

SOUTH AFRICAN ARTIFICIAL LURE ANGLING ASSOCIATION

APPENDIX TO THE CONSTITUTION – POL-010



DUTIES AND RESPONSIBILITIES OF THE MANAGEMENT POSITIONS

Develop November 2023

(Approved – AGM, 17 February 2024)

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1. Executive Committee

- 1.1. The duties of the Executive Committee are to represent the Federation, act on behalf of and to give effect to its objectives and functions in accordance with the Constitution;
- 1.2. To resolve all matters referred to it for decision in relation to the interpretation of the Constitution, rules and regulations according, or any decision taken by the Annual General Meeting or by the Board;
- 1.3. The provisions of the Constitution and Rules, to apply the rules and regulations, and to take such action or act as it may be deemed necessary in the event of a violation of this Constitution, the rules and regulations thereof or any offense which he regarded as contrary to the objectives of the Federation or detrimental to the welfare of the provincial member bodies, their individual members, and angling in general.

2. President/Chairperson

- 2.1. The President is the primary leader of the Federation and overall the responsibility for the administration of the Federation is vested in the President. He will control, lead and direct the work and activities of the Federation.
- 2.2. Representing the Federation during the execution of all legal rights and obligations.
- 2.3. The President prioritize goals of the Executive Committee and Mancom to ensure that the committee achieve its overall goals.
- 2.4. Responsible for accurate representation of members of the Federation. Ensure that planning and budgeting for future activities are carried out in accordance with the wishes of the members.
- 2.5. Must have a thorough knowledge of the constitution, rules and duties of officials and sub committees. Ensure that officials comply with their responsibilities and duties.
- 2.6. Properly informed about the activities of the Federation, as well as future directions and plans of the members.
- 2.7. Act at all meetings of the Federation as chairman. In his absence the Vice President acts as chairman and if he is absent, the members present select in their midst a chairman for the meeting.
- 2.8. In the case of an equality of votes at any meeting, has a casting vote.
- 2.9. Is responsible for setting the agenda for all meetings in cooperation with the Secretary.
- 2.10. Sign the minutes of General Meetings and Executive Committee meetings.
- 2.11. Sign of the yearly financial reports.
- 2.12. Authorized to sign any contract approved by the Executive Committee.

- 2.13. Also an ex officio member of all Fix Committees and Sub Committees.
- 2.14. Prepare a written annual report to be presented at the Annual General Meeting.
- 2.15. The President together with the Treasurer or Secretary is the Federation's official delegates to the meetings of international, national and Governments Governing Bodies to which the Federation is affiliated.
- 2.16. Authorized to make announcements, press releases and other communications to the media, other institutions and / or organizations, unless these responsibilities are delegated to other officials.

3. Vice President/Chairperson

- 3.1. Act as President if the President is not available. In such cases, he/she acted on behalf of the President in the official capacity and all authority and powers of the President.
- 3.2. In the absence of the President, act on his request as chair at any meetings.
- 3.3. Responsible for such administrative duties as assigned by management.
- 3.4. In absence of the President responsible for the duties outlined in the task description of the President.
- 3.5. Must be able and willing to follow the President appointed if required.

4. Secretary

- 4.1. Functions as the primary administrator and perform the administrative duties of the Federation, so that the Federation function effectively.
- 4.2. Is in charge of the secretariat and oversee the day-to-day activities for the promotion of the goals and objectives of the Federation.
- 4.3. The efficient handling of incoming and outgoing correspondence and other communications.
- 4.4. Acts as the link between the Federation and external stakeholders. Eg. International Governing Body, the Angling Confederation, the Sports Authority, etc.
- 4.5. As the first point of contact for inquiries, the Secretary must deal with a variety of diverse tasks.
- 4.6. Must keep abreast of sports initiatives through the compilation and maintenance of information and documentation as well as regular visits to a range of useful websites.

