

2017/18

**REGLEMENT P**

**REGULATION P**

**JUKSKEI SA**

**ONTWIKKELING**

**DEVELOPMENT**



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<b>1</b>	<b>DOEL</b>	<b>OBJECTIVE</b>
<b>1.1</b>	Die doel van die Jukskei SA Ontwikkelingskomitee (hierna bekend as JSA-OK) is die koördinerings- en bestuur van alle ontwikkelingsaangeleenthede en om ontwikkeling te bestuur tot voordeel van Jukskei.	The purpose of the Jukskei SA Development Committee (hereinafter referred to as JSA-DC) is the coordination and management of all development issues and to manage development to the benefit of Jukskei.
<b>2</b>	<b>REIKWYDTE VAN DIE JSA ONTWIKKELINGSKOMITEE</b>	<b>REACH OF THE JSA DEVELOPMENT COMMITTEE</b>
	JSA-OK is 'n volwaardige subkomitee van die Direksie van Jukskei Suid-Afrika (JSA-D) en is onderhewig aan die Statute van JSA.	JSA-DC is a full-fledged sub-committee of the Board of Jukskei South Africa (JSA-B) and is subject to the Statute of JSA.
<b>2.1</b>	JSA-OK bestuur:	JSA-DC manages:
<b>2.1.1</b>	alle aangeleenthede rakende ontwikkeling op Nasionale vlak.	All matters relating to development at National level.
<b>2.2</b>	Geaffilieerde Distrikte/Provinsies van Jukskei SA is lede van JSA-OK.	Affiliated Districts/Provinces of Jukskei SA are members of JSA-DC.
<b>3</b>	<b>FUNKSIES</b>	<b>FUNCTIONS</b>
	<b>JSA-OK sal die volgende funksies in die bestuur van Jukskei as sport vervul:</b>	JSA-DC will perform the following functions in the management of Jukskei as sports:
<b>3.1</b>	is verantwoordelik vir die koördinerings- en ontwikkeling van alle spelers ;	is responsible for coordinating development of all players;
<b>3.2</b>	bestuur alle sake rakende JSA ontwikkeling se funksies (oa werwing ontwikkelingsgeleenthede en inisiatiewe);	manages all matters relating to the functions of JSA development (e.g. recruitment, development opportunities and initiatives);
<b>3.3</b>	doen navorsing tov ontwikkeling en werwingsmetodes van sport en implementeer dit in Jukskei;	conducts research on development and recruitment methods of sports and implements them in Jukskei;
<b>3.4</b>	doen jaarliks verslag aan die Direksie van Jukskei SA.	Reports annually to the Board of Jukskei SA.
<b>4</b>	<b>BESTUUR</b>	<b>MANAGEMENT</b>
	a) Die Bestuur van die JSA-OK bestaan uit die volgende poste en die hele Bestuur dien vir 'n termyn van <b>drie (3) jaar</b> waarna alle Bestuurslede weer aangestel kan word.	a) The Management of the JSA-DC consists of the following posts and the entire Management serves for a term of <b>three (3) years</b> , after which all Management Members may be reappointed.
	b) Alle persone wat hulself beskikbaar stel moet geaffilieer wees by Jukskei SA, behalwe die Inheemse komponent wat na aanstelling geregistreer kan word by Jukskei SA	b) All persons who make themselves available must be affiliated with Jukskei SA, except for the Indigenous component that may be registered with Jukskei SA after appointment.
<b>4.1</b>	<b>Direkteur: Ontwikkeling wat aangewys word deur die President en twee Vice-Presidente van JSA.</b>	<b>Director: Development who is appointed by the President and two Vice-Presidents of JSA.</b>
	a) Hierdie persoon moet ten minste 'n Klubvlak Afrigter wees en oor bestuursvaardighede beskik om die komitee asook 'n Direksieportefeulje te bestuur.	a) This person must be at least a Club Level Coach and have the management skills to manage the committee as well as a Board portfolio.

