



sport and recreation

Department:
Sport and Recreation
PROVINCE OF KWAZULU-NATAL



**MRS BONGI SITHOLE-MOLOI
MEC FOR ARTS, CULTURE,
SPORT AND RECREATION**



**KZN
SPORT
AWARDS**

KWAZULU-NATAL SPORT AWARDS RULEBOOK

PRESENTED BY
THE KWAZULU-NATAL DEPARTMENT OF SPORT AND RECREATION
AND THE KWAZULU-NATAL SPORT CONFEDERATION



KWAZULU-NATAL SPORT AWARDS
RULEBOOK
2018

**PRESENTED TO YOU BY THE
KWAZULU-NATAL DEPARTMENT OF
SPORT AND RECREATION, AND
THE KWAZULU-NATAL SPORT
CONFEDERATION**

**KwaZulu-Natal Sport Awards
Presented to you by
KZNDSR and KZNSC**

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1. PREAMBLE

The KwaZulu-Natal Department Sport and Recreation (KZNDSR) together with the KwaZulu-Natal Sport Confederation (KZNSC) have embarked on the creation of the KwaZulu Natal Sport Awards brand, in a bid to reward KwaZulu-Natal sport stars for their efforts in keeping the passion of sport alive in the hearts of millions of KwaZulu-Natal citizens; through their efforts in local and international sports events.

The KwaZulu-Natal Sport Awards have been created to recognise and honour individuals and teams who have excelled both on and off the field for the period **01 August 2017 to 31 July 2018**

The above Awards evening will be held on **25 September 2018**, at the **Durban ICC**.

2. CATEGORIES

2.1 AWARD CATEGORIES

The Awards carry 24 categories. The categories recognise individuals; males; females; people with a disability; continental participants; federations; schools, recreation bodies, and media.

The Award categories are as follows:

1. Administrator of the Year
2. Junior Sportswoman of the Year
3. Junior Sportsman of the Year
4. Sportswoman of the Year
5. Sportswoman of the Year with a Disability
6. Sportsman of the Year
7. Sportsman of the Year with a Disability
8. Team of the Year
9. Indigenous Games Team of the Year
10. New Comer of the Year

11. Coach of the Year
12. Recreation body of the Year
13. Federation of the Year
14. Photographer of the Year
15. Sports Journalist of the Year
16. Sports Personality of the Year
17. School Team of the Year
18. Developing School Team of the Year
19. Volunteer of the Year
20. Technical Official of the Year

MEC - Special Awards

21. Lifetime Achiever Award x 1
22. Against All Odds Award x 1
23. Honour: White / Black Blazer x 1
24. Posthumous Outstanding Performance in his lifetime x 1

2.2 CATEGORIES DETAILS

All recipients must have been affiliated to a KwaZulu-Natal Provincial Club, recognized sport structure or Federation during the Awards selection period, and whose primary South African residence is KwaZulu-Natal.

- **ADMINISTRATOR OF THE YEAR**

This will be the administrator who has contributed immensely in sport, demonstrating and displaying skills such as leadership, passion, willingness and dedication in the running and development of sport. There must be visible evidence of the positive impact of the contribution of this Administrator. The focus of work should extend beyond the urban sphere of his/her work.

Nomination Process: Candidates are nominated by the Provincial Federations, Franchises, Premier League Team or Union. The Awards Voting Panel will decide on the shortlist of three finalists and the eventual winner.

- **JUNIOR SPORTSWOMAN OF THE YEAR**

The award goes to the athlete who produced world-class performances at the Provincial, National, Continental and International arena. She has also continuously set exceptionally high performance standards and has displayed a reasonable code of conduct. (Ethics and other awards received are also taken into account). Only athletes that are 18 years or younger on 31 July 2018 qualify to be nominated in this category. *Federations will be required to provide proof of Date of Birth.*

Nomination Process: Candidates are nominated by the Provincial Federations, Franchises and Premier League Team and Union. The Awards Voting Panel will decide on the shortlist of three finalists and the eventual winner.