- 4.7. Organising General, Executive Committee and the Mancom meetings and ensure that relevant members receive notice of the meeting.
- 4.8. Drafting the agenda for the General, Executive Committee and Mancom meetings in accordance with the instructions of the President.
- 4.9. Checking the accreditation of members during meetings.
- 4.10. Is responsible for attendance registry at meetings.
- 4.11. Co-sign the minutes of General and Executive Committee meetings, after approval by the said meetings.
- 4.12. Is responsible for the recording of all Annual General and Half Year Meetings and meetings of Mancom proceedings.
- 4.13. The minutes of meetings must be sent within 90 days after the occurrence of such meeting to all members of management and members associations who were entitled to attend the meeting. The Secretary will keep the meetings on record and the recordings until accept the meeting minutes at the next meeting and approved.
- 4.14. Ensure that actions which has been decided at meetings, are carried out.
- 4.15. Determine the Currie Cup and the Federation Cup winners.
- 4.16. Together with the President, Vice President and Treasurer, responsible for representing the Federation at international meetings when assigned to him.
- 4.17. Is responsible for the maintenance and availability of the Federation's official address lists on a quarterly basis.
- 4.18. In responsible for the preparation and distribution of the Federation's Annual Calendar of Events on or before 30 November each year.
- 4.19. Perform any other duties as may from time to time be assigned to him.

5. Treasurer

- 5.1. Deposit all moneys belonging to or received by the Federation in a bank account nominated by the Mancom for the credit of the Federation.
- 5.2. All payments must be made by check or electronic bank transfer after it is approved by the authorized Officers as approved by the General Meeting or as from time to time required.
- 5.3. Setting a budget of income and expenditure for the coming financial year for approval by the Annual General Meeting as a basis for the approval of the subscriptions for the same financial year.
- 5.4. Responsible for the collection of membership fees and other fees owed to the Federation.

- 5.5. Responsible for the maintenance and updating of accounting books and records of the Federation.
- 5.6. Responsible for the proper administration of all money, funds and assets of the Federation.
- 5.7. Responsible for the maintenance of a complete asset register.
- 5.8. Responsible for the banking, securities and investment of the Federation.
- 5.9. Responsible for the short term and life insurance needs and demands of the Federation.
- 5.10. Preparation of the annual financial statements for approval by the General Meeting and audited version must be sent to the Secretary at least thirty (30) days prior to the Annual General Meeting.
- 5.11. Liaison with external auditors in connection with all aspects relating to the Annual Financial Statements.
- 5.12. Responsible for ad hoc tasks such as:
 - 5.12.1. Registration of the Federation.
 - 5.12.2. Tax clearance certificates.
 - 5.12.3. Registration as a Non-Profit Organization.
- 5.13. Receive, review and approval of budgets for all Federation National Championships, National Trials and Federation tournaments.
- 5.14. Reconcile all income and expenses of Federation National Championships and tournaments and give feedback to the appropriate host.
- 5.15. Responsible for the planning and presentation of the annual Federation Colours Evening and the Prize-Giving Functions.
- 5.16. Is responsible for the oral presentation of interim financial statements during the Half Year Meeting and the audited financial statements at the Annual General Meeting.
- 5.17. Is the Federation's official responsible for submitting SRSA- and NLDTF project forms, the registration of projects at the confederation (SASACC), the statement of the actual costs and lodging reconciliations.

6. Registration Officer

- 6.1. The Registration Officer operates under the organizational structure of the official committee in collaboration with the chairman of the official committee and the Federations Secretary.
- 6.2. Obtain the necessary technological support systems and software required for the registration, maintenance, management and monitoring of membership data in accordance with the requirements of the Federation and government stakeholders.

