

**PRETORIA DEFENCE MARATHON CLUB: DOMESTIC RULES****SUMMARY OF CONTENTS**

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**APPROVAL OF DOMESTIC RULES** 8**DOMESTIC RULES OF THE PRETORIA DEFENCE MARATHON CLUB****PART 1 : MANAGEMENT AND CONTROL****ISSUE, STATUS AND COMPLIANCE**

1. Issue
  - a. The Domestic Rules (hereafter known as the rules) of the Pretoria Defence Marathon Club (PMMC) are issued in terms of the General Regulations, Chapter IX, as well as Log 17, Pamphlet 5 and the Constitution of the Pretoria Defence Sports Club (PMSC).
  - b. These Rules and any amendments thereof can only be approved by the management of the PMSC.
- 2- Status. These rules supersede any previous publications and are binding wef date of this publication.
3. Compliance. The Rules of the PMMC are binding on the following persons:
  - a. All members of the Club.
  - b. Visitors of the Club.

**AMENDMENTS AND REVISION**

4. Rules regarding administration and discipline may be amended by the committee and approved by the management committee of the PMSC. All other amendments must be presented at the AGM for approval.
5. The Rules will be revised annually.

**APPROVAL**

6. The rules and any amendments thereof must be presented to the Management Committee of the PMSC for approval.

**DISTRIBUTION**

7. These Rules will be distributed as follows:
  - a. A copy on file DSC/103/13/2/1 - Marathon.
  - b. A copy on the Clubhouse notice board.
  - c. To the Secretary, DSC, Pretoria.
  - d. Copies of the rules will be available at the Clubhouse.

**NAME**

8. The club will be known as **Pretoria Military Marathon Club (PMMC)**.

**ADDRESS**

9. The postal address of the club is:

The Chairman  
Pretoria Military Marathon Club  
P.O. Box 913-207  
Thaba Tshwane  
0143

10. The telephone and fax numbers of the club are (012) 674-4370.

**MANAGEMENT**

11. Annual General Meeting. An AGM will take place during February each year.
12. Club Committee. The club is managed by the committee as stipulated in the various delegations.
13. Responsibilities of the Committee:

Meetings:

- a. The Committee must meet at least once a month.
- b. It is compulsory that the Chairman or Vice Chairman, Secretary and Treasurer attend these meetings.
- c. It is the responsibility of the Chairman to convene these meetings and any organizing thereof.

Daily Running of the Club:

- a. The Chairman and Committee members are responsible for the day to day running of the Club.
- b. The Club is open Wednesdays from 13:00 - 16:00.
- c. Execution of responsibilities as determined annually.

14. Delegations

- a. The Chairman must appoint a treasurer.
- b. The Chairman must draft delegations for Committee members.
- c. Written instructions must be presented to sub-committees and project leaders.
- d. The Secretary must ensure that each member is presented with a correct version of his delegation.
- e. The Secretary must ensure that a copy of each member's delegation is attached to the club file.
- f. The Chairman must ensure of a continuous basis that his committee members are trained and competent to fulfill their duties.

**LIMITATIONS AS TO THE USE OF FACILITIES**15. Limitations. The following limitations are valid regarding the use of club facilities:

- a. The club may not be rented out.
- b. No private functions may be presented at the club or on the club facilities.
- c. Functions may only be presented for Committee Members and their immediate dependants.
- d. The following areas are considered out of bounds unless authorized by: a committee member.
  - (i) The office.
  - (ii) The store room.

16. Children. Children will only be allowed at the club under supervision of their parents.17. Guests. Guests on the premises are the responsibility of the host/hostess.**SAFEGUARDING AND CONTROL OR PROPERTY**

18. All equipment must be registered in the assets register or in the sub-inventory.
19. No equipment may be removed from the club prior to the necessary authorization and that the required book keeping has been adhered to.
20. All losses or damages must be reported to the club committee immediately.
21. Disposal of equipment must be done in accordance with Log 17, Pamphlet 5 par 62.
22. Parking of private vehicles on the property is done at the risk of the owner

**UTILISATION OF ASSETS**

23. Expenditure of a General Nature. Club finances may be utilized for improvement to the facilities and for the acquiring of recreational- and other facilities as will as supporting club members if under any circumstances it cannot be wholly or partially acquired from state funds.

24. The financial statements are available for scrutinizing at the PMMC office.
25. Expenditure receipts are handed in at the PMSC.
26. Donations. Donations may be made by the club on condition that:
  - a. The club is financially stable to support the donation.
  - b. Each donation be approved by the committee.
  - c. Individual donations may not exceed R300.00.
  - d. Individual members chosen for Provincial / National participation and:
    - (i) Participate in other countries: R200.00
    - (ii) Participate away from home having to overnight somewhere else: R100.00
    - (iii) Local participation: R50.00
  - e. No gift may exceed the amount of R500.00.
27. Loans. Loans will not be considered under any conditions.
28. Sponsorships. Personal sponsorships may not be obtained on behalf of the PMMC.