- **JUNIOR SPORTSMAN OF THE YEAR**

The award goes to the athlete who produced world-class performances at the Provincial, National, Continental and International arena. He has also continuously set exceptionally high performance standards and has displayed a reasonable code of conduct. (Ethics and other awards received are also taken into account). Only athletes that are 18 years or younger on 31 July 2018 qualify to be nominated in this category. *Federations will be required to provide proof of Date of Birth.*

Nomination Process: Candidates are nominated by the Provincial Federations, Franchises, Premier League Team or Union. The Awards Voting Panel will decide on the shortlist of three finalists and the eventual winner.

- **SPORTSWOMAN OF THE YEAR**

The award goes to the athlete who produced world-class performances at a local Provincial, National, Continental and International arena. She has also continuously set exceptionally high performance standards and has displayed a reasonable code of conduct. (Ethics and other awards received are also taken into account).

Nomination Process: Candidates are nominated by the Provincial Federations, Franchises, Premier League Team or Union. The Awards Voting Panel will decide on the shortlist of three finalists and the eventual winner.

- **SPORTSWOMAN OF THE YEAR WITH A DISABILITY**

The award goes to the athlete with a disability who produced world-class performances at the Provincial, National, Continental and International arena. She has also continuously set exceptionally high performance standards and has displayed a reasonable code of conduct. (Ethics and other awards received are also taken into account).

Nomination Process: Candidates are nominated by the Provincial Federations, Franchises, Premier League Team or Union. The Awards Voting Panel will decide on the shortlist of three finalists and the eventual winner.

- **SPORTSMAN OF THE YEAR**

The award goes to the athlete who produced world-class performances at the Provincial, National, Continental and International arena. He has also continuously set exceptionally high performance standards and has displayed a reasonable code of conduct. (Ethics and other awards received are also taken into account).

Nomination Process: Candidates are nominated by the Provincial Federations, Franchises, Premier League Team or Union. The Awards Voting Panel will decide on the shortlist of three finalists and the eventual winner.

- **SPORTSMAN OF THE YEAR WITH A DISABILITY**

The award goes to the athlete who produced world-class performances at the Provincial, National, Continental and International arena. He has also continuously set exceptionally high performance standards and has displayed a reasonable code of conduct. (Ethics and other awards received are also taken into account).

Nomination Process: Candidates are nominated by the Provincial Federations, Franchises, Premier League Team or Union. The Awards Voting Panel will decide on the shortlist of three finalists and the eventual winner.

- **TEAM OF THE YEAR**

The award goes to a Provincial, District or Local sports team or club which has produced extraordinary consistency. This Team managed to conquer against all odds. They demonstrated essential values of teamwork and excellence.

Nomination Process: Candidates are nominated by the Provincial Federation, Franchise, Premier League Team or Union. The Awards Voting Panel will decide on the shortlist of three finalists and the eventual winner.

- **INDIGENOUS GAME TEAM OF THE YEAR**

An Indigenous Games Team of the Year may be nominated and considered for an award during the Awards qualifying period:

- Been participating in any of the indigenous codes that took part at the national or Inter-provincial Indigenous Games Festival during the Awards qualifying period;
- Displayed to be entertaining and demonstrated discipline; and
- Participated in as a team that has –
- Practiced fair play and team work (if applicable); and
- Won its category relative to other indigenous code teams.

Nomination Process: Nominees for Indigenous Games Team of the Year must be nominated by the: Indigenous Games Associations / Structures. The Awards Voting Panel must decide on a shortlist of 3 finalist from the nominations received and the eventual winner.

- **NEWCOMER OF THE YEAR**

A newcomer of the Year may be nominated and considered for an award who has during the Awards qualifying period:

- Broken into the internal sports scene for the first time;
- Produced performances of the highest standard; and
- Displayed reasonable code of conduct; and
- Conformed and complied with all applicable ethical codes
- Demonstrated the potential of being a world class/record holder.

Nomination Process: candidates for Newcomer of the Year must be nominated by the Provincial Federation, Premier League Team, Franchise and/or Union. The Awards Voting Panel must decide on a shortlist of 3 finalists from the nominations received and the eventual winner.