- 6.3. Responsible for the development of procedures, systems and documentation relating to the registration of members, the analysis of the data in the prescribed format and the distribution of the registration documentation and instructions to the Members Provinces for each registration period.
- 6.4. Registration and management of registration data on an ongoing basis as a result of review of requirements and requests.
- 6.5. Working closely with Secretary on general issues, the Treasurer on financial matters, the Registration Officers of member provinces for coordinating purposes and the Chairman of the Official Committee to ensure that all participants in Federation events are registered members.
- 6.6. Capturing applications for membership and the processing of the registration database / software. Coordinate the payment of the required fees to the treasurer to the submission of the relevant registration materials.
- 6.7. Responsible for the confidentiality of records, and to ensure that no unauthorized person gains access to the data.
- 6.8. Responsible for maintaining the following Federation database in the prescribed format:
 - 6.8.1. Name and address list of Federation Officers
 - 6.8.2. Name and address list of Provincial Office Bearers
 - 6.8.3. Name and address list of registered member clubs
 - 6.8.4. Name and address list of individual members.
 - 6.8.5. Is responsible for the allocation of member registration numbers in accordance with the approved registration number system.
 - 6.8.6. Is responsible for providing individual member registration information and angling club detail to the Confederation (SASACC) in the form in which it is required.
 - 6.8.7. Submit a written report to the Annual General Meeting.

7. Records Officer

- 7.1. Responsible for the development and maintenance of a system for keeping the Federation angling records in terms that which are approved by the Annual General Meeting.
- 7.2. Responsible for the maintenance of Federation angling records according to the approved recording system.
- 7.3. Responsible for checking new record applications, the registration of new records and issuance of certificates record.
- 7.4. Distribute the latest full-angling records available to all provincial delegates at the Federation's Annual General Meeting and ensure that updated records are on the Federations' web page.
- 7.5. Keep detailed records and set records lists of artlure angling records during organized competitions and open competitions? Separate records must be kept for the senior, ladies, junior and specialist sections.

- 7.6. Records in each of these categories will be held in three separate line classes,
- 7.6.1. light (The breaking strain of the line, braided line or tippet may not exceed 3kg. An additional shock leader, not longer than 30cm, of any material or breaking strain may be attached to the lure or fly. In the event of fly-fishing the trace must be at least 2cm long and may not contain any metallic material. At its thinnest point it must have a leader of 30cm long with a max breaking strain of 3kg. [0.001kg - 3kg]),
 - 7.6.2. medium (The same provisions here as in "Light" class, except that the breaking strain of the line, braided line or trace shall not be less than 3.001kg and not exceed 6kg. [3.001kg - 6kg]) and
 - 7.6.3. open (The same provisions here as in "Light" class, except that the breaking strain of the line, braided line or trace shall not be less than 6.001kg. [>6kg]).
- 7.7. Registered individual members' record claims must be submitted by the Provincial Records Officer at the Federation's Records Officer. Applications for the registration of record claims must be within 90 days of the catch, submitted on the prescribed form and according to the prescribed procedures set out in the rules.
- 7.8. Submit a written report to the Federation Annual General Meeting. Record applications as part of the records officer's report to the Federation Annual General Meeting for ratification.
- 7.9. Is responsible for the compilation of an electronic official Federation Records Register.

8. Conservation Officer

- 8.1. Examine and make recommendations to the Section/Discipline Committees on the suitability of angling resorts for National Championships and National Trials. Must keep a record of the fish production capacity of dams where competitions take place. For this purpose, the Conservation Officer must obtain the results of catches of club and provincial competitions and must be provided by the provincial conservation officers on a monthly basis. Other relevant information about dams with a view to evaluate and recommend dams for National Championship venue.
- 8.2. In conjunction with the host provinces, make recommendations to the Executive Committee with respect to species numbers/lengths in case of international competitions.
- 8.3. Responsible for the obtaining and distribution of national legislation and provincial ordinances applicable to the fish number, size and other restrictions on angling in the different province.
- 8.4. Close liaison with the various conservation organizations, Department of Water Affairs and other relevant organizations.
- 8.5. Responsible for monitoring and capturing the catch results at national, provincial and club level.
- 8.6. Use available opportunities to address communities and engage in environmental stewardship and awareness. Use especially existing schools and development projects.

