

South African Universities Staff Sports Association (SAUSSA)



Guide to SAUSSA Games

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PREAMBLE

One of SAUSSA's Mandates is to foster relations and links amongst the Universities staff in the Southern African Region to foster collaborations and co-operation of universities through sports. It is hereby established that the SAUSSA Games are such that:

The Games Rules and Regulations shall not deviate in any manner from the SAUSSA Constitution.

1. NAME OF THE GAMES

The name of the Games shall be Southern African Universities Staff Sports Games, herein after referred to as "SAUSSA Games".

2. AIMS AND OBJECTIVES

- 2.1. To organize, regulate and administer sports for both men and women who are members of the SAUSSA participating universities.
- 2.2. To foster regional friendship, understanding and cooperation amongst the member universities through sports.

3. MEMBERSHIP

- 3.1. SAUSSA affiliated Universities.

4. GAMES ORGANISING COMMITTEE

The Games Organising Committee shall comprise of the Vice President Technical, Deputy Secretary General and the Local Organising Committee of the host University.

The games organizing committee will be headed by the Vice President Technical and the Deputy Secretary General to provide administrative support while the Public Relations Officer will be responsible for communication.

5. FUNCTIONS OF THE GAMES ORGANISING COMMITTEE

- 5.1. The Games Organising Committee shall report to the SAUSSA Executive Committee
- 5.2. The Games Organising Committee shall administer the affairs of the "SAUSSA Games" subject to the decision of the SAUSSA Executive Committee.

- 5.3. The Games Organising Committee shall meet at least two times in a year to oversee the preparations, running and review of the entire Games in collaboration with the SAUSSA Executive Committee.
- 5.4. To act as an Appeals Board for all sporting codes.
- 5.5. The Games Organising Committee shall propose amendments to Rules and Regulations of the Games for approval by the SAUSSA Executive Committee

6. **LOCAL ORGANISING COMMITTEE**

- 6.1. The Local Organising Committee shall be established within the hosting university to organize, arrange and prepare for the Games.
- 6.2. The host university will arrange a central local office for SAUSSA Games operations.

7. **TECHNICAL COMMITTEE PER SPORTING CODE**

- 7.1. Each Technical Committee shall consist of the following people:
(3) members from the Host University, officials for that particular sporting code and one (1) Executive Committee Member or any Member appointed by the Executive Committee based on their expertise on the sporting code.
- 7.2. The Technical Committee shall be responsible for the smooth day-to-day running of the various sporting codes during the games.
- 7.3. The Technical Committee shall report to the SAUSSA Executive through the Vice President Technical on a daily basis.
- 7.4. The Technical Committee shall listen and decide on all protests/complaints and disciplinary matters.
- 7.5. The Technical Committee shall receive, act and forward (where appropriate) the protests to relevant structures of SAUSSA and/or punish incompetent referees/umpires and officials. The penalty provisions of specific violation of each Discipline/Code shall, mutatis mutandis apply.

8. **ELIGIBILITY**

- 8.1. All Staff members of the SAUSSA affiliated Universities shall be eligible to participate in SAUSSA games

- 8.2 Member universities should consider bringing people who are in good standing in the society and role models, to SAUSSA Games. Such people should not be less than 35 years of age for eligibility to participate in the games.
- 8.3. Each participating member shall produce only SAUSSA accreditation cards as proof of being a member of the University participating and no other form of identity will be accepted.
- 8.4 A list of participants including all travelling members should be submitted to SAUSSA General Secretary signed by the Director Human Resources.

9. **HOST UNIVERSITY**

The hosting University shall be responsible for the following: -

- 9.1. Arrange accommodation for the visiting universities (*Accommodation facilities must be in an acceptable state of use and clean upon awarding to delegates*);
- 9.2. Arrange food and transportation of SAUSSA officials during the games;
- 9.3. Organise suitable playing fields and venues for the Games; not less than 2 playing fields per code
- 9.4. Acquire material to be used during the Games excluding; sportswear, rackets and other necessary playing kits, for universities;
- 9.5. Provide security at Games and Sports villages (residences) of visiting universities;
- 9.6. Provide medical assistance during the duration of the Games. This should only cover injuries sustained during the Games (medical assistance for injuries sustained outside games may be offered at the expense of the university concerned);
- 9.7. Administer the Games in consultation with other participating countries through the SAUSSA Executive Committee;
- 9.8. Provide for the care of the head of delegations (Chairperson) in terms of suitable accommodation and other requirements such as meals and transport; and
- 9.9. Make provision to facilitate the movement of visiting sport officials and teams.
- 9.10. Provide daily evening entertainment to visiting universities
- 9.11. **May** award Individual medals at SAUSSA games

