

PERMANENT LICENCES

25 Rule 25 : Licences [Refer IAAF Rule 143.7] Athletes are required to display licence numbers in all competitions as specified in ASA rules 1.1(a) - (f)

25.1 The Licence Registration process

25.1.1 ASA: **The ASA License is used to identify if the individual athlete is eligible.** All forms of licensing in athletics remain the property of ASA at all times irrespective of whether the license is issued by ASA, the Province, or club. It is the constitutional right of ASA to generate income by means of franchise licensing to ASA Provinces. The income from the sale of licences is used to fund responsibilities and obligations as defined in the ASA Constitution. ASA will issue permanent and temporary licences on an annual basis to ASA Provinces. A levy will be charged by ASA, payable by the ASA Province for the right to issue permanent and temporary licenses to Clubs/Events. ASA will keep records of how many licenses are issued to the ASA provinces and invoice the ASA provinces accordingly. Payment to ASA will be due within one month after invoices are issued by ASA to the ASA Province.

25.1.2 ASA Provinces: By paying levies to ASA on each license sold, Provinces will obtain the right from ASA to generate income by means of franchise licensing to Clubs
Each Province shall set the price at which licences are to be sold by Clubs to their members. ASA Provinces will issue permanent licenses to clubs. ASA Provinces will issue temporary licenses to Events listed on the ASA /Provincial Fixtures list. Provinces will keep records of how many permanent and temporary licenses are issued to clubs/Event Organizers, and invoice them accordingly.

25.1.3 Clubs: Clubs are the only institution as defined in the ASA Constitution that has the right to issue Permanent Licenses to their members. Athletes must pay the club for the Permanent License before it is issued. Clubs may issue any form of registration (excluding permanent and temporary license numbers) in Fun Runs to generate additional income for the club. Athletes are only allowed to wear the license specifically issued to him/her. Under no circumstances may any form of licensing be transferred to any other member or athlete, or parties outside of the athletics structure. It is the responsibility of the club to educate the athlete on how to position the license on the vest/crop top. Please refer to the chapters on vest design and competition numbers. In cases where members of a club repeatedly position license numbers incorrectly, the club may be penalized. **When an athlete does not wear a license on his/her vest during a race both the athlete and the club which the athlete belongs to can be penalized. To avoid doubt, in events where Special Number Bibs are issued, the athlete does not have to wear the license but must be able to show the licence to the Referee when he/she is asked to do so. Note: The Referee or Organizer can only ask the athlete to show his/her license before the race, after the race, or before the medal/ prize giving ceremony.**

25.2 Technical Officials monitoring Licensing and Numbering

25.2.1 The listed eligible National and Provincial Technical Officials will be the only Officials that will be allowed to monitor and regulate licenses and numbering on behalf of ASA and/or the ASA Province. 25.2.2 For any event to be eligible, a Technical Delegate will be appointed by the ASA Province from the listed eligible National and Provincial Technical Officials to monitor event

compliance including the licensing and numbering process. Each event should budget for the expense of this official. 25.2.3 The appointed Technical Delegate must report any violation related to Licensing or numbering to ASA or the relevant ASA Province. 25.2.4 Technical Delegates failing to report such violations will have his/her registration to ASA/ASA Province revoked with immediate effect for the remainder of the relevant year. Technical Delegates who fail to report such violations a second time will have his/her registration revoked permanently. 25.2.5 ASA or the relevant ASA Province may enforce penalties on any Event Organizer who violates the regulations governing licensing or numbering.