Communicate national resource targets to the public through personal contact or by actively seeking publicity opportunities.

- 8.7. Ensure the enforcement of all statutes and regulations, recreational, environmental laws and regulations down, identify needs, develop methods and implement plans to track violations, investigate complaints, collect and preserve evidence.
- 8.8. Assist and support with the implementation and enforcement of the laws and ordinances to control illegal angling and where possible report and / or take legal action against individuals and organizations that are engaged in any illegal activities. Encourage members to report any illegal activities.
- 8.9. Continue to develop relationships with the Wildlife Trusts and local authorities. Promote the development of fisheries and an environmental friendly angling policy within the framework of the Wildlife Trusts. Maintain campaigns against regulations which will have a negative effect on the fish.
- 8.10. Approach Government institutions to make funds available for the removal of barriers and / or redundant structures in rivers and dams that prevent possible fish movement.
- 8.11. Engage with actions against any policy of authorities at any level which can/will have adversely effect on water quality. Take strict measures to prevent any form of pollution and if it has already occurred, to neutralize remove / pollution. Obtain local representatives to bring the impact of agricultural, industrial, sewage or any other form of pollution to the attention of the community and the authorities to take action.
- 8.12. Engage in projects related to anti-intruder project to remove alien water plants and water animals.
- 8.13. Develop and maintain a Geographic Information System (GIS) of the location, advantages, disadvantages, strengths, problems and possible solutions, catches, etc. of all freshwater angling resorts put on record.
- 8.14. Develop a report in the appropriate format and provide instructions in this regard through the Official Committee, Provincial Management and Clubs on a monthly basis. Provide statistics on data, in accordance with the decisions of the General Meeting.
- 8.15. Compile a written report for the Federation Annual General Meeting.

9. Colours Officer

- 9.1. Responsible for the development, implementation and maintenance of the Federation Colours Policy. Such policies define the procedures, the pantone colours, sports code specifications, handing over procedure, the formal and competition wear, code of conduct and appropriate action when a member fails to comply.
- 9.2. Make recommendations on the official suppliers of the Federation colours.
- 9.3. Responsible for the preparation and control of the application documentation for National and SASACC colours to the President and secretary of the Confederation (SASACC).

- 9.4. Responsible for the authorization and placing of orders for the National and Federation clothing at the official clothing suppliers. No colours may be purchased on account in the name of the Federation. All orders must be made on a "cash on order" basis.
- 9.5. The Colours officer is responsible for keeping the Federation Colours Register up to date from Provincial Colours registers and from the Official Team Managers Report Form by the team managers of all National, SASACC- and Federation Teams must be submitted within 21 days after the completion of the team's participation.
- 9.6. Is responsible with the treasurer for the issuance of colours certificates which will be presented to the recipients of National Protea and Federation colours on the National Colours Evening.
- 9.7. Is responsible for obtaining, verification and presentation of Team Management Reports to the Confederation (SASACC).
- 9.8. Is responsible for the safekeeping of all the trophies of the Federation.
- 9.9. Compile a written report for the Federation Annual General Meeting.

10. International Coordinator/Tournament Director

- 10.1. The international coordinator is the official representative of the Federation in the Region 5/Africa Executive Council. In this role, he/she is the Federation's delegate to the annual Region 5/Africa Executive Board meeting.
- 10.2. Responsible for secretarial tasks when South Africa hosts the Region 5/Africa Executive Board meetings.
- 10.3. Responsible for the finalization of the Region 5/Africa calendar of events in cooperation with the participating countries.
- 10.4. Responsible for the finalization of the Region 5/Africa and "other" international tournaments invitations and all the tournament arrangements if South Africa will host the event.
- 10.5. Responsible for the amendment of the Region 5/Africa Constitution and internal rules, according to the decisions taken at the Region 5/Africa Executive Board meetings.
- 10.6. Setting, maintenance and distribution of the Region 5/Africa Angling Rules whereby the annual Region 5/Africa tournaments and Other international tournaments are fished by in the various participating countries.
- 10.7. Acting as Project Manager of the LOC when South Africa hosts any international tournaments. Responsibilities include the following:
 - 10.7.1. Responsible for the preparation and submission of the "Bidding and Hosting" applications to the Confederation (SASACC).

