

CANOEING SOUTH AFRICA

TECHNICAL COMMITTEE'S BYELAW

Approved by the CSA Board on 3rd December 2010

1. The Technical Committee's are advisory/consultative committee's of the Canoeing South Africa (CSA) Board of Directors (Board), established under point 33.1 & 33.2 of the CSA Constitution, and are responsible for carrying out the policies of the CSA Board. The functioning of all technical committees is subject to Rule 29 & 30 of the CSA Constitution.
2. The following Technical Committees shall deal with specific activities of the Federation:
 - a. Flatwater Racing (Sprints) Technical Committee
 - b. Slalom Racing Technical Committee
 - c. Wildwater Racing Technical Committee
 - d. Marathon Racing Technical Committee
 - e. Canoe Polo Technical Committee
 - f. Freestyle Technical Committee
 - g. Surf Ski Technical Committee
 - h. Rafting Technical Committee
 - i. Dragon Boating Technical Committee
 - j. Any other discipline that formally affiliates to CSA.
3. The technical committees are composed of a minimum of four (4) members and up to eight (8) members, and a Technical Committee Chairman, appointed by the CSA Board at the annual Strategic Forum, from the nominations received from member Unions. The members of the Technical committees should be representative of all the Unions and preferably be the current discipline chairpersons from those Unions. The appointment is for a period of two (2) years and four (4) years in the case of the Olympic disciplines, which may be renewed. The Olympic Discipline Technical committees will be elected in the year of the Olympic Games at the next meeting following the Olympic Games. Every effort will be made to ensure that each Technical committee shall have at least one female member, and one person as an athlete's representative, where possible.
4. For the sake of fulfilling their working plan the Technical Committee shall hold at least four meetings a year. Meetings should as far as possible be held telephonically, but at least one meeting each year must be a face-to-face meeting. The Technical Committees shall bear the travelling expenses (economy class) of members of the Technical Committees taking part in the meetings of the Technical Committees. To this end an annual allocation will be made from CSA funds.
5. At all Technical Committee meetings minutes must be kept and a list of attendance signed. The participation/attendance in the meetings is compulsory for the members. Members absent for justified reasons must advise of their absence prior to the meeting

6. In case of necessity, the CSA Board has the right to suspend and replace members. The new members serve until the next appointment of the Technical Committee.
7. Team managers, once appointed, shall be co-opted members of the discipline committee concerned.
8. The Chairpersons of the Marathon and Flatwater (Sprints) Technical Committees must serve on each other's Technical Committees.
9. If possible there is to be Development representation on the Technical committee. CSA Development Coordinator to be included on the Technical sub committee's as and when needed.
10. The High Performance Coordinator shall serve on all of the Technical Committees.

Duties of the Technical Committee's

To ensure the implementation of the decisions of the CSA Board relating to their discipline, the following shall more specifically define the duties, authority and field of activity of each Technical Committee.

1. Each Technical Committee is obliged to draw up and submit the following documents to the CSA Board for discussion and approval at the annual CSA Strategic Forum:
 - a. the draft of its working plan including administration requirements, coaching proposals, CSA supported elite and contracted squad arrangements, tour plans and fund raising proposal for one (1) year
 - b. An annual report on its activity, with comments on accounts prepared by the GM, and any other reports required.

All these documents shall be sent to the CSA General Manager at least twenty days before the Strategic Forum each year.

2. The duties of the Technical Committees of the competitive disciplines are:
 - a. Competition Rules & Regulations**
 - i. To apply the CSA Competition Rules and Regulations of their disciplines
 - ii. To make recommendations to the CSA Board in regards to the Competition rules as applicable to their disciplines
 - iii. To make recommendations to the CSA Board on the motions submitted by National Federations concerning ICF Competition Rules
 - iv. Recommend to the CSA Board proposals and ideas for submission to the ICF for change to the ICF Rules
 - b. Discipline Events / Competitions**
 - i. To make recommendations to the CSA Board on the applications for World and Continental Championships
 - ii. To make recommendations to the CSA Board on the applications for National Championship events

- iii. To make recommendations to the organisers of events in regards to the preparations, the organisation and the programme of National Championships and International competitions in SA
- iv. As required by the CSA Disciplinary Byelaws, appoint Race Juries for National Championships from nominations made by member Unions. Race juries should consist of at least three persons.
- v. Ensure the discipline National Championship is run as per the applicable Competition rules
- vi. To approve competition courses for National Championship and International events in SA
- vii. To submit to the CSA Board events for the International Competition Calendar for each year which has to be submitted to the ICF

c. Selection of South Africa Teams

- i. To propose events for South African teams to be entered into
- ii. To submit proposals to the CSA Board on the selection policies of SA teams
- iii. Draft the selection handbook, encompassing the selection policies, for the respective team for approval by the CSA Board
- iv. To choose Team Managers whose appointment shall be sanctioned by the CSA Board
- v. To monitor the SA Team trial events to ensure that selection is undertaken in accordance with the approved selection policy and published selection handbook

d. Discipline Development

- i. To encourage and conduct coaching for their respective discipline
- ii. To encourage the development of their discipline in the non established communities within their discipline
- iii. To propose and implement programs for officials training, accreditation and development
- iv. Establish criteria to enable appropriate nominations to ICF for the ICF Officials Examinations

DISCIPLINE SELECTION COMMITTEES

1. The Selection Committee shall consist of three members plus one 'reserve selector' per discipline
2. The Selection Committee shall be appointed by the CSA Board following the recommendations of the Technical Committee concerned and will be appointed for a two-year term. The CSA Board shall elect the Convenor of the Selection Committee
3. The expenses of Selectors in attending trials will be covered by CSA.

DUTIES OF THE DISCIPLINE SELECTION COMMITTEES

1. The duty of the Selection Committee shall be the selection of any team or teams to represent South Africa following instructions received from the Technical Committee and approved by the CSA Board. Selection should be in accordance with the approved discipline selection policies and published selection handbook.
2. The Convener of selectors must ensure that full details of all trials have been widely publicised by the Technical committee and CSA, and made available from the CSA website
3. The Convener of Selectors must ensure that every candidate wishing to be considered for selection, signs the full selection handbook prior to the first trial.
4. The convener of selectors shall provide a complete list of the athletes, agreed to by all the selectors, to the CSA Board, which shall ensure complete compliance with the selection policy and handbook approved by the CSA Board, and then ratify and publicise the selection.