- 9.11. Organise the Official Opening Ceremony and the Closing Ceremony that will not affect the programmes for games
- 9.10. To provide member universities with chaperons/ushers for the duration of the tournament

10. VISITING UNIVERSITIES

The visiting universities shall be responsible for the following: -

- 10.1. Transport themselves to the host country;
- 10.2. Ensure that their teams behave professionally;
- 10.3. Payments towards their accommodation and meals during the duration of the games

11. OFFICIALS AND UMPIRES

- 11.1. All participating Universities shall provide qualified match officials for sporting codes;
- 11.2. Referees and umpires shall avail themselves for the duration of the games

12. GENERAL RULES

- 12.1. Each sporting code shall have its own rules and procedures which shall be in line with those of respective International Sports Associations.
- 12.2. All competitors will compete at the time of competition and cannot make up or prolong (reschedule) any event in order to compete in any other event.
- 12.3. When competing in more than one sport activity or code, whether as an individual or team member, the team manager shall be responsible for checking the schedule for times and location.

13. REGISTRATION

- 13.1. Confirmation of University participation in the Games shall be done at least two (2) months prior to the commencement of the Games.
- 13.2. Universities must confirm the sporting codes which they are going to participate in at least two (2) months prior to the commencement of the games and these would be regarded as registered sporting codes.

- 13.3. Cancellation of participation in a sporting code shall be made at least 30 days before the commencement of the Games.
- 13.4. Each participant (official, athletes and other role players) must complete a registration form that must be lodged with the hosting country's Local Organising Team on day of arrival, before the commencement of the Games, for accreditation purposes.

14. **COMPLAINTS**

Complaints must be made known to the Technical Committee immediately after or during the events, and a written complaint must be submitted within an hour of the completion of the Games or event in question. This should be done according to respective International Rules. The complaint must be heard at the earliest opportunity but before the next event.

15. **APPEALS BOARDS**

- 15.1. The Appeals Board shall be constituted as per clause 16.4.1.6 of the Constitution of SAUSSA.
- 15.2. The decision of the Appeals Board shall be binding on all participating Universities.

16. **MEDALS**

16.1. Floating trophies

- 16.1.1. Floating trophies shall be presented to each sporting code.
- 16.1.2. Prior to the commencement of the games all Universities with floating trophies shall return such trophies at the chairpersons meeting to be held at the hosting University. Failure to do so, the penalty fee of R250 shall be imposed on perpetrators and an additional R250 per trophy not returned.
- 16.1.3. A member University that wins a floating trophy on three consecutive occasions for the same sporting code shall be given a replica to retain.

16.2. **Allocation of points**

- 16.2.1. In order to encourage active participation by member universities, points shall be allocated to participating Universities on a sliding scale

(as determined by the SAUSSA Executive) in each sporting code according to the position a University finished in that sporting code.

16.2.2. Individual participants in athletic event shall also be awarded points provided that the points for all items are consolidated to determine the overall position for the sporting code. This implies that only the consolidated points shall be considered when determining the participating Universities overall position.

16.2.3. Points shall be allocated follows: -

Position	Points allocated
1	20
2	19
3	18
4	17
5	16
6	15
7	14
8	13
9	12
10	11
11	10
12	9
13	8
14	7
15	6
16	5
17	4
18	3
19	2
NB: No points shall be allocated for non-participation	

16.2.4. A floating trophy shall be presented to the University that is placed first overall in the Games.

17. DISCIPLINE

17.1. Participants are expected to conduct themselves in line with the SAUSSA Code of Conduct for SAUSSA Games.

17.2. Indiscipline by participants before, during or after the Games shall not be condoned. Any behaviour which brings discredit upon the SAUSSA Games and any physical and verbal assault on officials, competitors, spectators, Co-ordinators and ex-official will not be tolerated. Such behaviour will be punished and penalties will be in accordance with the Code of Conduct.

- 17.3. Rules shall conform to international standards but could be changed to suit the Games.

18. DURATION OF THE GAMES

The Games shall be hosted annually by a member University over a one week period. Member universities shall be allowed to co-host the Games (as long as the Games are at a single location and do not pose logistical problems to participants) .

19. NUMBER OF PARTICIPANTS

- 19.1. The Technical Committee in collaboration with the SAUSSA Executive shall determine the sporting codes to be competed in and the number of participants per sporting codes.
- 19.2. The sporting codes that will be eligible for participation should meet the following requirements/criteria: -
- 19.2.1. There must be at least four (4) participating member Universities in the sporting code in question;
- 19.2.2. The availability of resources for such a sporting code in question (e.g. playing facilities); and equipment (balls, relay buttons, whistles)

20. UNIFORMS

Sporting attire shall conform to international standards. Teams are to bring at least two sets of uniforms based on the home and away principles (to aid with cases where there are clashes in colours).