- 10.7.2. Responsible for the tasks defined in Article 1 of the Sports and Recreation Act, 1998, as far as it concerns the presentation of international sporting events.
- 10.7.3. Responsible for team invitations to tournaments to provide the details of participating countries, the plan of the tournament in cooperation with host and to determine costs to prepare budgets.
- 10.8. Is responsible for the obtaining of the necessary invitations and tournament details, to enable teams of the Federation to take part in the various world championships under the control of the FIPSeD.
- 10.9. Compile a written report for the Federation Annual General Meeting.

11. Development & Transformation Officer

- 11.1. Responsible for the formulation of policy and to ensure that the provisions of the National Sport and Recreation Act, as amended, and applicable to the Federation and its members, is applied and enforced.
- 11.2. Responsible for the formulation, implementation and maintenance of the Federation Transformation and Development Plan for submission to the Confederation (SASACC) for inclusion in the Confederation's Development Plan for submission to the SASCOG.
- 11.3. Responsible for the formulation, implementation and maintenance of the Federation's Strategic Plan for submission to the Confederation (SASACC) for inclusion in the Confederation's Strategic Plan for submission of the plan to the SASCOG.
- 11.4. Ensure that the development and transformation policies adopted at the Federation's General Meeting, be implemented at all organizational levels of the Federation. Emphasis will be on government priorities which aims to get more people involved in the sport of competitive and recreational freshwater angling.
- 11.5. Is responsible for the preparation of the development and transformation activity budget and, in conjunction with the Treasurer apply for funding from the National Lottery Board, SRSA and Provincial Sports Councils.
- 11.6. Responsible for the preparation of a development and transformation calendar and the submission of such calendar to the Federations Secretary for inclusion in the Federations calendar.
- 11.7. Compile a written report for the Federation Annual General Meeting.

12. National School Sport Coordinator

- 12.1. Responsible for the preparation and maintenance of the Federation Schools Program and advice provincial members on the implementation of the Federation Schools Program
- 12.2. In conjunction with the Section/Discipline Committee Chairman responsible for the implementation and fulfilment of all Schools projects.

- 12.3. Responsible for the development of detailed programs and strategies to be implemented with respect to the following priorities as well as assistance to members in achieving their objectives:
 - 12.3.1. Introducing workshops and clinics.
 - 12.3.2. Addressing schools to inspire learners to participate in the program.
 - 12.3.3. School classroom programs.
 - 12.3.4. School Angling league.
 - 12.3.5. Talent identification and development of identified anglers.
- 12.4. All participants in the program must form part of the Angler Development Program developed under guidelines set out in the Federation Plan.
- 12.5. Assist teachers to be qualified as coaches to implement the program on a viable and cost effective manner.
- 12.6. New clubs should be established within which new members will be enrolled. Teachers must be trained to meet basic administrative requirements.
- 12.7. Is responsible for the preparation of a School Sport budget and, in conjunction with the Federation Treasurer apply for funding for the project from the National Lottery Board, SRSA and Provincial Sports Councils.
- 12.8. Responsible for the preparation of a national school calendar and the submission of the calendar to the Federation's Secretary for inclusion in the Federation calendar.
- 12.9. Compile a written report for the Federation Annual General Meeting.