## **PART 2: MEMBERSHIP AND MEMBER-SHIP FEES**

### **MEMBERSHIP**

29. Persons joining the club in accordance with the prescribed rules will enjoy full membership of the club.
30. Members on temporary duty or receiving training will acquire temporary membership for the duration of their stay in the area.
31. All members of the club are subject to the Military Discipline Code.
32. Honorary Membership. The Committee may invite persons to accept honorary membership of the club in accordance with AR IX par 62, if :
  - a. The member was or is the patron of the club;
  - b. The member served to promote the sport.

### **MEMBERSHIP FEES**

33. Membership fees for these persons described to join the club are as follows:
  - a. The cost of the provincial license number as determined by Athletics Gauteng North.
  - b. Club fees of will be revised annually.
  - c. Members not contributing towards the SANDF Sport Funds, additional fees, will be revised annually

- d. Chosen members may be exempted from moneys as in par 32 and above.

### **PART 3: AWARDS**

34. The Points System. The system used on obtaining the best performance is based on the AGN League Points System. Points obtained will be per age category group. In order to qualify for one of the awards, individuals must participate in at least seven of the AGN league races. The seven best performances by an athlete in accordance with the AGN League System. For each additional race the athlete concerned, is awarded two bonus points. If a member represents the SANDF / Province or National Teams on the same day as a league race, he/she will automatically qualify for two bonus points as well as if he/she participates in it for the league.

35. Achievement per Category. The best athlete in the following age categories is chosen and is automatically awarded the following:

- a. Junior man or lady.
- b. Senior man and lady.
- c. Sub veteran man and lady.
- d. Veteran man and lady.
- e. Master man and lady.
- f. Grandmaster man.

The best man and lady athlete is chosen from the list above. This means that a master can be the sportsman/lady of the year. If two athletes obtained the same points, individual performance will be analyzed in detail so as to obtain the category winners of the year.

36. Other Annual Awards.

- a. Merit awards for participating in League races:
  - (i). Gold. Participation in all the league races (e.g. 11 events).
  - (ii). Silver. One or two events less than the gold awarded (e.g. 9 or 10 events).
  - (iii). Bronze. Seven events less than gold (e.g. 7 to 8 events).
- b. At Smit Floating Trophy. Will be presented to the athlete completing the Comrades marathon in a time closest to 8:08:08.
- c. Club member of the Year. Awarded on the grounds loyalty towards the club.
- d. Progress Trophy. Awarded to the athlete who progressed the best during the year.

**PART 4: ROUTINE CLUB ACTIVITIES**

37. Wednesday Afternoon Program (Commencing 13:30)
- a. Members must run on the official route as determined.
  - b. The First and Third Wednesday of each month the club will be practicing at SAMIC by Fort Klapperkop.
  - c. Second, Fourth and if Fifth week practicing by the Clubhouse.
  - d. Roll call register must be completed by each member.
38. Presentation of Road Races
- a. Members will be tasked to fulfill duties as required.
  - b. These members will be given the opportunity to participate in the workers race.
39. Away Races Organized by the Club
- a. Members who have committed themselves to away races and whom without reason withdrew from the race, will be held responsible for all costs incurred by the club.
  - b. Teams for SANDF Championships are chosen on merit.
  - c. For all other races, teams will be selected on merit as well as support for the club throughout the year.
40. Functions
- a. The following functions will be presented to all members:
    - (i) Mid year function.
    - (ii) End of the year merit award function.
    - (iii) After a race for those members who assisted.
    - (iv) After certain league races for those members who participated.
  - b. Committee Functions. A maximum of three functions in a year
41. Clubhouse Keys. Clubhouse keys are only controlled by the committee.

42. Dress

- a. Attendance during Races. Members will wear the prescribed dress.
- b. Attendance during Sports Parade. Appropriate sports dress must be worn.
- c. Track Suits. The club track suits are the only official track suit.

**APPROVAL OF DOMESTIC RULES**

These rules are approved and accepted by the PMSC at

Thaba Tshwane on the ..... day of .....

**(J. EASU)**  
**CHAIRMAN PRETORIA MILITARY MARATHON CLUB: CPO**

Remarks by the Chairman

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**(DU PREEZ)**  
**CHAIRMAN PRETORIA MILITARY SPORTS CLUB: BRIG GEN**

Remarks by the Chairman

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