- **COACH OF THE YEAR**

The award goes to a coach who plies his /her trade in KwaZulu-Natal either with a team or an individual athlete. This coach is someone who has produced phenomenal results internationally or has produced exceptional high standards locally. The team or individual/s coached by him/her must be well disciplined and practice fair play.

Nomination Process: Candidates are nominated by the Provincial Federation, Franchise, Premier League Team or Union. The Awards Voting Panel will decide on the shortlist of three finalists and the eventual winner.

- **RECREATION BODY OF THE YEAR**

The Recreation Body that properly accounts for the funds that the KwaZulu-Natal Department of Sports and Recreation allocate to it; provides a clear plan of growing and developing Recreation in the community and in schools.

Nomination Process: Candidates will be nominated by KZNDSR Recreation Directorate. The Awards Voting Panel must decide on a shortlist of 3 finalist from the nominations received and the eventual winner.

- **PROVINCIAL FEDERATION OF THE YEAR**

The Federation that properly accounts for the funds that the KwaZulu-Natal Department of Sports and Recreation allocate to it; provides a clear plan of growing and developing the sport in the community and in schools.

Nomination Process: Candidates will be nominated by KZNDSR Stakeholder Directorate. The Awards Voting Panel must decide on a shortlist of 3 finalist from the nominations received and the eventual winner.

- **PHOTOGRAPHER OF THE YEAR**

The photos that are entered for the Awards shall tell a story about the moment captured. They shall highlight the challenges faced by athletes or a defining moment in a match/championship during the Awards qualifying period.

Nomination Process: Candidates will be nominated by: self (freelancers), Media Houses and Provincial Federations. The nomination needs to be backed by a portfolio of evidence of at least three photographs. The Awards Voting Panel will decide on the shortlist of three finalists and the eventual winner based on these submissions.

- **SPORTS JOURNALIST OF THE YEAR (print/broadcast/web)**

The winning media personality must have reported consistently on both development and elite sport efforts and challenges experienced; and also profiled up- and- coming athletes during the Awards qualifying period. He/she will have reported on success stories and also reported on breaking news. Reporting on up and coming athletes and development stories will also be an advantage in this category.

Nomination Process: Candidates will be nominated by: self (freelancers), Media Houses and Provincial Federations. The nomination needs to be backed by a portfolio of evidence of at least three stories. The Awards Voting Panel will decide on the shortlist of three finalists and the eventual winner based on these submissions.

- **SPORTS PERSONALITY OF THE YEAR**

This award is decided by the sports loving public of KwaZulu-Natal. They will vote for the sport person they believe has excelled the most in their respective sporting code or discipline during the period. The athlete must hail from KwaZulu-Natal and will have competed in the national and International Arena.

Nomination Process: Candidates for this award are nominated by the KwaZulu-Natal Sports Awards Voting Panel. The Panel will decide on the shortlist of twelve (12) finalists, from the top three of the following categories and the public will decide on the eventual winner via an SMS voting line:

- Sportsman of the year
- Sportsman of the year with a disability
- Sportswoman of the year
- Sportswoman of the year with a disability

- **SCHOOL TEAM OF THE YEAR**

The award goes to a local school team which has produced extraordinary consistency. This school team managed to conquer against all odds. They demonstrated essential values of teamwork and excellence.

Nomination Process: Candidates will be nominated by KZNDSR School Sport Directorate in consultation with the Department of Education. The voting panel will decide on the shortlist of three finalists and the eventual winner.

- **THE DEVELOPING SCHOOL TEAM OF THE YEAR**

The award goes to a local school team that comes from the rural or historically disadvantaged areas, which has produced extraordinary consistency. This Team managed to conquer against all odds with limited resources. It demonstrated essential values of teamwork, resilience, courage and excellence.

Nomination Process: Candidates will be nominated by KZNDSR School Sport Directorate in consultation with the Department of Education. The voting panel will decide on the shortlist of three finalists and the eventual winner

- **VOLUNTEER OF THE YEAR**

A Volunteer of the Year may be nominated and considered for an award who has during the Awards qualifying period:

- Been recognised for his or her inputs on a voluntary basis into sport in KwaZulu-Natal and RSA;
- Dedicated time and effort to sport on a continuous basis during the Awards qualifying period;
- Demonstrated that his or her actions has a visible impact in sport to such an extent and level that it separates him or her from other candidates; and
- Assisted in building the Case for Sport.

