satisfied with the outcome with reference to paragraph 10.3.2 he / she may follow the appeal procedure of the Association.

10.4 A member whose membership has been terminated:

10.4.1 will forfeit all membership and other fees that have been paid to the Association prior to the termination;

10.4.2 must return any property of the Association that he / she might have in their possession; and

10.4.3 will remain liable for the payment of all outstanding fees owed to the Association prior to his / her termination of membership.

## **CHAPTER FOUR: GOVERNANCE STRUCTURES AND STANDING ORDERS**

### **11. Governance structures**

11.1 The Association includes the following governance structures:

11.1.1 The Committee

11.1.2 The Disciplinary Council

11.2 Every member of management fills a position of confidentiality within the Association and has a fiduciary responsibility towards the Association.

11.3 The governing bodies give strategic leadership to the Association and its staff and handle the day to day management of the Association.

## **12. Standing Orders**

12.1 The following Standing Orders regulate the activities, authority and actions of the Association, its governance structures, staff and members:

12.1.1 The Rules and By-laws;

12.1.2 The Code of Conduct;

12.1.3 The Disciplinary Code and Appeal Procedure;

12.1.4 Policy documents issued by the Committee from time to time.

12.2 The Rules and By-laws consist of conditions in terms of:

12.2.1 the functions, actions and procedures of governance structures, officials and employees of the Association;

12.2.2 the financial and administrative management of the Association;

12.2.3 affairs which should be dealt with in terms of the Constitution, Rules and the By-Laws; and

12.2.4 affairs that is essential to the proper functioning of the Association that is not provided for in the Constitution.

12.2.5 The Association in General meeting shall have the power from time to time to make rules and by-laws for the conduct of the Association's affairs, provided such rule, by-laws and conditions are not in conflict with this Constitution. The authority may in part or in whole be delegated to a working committee at the entire discretion of the Association in General meeting or Special General Meeting of the Association before such rules and by-laws will be in force and come into effect.

12.2.6 A copy of this Constitution and of the rules and by-laws and of any additions or amendments thereto shall be supplied to each member. Failure to supply any member with aforementioned shall not invalidate any decision of a General Meeting.

12.2.7 The members of the Association shall decide upon all questions relating to the interpretation of this Constitution. All such interpretations may be submitted to the next General Meeting for confirmation, rejection, amendment or appeal. In the event of a dispute, regarding the interpretation of the Constitution, the members in the meeting shall have the right to subject the matter to arbitration. The interpretation of the Arbiter shall be final.

- 12.2.8 In resolving disputes, the Chairperson shall not have a decisive vote and a majority vote will be needed. If no majority can be achieved, the matter will be referred to an Arbitrator.
- 12.3 The Code of Conduct comprises norms for the behavior of members in terms of the Association's objectives and activities, and provisions regarding responsible culling.
- 12.4 The Disciplinary Code comprises directives on disciplinary steps against members, sanctions that may be applied and termination of membership.
- 12.5 The Standing Orders should not be in conflict with the Constitution. Should a conflict arise between the Constitution and the Standing Orders, the Constitution will override the Standing Orders.
- 12.6 The Standing Orders are binding on all governance structures, officials, staff and members of the Association.

## **CHAPTER FIVE: THE COMMITTEE**

### **13. The Composition of the Committee**

13.1 Composition of the Committee comprises of the following elected members:

- Chairperson
- Vice Chairperson - Chairperson of the Disciplinary Council
- Treasurer / Secretary
- Co-opt Member 1
- Co-opt Member 2

13.2 Nominations and Election of the Committee

13.2.1 Nominations for elected members of the Committee must be submitted in writing on two (2) predetermined media platforms as prescribed in the Rules and all nominations must be seconded by one (1) or more members of the Association.

13.2.2 all persons nominated for election to provide a short CV to all members of the Association on two (2) predetermined media platforms as prescribed in the Rules.

13.2.3 All members of the Committee are elected individually by PCOASA members during the yearly AGM according to procedures prescribed in the Rules and a majority vote of the members present and or by proxy at the AGM in favor of such a nomination is required and voting will be by means of ballot and include proxy votes.

### 13.3 Declaration of Interests

All members of the Committee and persons nominated to be elected as Committee members, shall submit written declarations to the Chairperson of all and any interests that they may have in any organizations or association of which the activities or objectives are in conflict with, or similar to the activities and objectives of the Association.

### 13.4 Terms of Office of Committee Members

13.4.1 The terms of office of an elected member of the Committee starts at his / her election at the AGM and ends at the following AGM.

13.4.2 Any elected member of the Committee may serve any amount of full terms of office when elected at the AGM, except for the Chairperson who may not serve more than three (3) consecutive terms of office.