13. Coach Coordinator

- 13.1. The Coach Coordinator is responsible for the compilation and maintenance of the Federation Coaching Framework, which will use as reference the Confederation coaching framework. The framework aims to bring coaching within the Federation in line with SASCOC guidelines and standardize training. Such framework documents will have to be periodically submitted to the SASACC Coaching Coordinator.
- 13.2. The framework will consist mainly of the following components:
 - 13.2.1. Long-term Angler Development Programme.
 - 13.2.2. Long-term Coach Development Programme.
- 13.3. As part of the long-term coach development program coaching manuals for the different levels and domains of training must be developed and maintained.
- 13.4. As part of the long-term angler development program coaching manuals for the different levels and domains of training must be developed and maintained.
- 13.5. Ensure that the Federation Coaching Framework is approved by the Federation Annual General Meeting, to be implemented at all organizational levels of the Federation.

Emphasis will be placed on government priorities which aims to ensure more people to engage in angling at all levels and to improve results.

- 13.6. Is responsible for the preparation of Coaching Framework Activity budget and, in conjunction with the Treasurer to apply for funding from the National Lottery Board, SRSA and Provincial Sports Commissions.
- 13.7. Responsible for setting up a coaching framework calendar and the submission of such calendar to the Federation's Secretary for inclusion in the Federation's calendar.
- 13.8. Close collaboration with the Development Officer and the School Sport Co-ordinator will be required to ensure that the guidelines contained in the long-term angler program are consistently applied and met.
- 13.9. Responsible for establishing, maintaining and implementing the "High Performance Plan" (HPP) of the Federation. The HPP aims to identify talented anglers, develop according to the guidelines of the long-term angler development program, at a high level of competitions to expose and to prepare elite anglers for world-class tournaments in order to enhance performance. Provide the necessary HPP documentation, instructions and guidelines to the chairmen of the various Section/Discipline Committees for the development of a HPP in the format required by SASACC and SASCOC. Consolidate the various HPP in a Federation into a High Performance Plan. The program must provide for the needs of anglers, coaches and the Federation itself.
- 13.10. Supply management, administrative and logistical support to the Head Coaches of the various Section/Discipline Committees and anglers who are involved in the HPP programs in achieving the HPP vision and performance goals.
- 13.11. Responsible for the consolidation of the HPP budget inclusive of the Coaching Framework activities budget and budgets of the respective head coaches. Based on the estimates and in collaboration with the Federation Treasurer shall apply for funding.
- 13.12. Lead HP activities and ensure that the outcomes are achieved as described in the HPP.
- 13.13. Work with anglers, coaches and other key stakeholders to develop a unified and supportive environment, in which all parties work together to achieve the objectives of the HPP.
- 13.14. Management of anglers' support including financial and other aspects.
- 13.15. Consult the Confederation Coaches Commission to ensure that training and programs within the Federation meet SASCOC requirements.
- 13.16. Compile a written report for the Federation Annual General Meeting.

14. Player Representative

- 14.1. All agreements between anglers and the Players Representative must comply to the Constitution and the Rules and Regulations of the Federation.

- 14.2. Should be active in the Federation Executive Committee meeting and be present as the player representative at the Annual General Meeting and any other forum in which decisions are taken on behalf of the anglers.
- 14.3. Responsible for duties or tasks assigned to it by the anglers and provincial player representatives.
- 14.4. Anglers can use the Player Representative to assist them with the planning, construction and negotiations regarding their participation program and negotiations related to sponsorship contracts.
- 14.5. Will be an information source for the Federation regarding angler's opinion and suggestions in terms of planned or implemented programs, policies, procedures, regulations, etc.
- 14.6. Will be the spokesman for the Federations' anglers, be sensitive for issues and must be able to communicate effectively.
- 14.7. Responsible for developing a system and implement it to identify and protect the rights of anglers.
- 14.8. Ensure that inputs related to all policies and programs remain focused on the anglers.
- 14.9. Prepare agendas for and organize Player Representative Committee meetings during national championships and / or on provincial level.
- 14.10. Representing the anglers of the Federation on other angling meetings of the Confederation (SASACC) should it be required.