Nomination Process: Candidates for Volunteer of the Year must be nominated by: Provincial Federations, Provincial Sports Confederations Franchises, Premier League Teams or Unions. The Awards Voting Panel must decide on a shortlist of 3 finalists from the nominations received and the eventual winner.

- **Technical Official of the Year**

This award recognises the hard work and dedication that technical officials (referees, umpires, starters, judges, and match officials) make to the competition structure in their sport. Awarded to officials who officiate at national, provincial,

district or club level for outstanding achievements and contributions in the nomination period.

The following criteria will be taken into account for judging:

- Nominee must be primarily based in KZN and / or consider KZN to be their home province.
- Level of competition regularly officiated
- Major tournaments / championships officiated
- Level of accreditation and commitment to on-going development
- Shows leadership including mentoring / education of other officials
- Has invested time and energy in their own development as an official, undertaking continuous professional development opportunities
- Has demonstrated outstanding officiating commitment to their sport
- Has officiated at either club, local, district, regional, national or international level
- Has been an inspiration and positive role model for participants and peers

Candidates are nominated by the Provincial Federations and KZN Sport Confederation. The Awards Voting Panel will decide on the shortlist of three finalists and the eventual winner.

• **MEC'S AWARD FOR EXCELLENCE**

The award goes to an athlete or a sport club, school, or any other sport structure whose athletes/players/coach/officials have produced against the odds. He/She has displayed excellence and resilience to achieve at the highest possible level during the Awards qualifying period. The MEC is also guided by events that take place in South Africa or that South Africa has participated in and honours the athletes/players/coach/officials that have excelled in those competitions.

Nomination Process: No nomination process. MEC may consult Stakeholders of sport in the Province.

- **LIFETIME ACHIEVEMENT AWARD**

The award goes to the man or woman who over 20 years or longer has dedicated their life to make a difference in KwaZulu-Natal Sport. This person could be involved in any facet of sport, either as an athlete, an administrator or in management.

Nomination Process: No nomination process. MEC may consult Stakeholders of sport in the Province.

- **HONOUR BLACK BLAZER**

The award is a traditional black blazer presented to an outstanding athlete, manager or administrator who acts as an ambassador to promote the sporting tradition and culture of the Province.

Nomination Process: No nomination process. MEC may consult Stakeholders of sport in the Province

- **ACHIEVED THROUGH THE ODDS RECOGNITION**

Nomination Process: No nomination process. MEC may consult Stakeholders of sport in the Province

- **POSTHUMOUS OUTSTANDING PERFORMANCE IN HIS/HER LIFETIME**

Nomination Process: No nomination process. MEC may consult Stakeholders of sport in the Province

3. VOTING PANEL

The KwaZulu Natal Sport Awards Voting Panel has been set up to allow for maximum participation of all stakeholders involved in sport in KwaZulu Natal, and will be knowledgeable of sport in general.

NB: the voting panel is not permitted to enter or accept any nominations for the awards. The voting panel will sign non-disclosure agreements.

The Adjudication Panel consists of the following people:

- **Sports experts (3)**
- **Media representatives (3)**

4. Nomination Process

Nominations for the awards are unlimited in number; therefore sport organisations may nominate as many athletes as they wish for in the respective award categories.

Generic Criteria

- Nominee must be a KwaZulu-Natal Citizen
- Nominee must be a registered member of a KZN Provincial Federation recognised by KZNSC and Professional Leagues of recognised National Federations.
- Nominee must have excelled in the considered period for these awards
- No nominations will be accepted after the closing date

The attached Awards Nomination Form should be completed for each athlete nominated. Nominations for the awards should be emailed to the following address:

sportawards@kzndsr.gov.za

The deadline date for nominations is 24 August 2018, 17h00

NOMINATION: Schedule of Activities

NO.	ITEM	DATE	VENUE
1.	Logistics/Administration	25-26 August 2018	Pmb Offices
2.	Commencement of judging process and Tabling of Verified Nominees	28 August – 12 September 2018	Venue to be confirmed
3.	Online Voting for sports personality award	Nominations to open from 14 September and close on 25 September 2018 @ 12h00.	
4.	Tabling of Verified Winners	12 September 2018	

5. Voting Procedure

There shall be three seating's and two rounds of voting – the first round will determine the three finalists in each award category, and the second round of voting will determine the final winner for each award.