4.2	<b>Ontwikkelingsbeampte Inheemse Spele wanneer nodig (Jukskei):</b> word deur die Direkteur Ontwikkeling aangestel.	<b>Development Official Indigenous Games when necessary (Jukskei):</b> is appointed by the Director Development.
	a) Hierdie persoon is verantwoordelik vir die koördinerings van ontwikkelingsgeleenthede en inisiatiewe vir die Inheemse komponent asook die algemene administrasie wat daarmee saam gaan.	a) This person is responsible for the coordination of development events and initiatives for the Indigenous component as well as the general administration that goes with it.
	b) Hierdie persoon moet oor die nodige afrigtingsvaardighede beskik en gereeld optree as Afrigter tydens Inheemse Spele en ontwikkelingsinisiatiewe.	b) This person must possess the necessary coaching skills and often act as Coach at Indigenous Games and development initiatives.
4.3	<b>Sekretariaat:</b> word deur die Direkteur Ontwikkeling aangestel sou daar 'n behoefte bestaan (nie verpligtend nie).	<b>Secretariat:</b> is appointed by the Director Development if there is a need (not mandatory).
	a) Voorts moet die persoon oor die nodige vaardighede en middele beskik om die administrasie en finansies van die Komitee te bestuur.	a) In addition, the person must have the necessary skills and resources to manage the administration and finances of the Committee.
4.4	<b>Vereistes van Bestuurslede</b>	<b>Requirements of Management Members</b>
4.4.1	Enige lid van die Bestuur wat vir meer as drie agtereenvolgende vergaderings, nadat daar behoorlik kennis gegee is, sonder grondige redes afwesig is van Bestuursvergaderings, se lidmaatskap van die Bestuur sal outomaties verval.	If any member of the Board is absent from management meetings for more than three consecutive meetings without good cause, after due notice was given, membership of the Committee shall automatically lapse.
4.4.2	Enige lid wat hul deur onbehoorlike gedrag, tot nadeel van die Komitee of JSA skuldig maak, se termyn/dienste kan onverwyld opgeskort word.	The term/services of any member found guilty by improper conduct, to the detriment of the Committee or JSA, will immediately be suspended.
4.5	<b>Aanstellingsprosedure</b>	<b>Appointment Procedure</b>
4.5.1	Skriftelike aansoeke vir bogenoemde ampte (Direkteur Ontwikkeling uitgesluit), behoorlik onderteken deur 'n Provinsie se President en Direkteur Administrasie en op die Komitee se amptelike nominasievorm, moet die Sekretariaat voor of op die afsnydatum soos deur die Sekretariaat bepaal, bereik.	Written applications for above mentioned positions (excluding Director Development), duly signed by a Province President and Director of Administration and on the Committee's official nomination form, should reach the Secretariat on or before the deadline set by the Secretariat.
4.5.2	Die aansoeke moet volledig gemotiveer en onderteken word deur die Provinsie wat die persoon nomineer.	The applications must be fully motivated and signed by the Province who nominates the person.
	<b>Opmerking 1:</b> Enige persoon wat hom bereid verklaar het om op die Bestuur te dien, moet 'n <b>geregistreerde Afrigter</b> van 'n geaffilieerde Provinsie wees, behalwe by die Inheemse spele en USSA komponent waar die persoon na die aanstelling geregistreer mag word.	<b>Note 1:</b> Any person who is willing to serve on the Management, must be a <b>registered Coach</b> of an affiliated Province, except for the Indigenous games and USSA component where the person may be registered after the appointment.
4.5.3	Slegs die Bestuur as liggaam (nie die individuele lede daarvan nie) en Provinsies wat voldoen aan die vereistes soos bepaal in die Statute van Jukskei SA mag	Only the Board as body (not the individual members) and Provinces that meet the requirements stipulated in the Statute of Jukskei SA may submit nominations.