15. National Selection Committee

- 15.1. The President of the Federation is ex officio the Convener of the National Selection Committee. In the absence of the President, the National Selection Committee appoint a convener.
- 15.2. The National Selection Committee of the Federation is the responsible body for policy formulation with respect to the following:
 - 15.2.1. The criteria for the invitation and / or participation in the national trials;
 - 15.2.2. The rules and regulations contained in the By-Law of the Constitution under which the trials are decided on;
 - 15.2.3. Policy regarding the selection of representative teams;
 - 15.2.4. The establishment of standards for the allocation of Colours;
 - 15.2.5. Policies regarding the regulation and allocation of Colours and ensures that the Federation's Colours policies are consistently applied;
 - 15.2.6. The establishment of measures to discourage the misuse and abuse of Colours;
 - 15.2.7. The establishment of Codes of Conduct and rules regarding the use of Colours;
 - 15.2.8. The establishment of resolutions to deal with disputes over the allocation of Colours and to pass judgment on disputes relating to the allocation of Colours;
 - 15.2.9. To promote the image, standard and reputation of Colours nationally and internationally.

- 15.3. The National Selection Committee should establish effective control and punishment measures to prevent the abuse and misuse of National and Federation Colours and protect the dignity of the Colours.
- 15.4. The National Selection Committee is responsible for all arrangements regarding the presentation of the national trials and the determination of the relevant angling venues.
- 15.5. The chairman of the selection committee is responsible to ensure that the National and Federation teams are selected in accordance with the Federation's approved team selection policy
- 15.6. After the selection of the teams, the Convener of the Selection Committee must submit the teams to the SAALAA President for approval. After approval of the teams, the President must disclose the respective selected teams in accordance with the prescribed procedures as contained in the selection policy. All the relevant documentation must be provided to the team managers. The team lists must also be provided to the International Coordinator and the Colours Official.
- 15.7. If a National Selector is part of a team's management or an angler is involved in one of the National Trials, such National Selector is not allowed to be selector in the relevant angling discipline section where he participates in.
- 15.8. The Convener of the National Selection Committee can divide the functions of the selectors of committee as needed for and even create internal portfolios to complete certain functions.
- 15.9. Selectors of the National Selection Committee must act as a selector during at least two different Nationals per year.
 - 15.9.1. Is responsible for ensuring that all angling rules of the various disciplines are in line with the international angling rules, if practiced internationally.
 - 15.9.2. The controlling and management of all competitions, with the support of the registered officials, hosted by the Federation, its affiliated member bodies and the Section/Discipline Committees.
 - 15.9.3. The Chairman of the Officials is responsible for coordinating the activities of the official delegation to the National Championships. He must ensure that all infrastructure such as scales, computers, etc. are arranged and will be available at the championships.
 - 15.9.4. The appointment of qualified officials on a merit basis to serve in such competitions or tournaments.
 - 15.9.5. Complete the necessary checks to ensure that appointed officials act according to the stipulated angling rules and decisions.

- 15.9.6. Ensure the compiling of proper competition results and providing copies to the participating teams as well as the Federation Mancom and Executive in charge of such competitions or tournaments.
- 15.9.7. Presenting officials' courses and examinations to establish a qualified official's corps on an annual basis.
- 15.9.8. The compilation and maintenance of an official list of qualified officials and the level of their training.
- 15.9.9. Compile annually a written report to the Federation Annual General Meeting.

16. All Management positions

- 16.1. The President of the Federation will ensure that all management positions must sign an acceptance of their duties at the starting date of their 4-year term.
- 16.2. This acceptance will include but is not limited to:
 - 16.2.1.1. An understanding of the responsibilities that come with a position
 - 16.2.1.2. Upholding the Vision and Mission of SAALAA
 - 16.2.1.3. Developing and implementing training programs as required above that are safe, effective, and in compliance with the rules and regulations of SAALAA.
 - 16.2.1.4. Ensuring the physical and emotional well-being of the athletes under his/her supervision.
 - 16.2.1.5. Representing SAALAA in a professional and respectful manner at all times.
 - 16.2.1.6. Reporting any incidents or concerns to SAALAA in a timely and accurate manner