The Public will vote for the winner of the **Sports Personality of the Year Award** through an SMS line

The firm of auditors appointed by the KwaZulu Natal Sport Awards Project Team will verify all the nominations submitted, as well as the results of the two rounds of voting.

Voting will take place as follows:

STEP 1 – Nominations for the award categories must be submitted by **24 August 2018 at 17h00**. Once these nominations have been verified by the auditors, the details will be released to the KZN Sport Awards Voting Panel in preparation for the first round of voting. The Auditing firm shall be appointed.

STEP 2 – The members of the Panel will determine the **three finalists** in each relevant category by **12 September 2018**. At the same time, the members of the

Panel will vote for their **winner** in each category and will hand these votes to auditors directly.

6. Important Timelines / Milestones

Media alert – Announcement of Media Release DATE and Awards ceremony by 14 September 2018

- **KwaZulu Natal Sport Awards Voting Panel**

The members of the Panel will be announced by 17 August 2018

- **Nominations – Award Categories**

The deadline for nominations for the various Award Categories is **24 August 2018 at 17h00**.

- **Voting – Finalists**

The Voting for the three finalists in each category will take place between **28 August – 12 September 2018**.

- **Voting – Winners**

Voting for the winner in each category will also take place **by 12 September 2018** except for the Sports Personality of the Year award where the public voting (via an SMS voting line).

Sports Personality of the Year Voting timeline - **Friday; 14 September 2018 until the 25 September 2018 at 12:00 (Voting to be verified by Auditors)**

- **Awards Ceremony**

The Awards Ceremony will take place on **Tuesday, 25 September 2018**.

7. Details of Awards Ceremony

All finalists in the various award categories (three per category) will automatically be invited to the Awards Ceremony.

The details of the event are as follows:

Date: 25 September 2018

Time: 18h00 to 18h30

Venue: ICC

Dress: Black Tie

Invitation Management : Office of the HOD & Office of the MEC

8. DETAILS OF KEY PLAYERS

- KZNDSR (Project Coordinator):
Mr Z Gumede (zamani.gumede@kzndsr.gov.za)
- Project Director:
Ms P L Majola (pretty.majola@kzndsr.gov.za)
- Chief Director:
Mr V Balram (vijay.balram@kzndsr.gov.za)
- KZN Sport Confederation:
Mr. T. Mchunu (Kznscpresident@gmail.com)
- **Auditors**
TBC

Contact details:

Name:

Email:

10. Summary – Nominations and Voting

No.	Award Category	Participating Group	Nominations	Voting
1	Administrator of the Year	Voting Panel	No	Yes
		Provincial Sports Federations	Yes	No
		Affiliates	Yes	No
2	Junior Sportsman of the Year	Voting Panel	No	Yes
		Provincial Sports Federations	Yes	No
		Affiliates	Yes	No
3	Junior Sportswoman of the Year	Voting Panel	No	Yes
		Provincial Sports Federations	Yes	No
		Affiliates	Yes	No
4	Sportswoman of the Year	Voting Panel	No	Yes
		Provincial Sports Federations	Yes	No
		Affiliates	Yes	No
5	Sportswoman of the Year with Disability	Voting Panel	No	Yes
		Provincial Sports Federations	Yes	No
		Affiliates	Yes	No
6	Sportsman of the Year	Voting Panel	No	Yes
		Provincial Sports Federations	Yes	No
		Affiliates	Yes	No
7	Sportsman of the Year with Disability	Voting Panel	No	Yes
		Provincial Sports Federations	Yes	No
		Affiliates	Yes	No
8	Team of the Year	Voting Panel	No	Yes
		Provincial Sports Federations	Yes	No
		Affiliates	Yes	No