	nominasies indien.	
4.5.4	Die Direkteur Ontwikkeling word deur die President en die twee Vice-Presidente van Jukskei SA aangestel.	The Director Development is appointed by the President and the two Vice-Presidents of Jukskei SA.
4.5.5	Die ander poste op die Bestuur sal volgens <b>Klousules 4.2 en 4.4</b> van hierdie Reglement aangestel word.	The other posts on the Committee will be appointed in accordance with <b>Clauses 4.2 and 4.4</b> of this Regulation.
	a) Alle aanstellings moet deur die Direksie van Jukskei SA gekondoneer word.	a) All appointments should be condoned by the Board of Jukskei SA.
4.5.6	Sou 'n vakature om welke rede ookal bestaan, behou die Direkteur die reg voor om 'n persoon te koöpteer ter vulling van die vakature tot en met die einde van die termyn.	Should a vacancy for whatever reason exist, the Director has the right to co-opt a person to fill the vacancy until the end of the term.
	a) So 'n aanstelling moet deur die Direksie van Jukskei SA gekondoneer word.	a) Such an appointment should be condoned by the Board of Jukskei SA.
4.5.7	Enige lid van die Bestuur mag net twee termyne van drie jaar in dieselfde pos dien.	Any member of the Committee may serve only two terms of three years in the same position.
4.5.8	Indien 'n geskikte persoon nie beskikbaar is nie sal die Direkteur in oorleg met ander lede van die Uitvoerende Bestuur van JSA persone nader om die pos te vul.	If a suitable person is not available the Director will, in consultation with other members of the Executive Committee of JSA, approach persons to fill the position.
	a) Alle aanstellings moet deur die Direksie van Jukskei SA gekondoneer word.	a) All appointments should be condoned by the Board of Jukskei SA.
	b) Die naam van die persoon sal dan aan die Provinsies versprei word.	b) The name of the person will then be distributed to the Provinces.
<b>5</b>	<b>SUBKOMITEES</b>	<b>SUB-COMMITTEES</b>
	Die JSA-OK het die volgende Subkomitee:	The JSA-DC has the following Sub-committee:
<b>5.1</b>	<b>Dagbestuur</b>	<b>Executive Committee</b>
	Die primêre doel van die Dagbestuur is om alle dag-tot-dag sake van die JSA-OK te bestuur.	The primary objective of the Executive Committee is to manage all day-to-day affairs of the JSA-DC.
5.1.1	Die Dagbestuur bestaan uit:	The Executive Committee consists of:
	a) die Direkteur	a) the Director
	b) die Sekretariaat (verwys <b>Klousule 4.3</b> )	b) the Secretariat (see <b>Clause 4.3</b> )
<b>6</b>	<b>SEKRETARIAAT</b>	<b>SECRETARIAT</b>
	Die Sekretariaat is die administratiewe kern van die JSA-OK en het die volgende verantwoordelikhede:	The Secretariat is the administrative centre of the JSA-DC and has the following responsibilities:
<b>6.1</b>	Samestelling, ontvangs en verspreiding van korrespondensie, kennisgewings, agendas en notules van vergaderings.	Composition, receipt and distribution of correspondence, notices, agendas and minutes of meetings.
<b>6.2</b>	Kennisgewing van die vergaderings moet ten minste <b>30 dae voor</b> die vergadering versprei word.	Notice of meetings must be distributed at least <b>30 days before</b> the meeting.
<b>6.3</b>	Versending van nominasievorms vir vakante poste wanneer van toepassing.	Forwarding of nomination forms for vacant posts when applicable.
<b>6.4</b>	Onderhouding van die databasis rakende ontwikkelingsinisiatiewe.	Observance of the database regarding development initiatives.