### 13.5 Interim Vacancies

13.5.1 Should the position for Chairperson become vacant before the end of his / her term, the Vice Chairperson shall assume that position and the Committee shall elect one of the Co-opted members for the position of Vice Chairperson.

13.5.2 Should the position of Vice Chairperson become vacant before the end of his / her term, the Committee will elect one of the Co-opted members for the position of Vice Chairperson.

13.5.3 Should the portfolio of one of the remaining three (3) committee members become vacant before the end of his / her term, the Committee shall Co-opt a member of the Association to fill that portfolio until the next AGM.

### 13.6 Responsibilities of the Committee:

13.6.1 The Committee is the first level of governance in the Association and is fully responsible for effective, correct and cost-effective management of the Association.

13.6.2 The Committee determines and implements the necessary policies, strategies, actions and procedures towards achieving the objectives of the Association.

13.6.3 The Committee drafts Standing Orders for the effective functioning of the Association. Standing Orders may not contradict the Constitution.



- 13.6.4 The Rules and any amendment thereto, come into effect once approved by the AGM and the elected Board.
- 13.6.5 The Committee determines and authorizes all legal actions that other governance structures may execute on behalf of the Association.
- 13.6.6 The Committee ensures that a financial budget for every financial year is drawn up and implemented.
- 13.6.7 The Committee determines the rights and responsibilities associated with membership of the Association, as well as all registration- and membership fees.
- 13.6.8 The Committee promotes the extension of membership and the appointment of Provincial representatives to assist the Committee should the need arise.
- 13.6.9 The Committee appoints a Disciplinary Council and Chief Disciplinary Officer for the Association to handle all matters relating to the contravention of the Association' Constitution, Code of Conduct, Aims and Objectives, rules, regulations and or any instruction issued from or on behalf of the Committee by a member of this Association.
- 13.6.10 The Committee gives strategic direction to other governance structures and the members of the Association.
- 13.7 Authority and Powers of the Committee
- 13.7.1 The Committee is authorized to exercise any legal actions on behalf of the Association, unless otherwise determined in the Constitution.
- 13.7.2 In terms of the Constitution, the Committee may delegate responsibilities to a governing body, Committee of the Association, staff member or a member of the Association, except the authority:
- 13.7.2.1 to co-opt persons as members of the Committee; and
- 13.7.2.2 to draft standing orders for the Association. Delegating responsibilities may be conditional or unconditional. The Committee retains all its responsibilities and authority of delegated functions and may amend or retract these.
- 13.7.3 The Committee may appoint committees, task teams and individuals to perform specific tasks, advice and assist the Committee towards meeting its responsibilities.

13.7.4 The Committee may terminate a Committee member's membership in accordance with the procedures as prescribed in the Rules on condition that a majority of the voting Committee members vote in favor of such a decision.

### 13.8 Meetings of the Committee

13.8.1 The Committee will meet at least two (2) times per annum on a date and venue as determined by the Chairperson; and

13.8.2 under chairmanship of the Chairperson, or in his absence, the Vice Chairperson.

13.8.3 All and any meetings must be duly minuted.

## **14. Management of the Association**

14.1 The Committee manages the day to day activities of the Association and retains overall responsibility for the management of the Association.

14.2 The Chairperson may appoint other staff members as required from time to time to assist members of the Committee to reach certain objectives of the Association.

## **CHAPTER SIX: THE DISCIPLINARY COUNCIL**

### **15. The Disciplinary Council**

15.1 Composition of Disciplinary Council:

Chaired by the Vice Chairperson and comprise of a panel, representative of the Association as determined by the Committee.

15.2 Functions of the Disciplinary Council:

The Disciplinary Council is a discussion forum where members of the Committee meet with a member or members of the Association that contravened any legislation, to determine;

15.2.1 the severity of the contravention; and

15.2.2 the adequate action and or punishment with regards to the contravention.

### 15.3 Meetings of the Disciplinary Council:

15.3.1 The Disciplinary Council will meet as the need arise to address all matters relating to discipline and assist the Committee with the draft and or revision of the Rules and By-Laws as and when needed.

15.3.2 All disciplinary meetings and or hearings must be duly minuted.

## **CHAPTER SEVEN: FINANCIAL AND ADMINISTRATIVE MANAGEMENT**

### **16. Financial and Administrative Management**

#### 16.1 Responsibility for Financial and Administrative Management.

The Committee is ultimately responsible for the administrative and financial management of the Association, but the day to day management resides with the Vice Chairperson and the Treasurer / Secretary of the Association.

#### 16.2 Financial Reporting:

16.2.1 Financial reporting is done according to generally accepted accounting principles (GAAP).

16.2.2 The Treasurer submits monthly accounting statements to the Vice Chairperson of the Committee.

16.2.3 The Committee draws up comprehensive accounting statements of the financial status of the Association for every financial year for auditing by the Association's appointed auditors.