9	Indigenous Games Team of the Year	Voting Panel	No	Yes
		Indigenous Games Associations / Structures	Yes	No
10	New comer of the Year	Voting Panel	No	Yes
		Provincial Sports Federations	Yes	No
		Affiliates	Yes	No
11	Coach of the Year	Voting Panel	No	Yes
		Provincial Sports Federations	Yes	No
		Affiliates	Yes	No
12	Recreation Body of the Year	Voting Panel	No	Yes
		KZNSC	Yes	No
		KZNDSR	Yes	No
13	Provincial Federation of the Year	Voting Panel	No	Yes
		KZNSC	Yes	No
		KZNDSR	Yes	No
14	Photographer of the Year	Voting Panel	No	Yes
		Media (free lancers)	Yes	No
		Provincial Federations	Yes	No
15	Sport Journalist of the Year	Voting Panel	No	Yes
		Media houses	Yes	No
		self (freelancers	Yes	No
		Provincial Federations	Yes	No
16	Sports Personality of the Year	Voting Panel	Yes	Yes
		Public	Yes	Yes through SMS

17	School Team of the Year	Voting Panel	No	Yes
		KZNDSR	Yes	No
		KZDOE	Yes	No
18	Developing School Team of the Year	Voting Panel	No	Yes
		KZNDSR	Yes	No
		KZDOE	Yes	No
19	Volunteer of the Year	Voting Panel	No	Yes
		Provincial Sports Federations	Yes	No
		Affiliates	Yes	No
20	Technical Official of the Year	Voting Panel	No	Yes
		Provincial Sports Federations	Yes	No
		Provincial Sport Confederation	Yes	No
MEC – SPECIAL AWARDS				
21	Excellence award	MEC	Yes	Yes
22	Lifetime Achiever Award	MEC	Yes	Yes
22	Honour - Black Blazer	MEC	Yes	Yes
23	Against all odds	MEC	Yes	Yes
24	Posthumous Outstanding performance in his/her Lifetime	MEC	Yes	Yes

Nomination Form (01 August 2017 – 31 July 2018)

2018 KZN SPORT AWARDS NOMINATION FORM FOR ACHEIVEMENTS BETWEEN 01 AUGUST 2017 TO AND INCLUDING 31 JULY 2018	
Awards Category	
Nominee Name & Surname	
Identity Number	
Sport Discipline	
Nominee Mobile Number(s)	
E-mail Address	
Attach high resolution ID size picture of the nominee (individual or team photo)	
SPORTING ACHIEVEMENT (01 AUGUST 2017 – 31 JULY 2018)	
Event(s) Name & Date (Optional)	
Detailed description of achievements	Maximum of 200 words
FEDERATION / AFFILIATE DETAIL & STAMP (COMPULSORY)	
Entering Party	
Name & Surname	
Designation	
Telephone number	
E-mail address	
Return completed form to: Sportawards@kzndsr.gov.za by 17h00 on 24 August 2018	

GLOSSARY: KZN SPORT AWARDS RULEBOOK

“**Athlete**” means any sports person or player who is participating in any form of sport;

“**Adjudication Committee**” means the committee established and contemplated in terms of par. 16;

“**Awards qualifying period,**” means the period as from **01 August 2017 to 31 July 2018;**

“**Awards Voting Panel**” means the KwaZulu-Natal Sports Awards 2018 Voting Panel;

“**National Federation**” or “**Federation**” means a Federation which is a sports body or organization that conforms to the definition of a “**national federation**” from a sports perspective as contemplated in the National Sport and Recreation Act, 1998 (Act. No. 110 of 1998 as amended);

“**Parties**” means DSR, SRSA, KZNSC, SABC and Supersport;

“**SABC**” means the South African Broadcasting Cooperation;

“**SASCOC**” means the South African Sports Confederation and Olympic Committee;

“**SASREA**” means the Safety at Sports and Recreational Events Act, 2010 (Act No. 2 of 2010);

“**SRSA**” means the national Department of Sport and Recreation, Sport and Recreation South Africa.



sport and recreation

Department:
Sport and Recreation
PROVINCE OF KWAZULU-NATAL

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Telephone: (0)33 342 6300, Fax: (0)33 342 6313



KZN SPORT AWARDS