6.5	Skakel met JSA Akademie en JSA Afrigterskomitee vir die aanbied van Ontwikkelingsklinieke en inisiatiewe.	Liaise with JSA Academy and JSA Coaches Committee for hosting Development Clinics and initiatives.
6.6	Sorg dat al die eiendom van die JSA-OK op 'n bateregister verskyn by JSA.	Ensure that all the property of the JSA-DC appears on an asset register at JSA.
<b>7</b>	<b>VERGADERINGS</b>	<b>MEETINGS</b>
<b>7.1</b>	<b>Bestuursvergaderings</b>	<b>Management Meetings</b>
7.1.1	Vergaderings van die Bestuur sal deur die Sekretariaat, in oorleg met die Direkteur, op 'n tyd en plek geskeduleer word wanneer dit vir die meerderheid van die Bestuur gerieflik sal wees om die vergadering by te woon.	Meetings of the Committee shall be scheduled by the Secretariat, in consultation with the Director, at a time and place when it would be convenient for the majority of the Committee to attend the meeting.
7.1.2	'n Kworum vir 'n vergadering van die Bestuur sal uit twee lede bestaan.	A quorum for a meeting of the Committee shall consist of two members
7.13	Besluite van die Bestuur moet binne <b>21 dae</b> , nadat dit geneem is, aan die verskillende Provinsies, Raadskomitees, Uitvoerende Bestuur van Jukskei SA bekend gemaak word.	Decisions of the Committee shall be made known within <b>21 days</b> after they are taken, to the various Provinces, Board Committees, Executive Committee of Jukskei SA.
<b>8</b>	<b>ORGANISASIE EN WERKSAAMHEDE</b>	<b>ORGANIZATION AND ACTIVITIES</b>
<b>8.1</b>	<b>Werkzaamhede</b>	<b>Activities</b>
8.1.1	Behandeling van die volgende verslae: a) <u>Direkteursverslag</u> : Die Direkteur Ontwikkeling stel jaarliks 'n verslag van die werkzaamhede van die Komitee op wat aan die Direkteur Administrasie van Jukskei SA voorsien word vir insluiting in die Algemene Jaarvergaderingstukke van Jukskei SA.	Handling of the following reports: a) <u>Director's Report</u> : The Director Development annually compiles a report of the activities of the Committee which is provided to the Director of Administration of Jukskei SA for inclusion in the Annual General Meeting Pieces of Jukskei SA.
8.1.2	Behandeling van volgende punte: a) voorgestelde beskrywings-/besprekingspunte moet voor of op 'n datum soos deur die Direkteur Administrasie JSA versoek, ingedien word. b) sake wat in belang van die Komitee is; c) sake wat deur Jukskei SA se Direksie/Uitvoerende Bestuur/Algemene Jaarvergadering bestuur verwys is.	Handling of the following points: a) Proposed motions/discussion points must be submitted on or before a date as requested by the Director of Administration JSA. b) matters in the interest of the Committee; c) Matters referred by Jukskei SA's Board of Directors/Executive/Annual General Meeting.
<b>8.2</b>	<b>Prosedures</b>	<b>Procedures</b>
8.2.1	Die kworum van die Bestuursvergadering is twee lede.	The quorum of the Management Meeting shall be two members.
8.2.2	Alle beslissings van die Komitee geskied met 'n meerderheid van stemme van die lede teenwoordig. Stemming geskied deur die opsteek van hande, met dien verstande dat waar oor persone besluit moet word, per <b>geslote stembrief</b> gestem moet word.	All decisions of the Committee will be by a majority vote of the members present. Voting takes place by a show of hands, with the proviso that when persons are decided on, there is to be voted by <b>secret ballot</b> .
8.2.3	Die Direkteur het op alle vergaderings 'n beslissende, sowel as 'n gewone stem en hy moet by staking van stemme oor enige	The Director has at all meetings a casting, as well as a deliberative vote and shall cast his deciding vote when there is an equal