16.2.4 The Committee submits audited annual financial statements of the preceding financial year to the AGM.

16.2.5 Ordinary members of the Association may have access to the audited statements of the Association as described in the Rules.

#### 16.3 Auditors:

16.3.1 The Committee appoints an Audit Firm for the Association, as proposed and elected at the AGM.

16.3.2 Should the appointed auditors terminate their services for whatever reason, the Committee may appoint another auditor for this purpose until the next AGM.

#### 16.4 Signing Authority:

The Rules describe the authority by which persons may sign contracts, negotiable documents, documents to institute law suits, powers of attorney, and other legal documents. A Committee decision may also determine signing authority.

#### 16.5 Procurement, Disposal of and Encumbrance of Assets:

16.5.1 Procurement, disposal and encumbrance of fixed assets may only be undertaken by the Committee, and by no other governing structure and must be duly minuted and approved by the Committee and with all members of the Committee present.

16.5.2 The relevant administrative rules include instructions on the authority of governing structures to conduct financial transactions:

16.5.2.1 that requires pre-authorization by the Committee;

16.5.2.2 that relevant governance structures may conduct without prior authorization; and

16.5.2.3 that may be delegated to staff members in writing.

16.5.3 No governing structure or staff member may conduct a financial transaction on behalf of the Association, unless:

16.5.3.1 it has been approved by the Committee; or

16.5.3.2 authorized to do so in terms of the Constitution or Standing Orders; or

16.5.4 it has been delegated to the relevant governing structure in writing.

### **CHAPTER EIGHT: DISCIPLINE**

#### **17. Discipline**

##### 17.1 Disciplinary Steps against Members:

###### 17.1.1 Conduct by a member:

17.1.1.1 that is in conflict with the Constitution, the Rules, By-laws or the Code of Conduct; or

17.1.1.2 contravention of any relevant legislation; or

17.1.1.3 that damages the reputation and objectives of the Association, its members, Department Agriculture, Department Nature Conservation, GAME SA and or a related stake holder industry;

17.1.1.4or, that acts improper, dishonest or shameful.

17.1.2 Any member of the Association may recommend to the Committee that disciplinary steps be taken against a member(s) of the Association and must be submitted in writing a sworn affidavit and addressed to the Vice Chairperson.

17.1.3 The Committee of its own accord, may decide to take disciplinary steps against any member of the Association, following receipt of a written complaint from any interested person or industry related entity, stating clearly the who, what, where and when.

17.1.4 The Disciplinary council may conduct disciplinary investigations against members according to the provisions of the Disciplinary Code.

17.1.5 When the Disciplinary council finds a member or members guilty of a disciplinary offence, the matter is referred to the Committee, together with a recommendation on sanction that should be imposed.

## 17.2 Sanctions

If a member is found guilty of a disciplinary offence, the Committee may impose any of the following sanctions:

17.2.1 reprimand the member;

17.2.2 suspend the member for a particular period;

17.2.3 dismiss the member as a member of a governing body in which he or she serve; or

17.2.4 disbar the person as a member of the Association.

## 17.3 Suspension of Membership Pending a Disciplinary Investigation:

If a member is being accused of any serious disciplinary offence, the Committee may suspend a person's membership pending the outcome of a disciplinary hearing.

17.4 If a member(s) are found guilty, the Committee must report these member(s) to all relevant authorities.



## **CHAPTER NINE: AMENDMENTS TO THE CONSTITUTION AND DISSOLUTION**

### **18. Amendments to the Constitution and Dissolution of the Association**

#### 18.1 Special Decision to Amend the Constitution or to Dissolve the Association:

The Committee, with a **two-third majority** of members present, may take a special decision to:

18.1.1 Amend the Constitution; or

18.1.2 Dissolve the Association.

#### 18.2 Procedural Requirements for Special Decisions:

The Rules describe procedures for submission of a proposal for a special decision, a notice to members for such a proposal, the wording of the notice and the proposal, and the decision-making process.

#### 18.3 Special Decision for Dissolving the Association:

A special decision to dissolve the Association must make provision for the transfer of the Association's assets, after its financial commitments have been met, to a particular entity or entities in one or more of the following categories:

18.3.1 Another entity approved by the Commissioner, in terms of Section 30B of the Income Tax Act and voted for by the members of the Association with a majority vote.

18.3.2 a public Benefit organization approved in terms of Section 30 and voted for by the members of the Association with a majority vote.

18.3.3 Paid to all paid up members of the Association on a prorate basis as determined by the Committee and voted for by the members of the Association with a majority vote.

**END**