	voorstel, anders as by die verkiesing van 'n persoon, sy beslissende stem uitbring.	number of votes on any proposal other than the election of a person.
	a) In gevalle van staking van stemme waar persone verkies moet word, sal die lot gewerp word.	a) In cases of equality of votes where persons are to be elected, the lot will be cast.
8.2.4	Die notule van die Bestuursvergadering moet binne <b>een en twintig dae</b> , in ooreenstemming met vergaderingbesluite <b>Klousule 7.3.3</b> na afloop van die Bestuursvergadering aan die Distrikte/Provinsies uitgestuur word.	The minutes of the Management Meeting should be sent to the Districts/Provinces within <b>twenty one days</b> after the Meeting in accordance with meeting decisions <b>Clause 7.3.3</b> .
<b>9</b>	<b>VERSLAGDOENING</b>	<b>REPORTING</b>
<b>9.1</b>	Alle verslae en/of versoeke vanaf die Komitee na Provinsies en buite-instansies sal via die Sekretaris aan die Direkteur Administrasie gestuur word vir versending.	All reports and/or requests from the Committee to Provinces and outside organizations will be sent through the Secretary to the Director of Administration for distribution.
<b>9.2</b>	Ander korrespondensie soos bv interne skrywes tussen Bestuurslede moet via die sekretariaat geskied.	Other correspondence such as internal correspondence between Committee members should go through the secretariat.
<b>10</b>	<b>FINANSIES</b>	<b>FINANCE</b>
<b>10.1</b>	<b>Ontwikkelingsfooi</b>	<b>Development Fee</b>
	'n Foon sal jaarliks vasgestel word vir die aanbied van 'n Intreevlak Ontwikkelingskliniek wat net oor <b>een (1) dag</b> sal strek, tydens die Algemene Jaarvergadering van Jukskei SA.	A fee will be determined annually at the Annual General Meeting of Jukskei SA for the presentation of an Entry Level Development Clinic which will stretch over only <b>one (1) day</b> .
<b>10.2</b>	<b>Nasionale Ontwikkelingsfooi</b>	<b>National Development Fee</b>
	'n Foon sal jaarliks vasgestel word vir die aanbied van 'n Nasionale Ontwikkelingskliniek wat oor meer as <b>een (1) dag</b> sal strek tydens die Algemene Jaarvergadering van Jukskei SA.	A fee will be determined annually at the Annual General Meeting of Jukskei SA for the presentation of a National Development Clinic that will run for more than <b>one (1) day</b> .
<b>10.3</b>	<b>Fondse</b>	<b>Funds</b>
	Die algemene fondse van die Komitee word soos volg hanteer:	The general funds of the Committee shall be managed as follows:
10.3.1	Algemene fondse deur die Komitee ontvang, word in 'n rekening van Jukskei SA by 'n finansiële instelling wat deur die Algemene Jaarvergadering van Jukskei SA aangewys word, gedeponeer en deur die Bestuur van die JSA-OK beheer en aangewend.	General funds received by the Committee, are deposited in an account of Jukskei SA at a financial institution designated by the Annual General Meeting of Jukskei SA, and managed and used by the Management of the JSA-DC.
10.3.2	Uitbetalings word gedoen op die voorgeskrewe eisvorm van Jukskei SA, word deur die Direkteur van die JSA-OK geteken en aan Direkteur Administrasie van Jukskei SA gestuur.	Payments are made on the official claim form of Jukskei SA, is signed by the Director of the JSA-DC and sent to Director of Administration of Jukskei SA.
	a) Die Uitvoerende Bestuur sal dan die transaksie magtig en die betaling doen.	a) The Executive Committee will then authorize the transaction and make payment

	b) Die Direksie van Jukskei SA het die reg om transaksies wat na hulle mening nie volgens die begroting is nie te weier.	b) The Board of Jukskei SA has the right to refuse transactions which they think are not according to the budget.
10.3.3	Die Bestuur behartig JSA-OK se finansies ooreenkomstig 'n goedgekeurde begroting.	The Management manages JSA-DC's finances in accordance with an approved budget.
10.3.4	Die oudit ressorteer onder Jukskei SA.	The audit comes under Jukskei SA.
<b>10.4</b>	<b>State</b>	<b>Statements</b>
	Die finansiële state en die begroting van die komitee word tydens die Algemene Jaarvergadering van Jukskei SA hanteer.	The financial statements and the budget of the committee are dealt with at the Annual General Meeting of Jukskei SA.
<b>10.5</b>	<b>Begroting</b>	<b>Budget</b>
	Die volgende items sal staande uitgawes wees waarvoor begroot moet word:	The following items will be fixed expenses to be budgeted for:
10.5.1	Reiskostes, fasiliteringsfooie en dagtoelae soos deur JSA bepaal.	Travel costs, facilitation fees and day allowances as determined by JSA.
10.5.2	Word deur die Komitee betaal aan Bestuurslede wanneer van hulle verwag word om sekere verrigtinge by te woon.	Paid by the Committee to Committee Members when they are required to attend certain proceedings.
10.5.3	Honoraria - word betaal soos goedgekeur tydens die AJV van JSA.	Honoraria Fees - to be paid as approved by the AGM of JSA.
<b>11</b>	<b>VLAKKE ONTWIKKELING</b>	<b>LEVELS OF DEVELOPMENT</b>
<b>11.1</b>	Daar is hoofsaaklik vier vlakke van Ontwikkeling:	There are mainly four levels of Development:
11.1.1	Intreevlak	Entry level
11.1.2	Distrik/Provinsie vlak	District/Province level
11.1.3	Nasionalevlak	National Level
<b>11.2</b>	Die vereistes vir die onderskeie vlakke vir Ontwikkeling is soos aanvaar deur die Direksie van Jukskei SA.	The requirements for the different levels of development are as adopted by the Board of Jukskei SA.
<b>12</b>	<b>VERSOEKE VIR ONTWIKKELING</b>	<b>REQUESTS FOR DEVELOPMENT</b>
	Alle Ontwikkeling word in samewerking met JSA-AF en die JSA-A bestuur en sal soos volg geskied:	All Development is managed in conjunction with JSA-CC and the JSA-A and will be as follows:
<b>12.1</b>	Versoeke vir ontwikkeling ens word ingedien by die Sekretariaat van die Komitee.	Requests for development etc. must be submitted to the Secretariat of the Committee.
<b>12.2</b>	Versoek word daarna gerig aan JSA-AF en JSA-A	Request is then directed to JSA-CC and JSA-A
<b>12.3</b>	JSA-AF sal die fasiliteerders en afrigters aanstel om die ontwikkeling aan te bied.	JSA-CC will appoint facilitators and trainers to present the development.
<b>12.4</b>	Die fasiliteerder dien 'n volledige verslag nie later as <b>een-en-twintig (21) dae</b> na die kliniek in by Direkteur Ontwikkeling.	The facilitator submits a full report to the Director Development not later than <b>twenty one (21) days</b> after the clinic.
<b>13</b>	<b>WYSIGINGS</b>	<b>AMENDMENTS</b>
<b>13.1</b>	Wysigings tot hierdie Reglement word deur middel van 'n Beskrywingspunt voor 'n datum soos bepaal deur die UB van Jukskei SA by die Direkteur Administrasie ingedien sodat die voorstel op die Sakelys van die	Amendments to this Regulation shall be submitted through a Motion before a date set by the EC of Jukskei SA to the Director of Administration so that the proposal can be placed on the Agenda of the Annual



	Algemene Jaarvergadering geplaas kan word.	General Meeting.
<b>13.2</b>	Na aanvaarding deur die AJV sal die wysigings geïmplementeer word.	After acceptance by the AGM the changes will be implemented.
<b>13.3</b>	Hierdie Reglement is aanvaar op die Algemene Jaarvergadering van Jukskei SA soos gehou op <b>22 Julie 2017</b> te Kroonstad.	This Code was adopted at the Annual General Meeting of Jukskei SA that was held in Kroonstad on <b>22 July 2017</b> .

**JN NEL**  
**PRESIDENT JSA**

**D SMIT**  
**DIREKTEUR/DIRECTOR**  
**ADMINISTRASIE/ADMINISTRATION**