25.3 The Accountability process

25.3.1 Permanent Licenses: The athlete must complete a standard ASA registration form before the permanent license is issued. The club must take possession of the registration form before the permanent license is handed to the athlete. The ASA Online Registration system should only be used by clubs to record athletes after the signed registration form has been received by the club. 25.3.2 The registering club must keep the completed registration forms in safe storage for at least two (2) years and be able to produce them if required as part of any legal or disciplinary enquiry. 25.3.3 The club must capture the detail of the registration form on a standardized Excel spread sheet. If the club cannot capture the registration form on a standardized Excel spread sheet, the province must provide a person that can assist the club in this regard. 25.3.4 The Province collects the completed Excel spread sheet from each club and prepares one provincial spreadsheet which reflects all permanent licenses issued by clubs. 25.3.5 ASA collects the completed Excel spread sheet from each province and prepares one national spreadsheet which reflects all permanent licenses issued by provinces. 25.3.6 ASA uses this data base of permanent licenses issued in South Africa to report to the ASA Council, SRSA, SASCOC, Sponsors, etc. 25.3.7 A Permanent License is valid for the period 1 January to 31 December of the same year. Ideally, licenses should be issued before the beginning of January of each year. 25.3.8 For logistical reasons, new permanent licenses will only be issued by ASA to Provinces up to 30 September of the relevant year, as ASA will start with the ordering of numbers for the following year. Clubs however may continue selling permanent licenses until the end of the year. 25.3.9 Clubs must report back to the province at the end of February on how many licenses were sold, and thereafter every month until October. 25.3.10 Provinces must report back to ASA at the end of March on how many licenses were sold, and thereafter every quarter with the last report to be submitted to ASA no later than November. 25.3.11 Where an athlete changes the province of domicile during a calendar year, they may retain their license until it expires. They may however only count for the club in the province that issued the licence in any team competition. **Alternatively the athlete must be registered and licensed by a club in the province of their new domicile.** The new license can only be issued if the athlete presents a clearance letter from his/her previous club/province in terms of ASA rule 5. 25.3.12 Similarly, when an athlete changes club within the same province during a calendar year, they may retain their licence until it expires. They may however only count for the club that issued the licence in any team competition. Alternatively the athlete must be registered and licensed by their new club. 25.3.13 In accordance with ASA Rule 6, a National Athlete shall be issued their licence by the ASA Province where they are domicile. They shall NOT be issued a licence by the club they join/represent. **25.3.14 In all events (except for pole vault and high jump, where only one need be displayed) it is compulsory to wear both license numbers, one on the front and one on the back of the upper body clothing. Failure to do so will result in disqualification of the athlete.** 25.3.15 **An athlete's permanent licence bib is under no circumstances transferable and may not be used by another athlete.** **25.3.16 Athletes must be in possession of a permanent license to participate at inter-provincial or national Championships (ASA rule 1.1.a to 1.1.c)**

25.4 Permanent License Bib

25.4.1 Permanent Licenses are the licenses issued by ASA through the Provincial Members to club members. Athletes can only purchase a Permanent License through a local athletics club 25.4.2 Permanent Licenses need to be renewed on an annual basis

25.4.3 Permanent Licenses are IAAF accredited and represent ASA's registration with the IAAF. As a result, the license enables a licensed athlete to participate in any event in any IAAF affiliated country, and/or in any affiliated ASA Province in South Africa. **25.4.4 A Permanent License ensures that the athlete is eligible for selection for teams to international events, and allows the athlete to participate at Provincial or National Championships. To avoid doubt, licenses are issued to all athletes irrespective of their age, e.g. an athlete who enters in the ASA Cross Country Championships for the 10 year age category, must purchase a permanent license before the athlete can be entered for the event.**

25.4.5 Athletes from Associate Members, who are entered for the Championships of the Associate Member, (ASA rule 1.1.c) must be in possession of a permanent license. To avoid doubt, in inter-school events, where athletes run in school athletics attire, the event is regarded as a development event and does not need a license up to municipal district level. **25.4.6 The Permanent License provides the athlete with medical cover – subject to the terms and conditions of the policy.**

25.4.7 The Permanent licence entitles the athlete to win prizes/medals in both the individual and team categories. **25.4.8 Each athlete will be issued with TWO permanent licences which must always be worn on the front and back of the vest.**

25.4.9 The ASA licence will be 14 cm high x 20cm wide. The logos above are 4 cm high and the licence numerals are 6 cm high. The image of a Permanent License is indicated on the right hand side. The Permanent License will display the constitutional abbreviation of the province in the top left hand corner; the ASA Sponsor in the top right hand corner; and the year the license was issued located at the centre above the license number.

25.5 Junior Permanent License Bib 25.5.1 To assist Technical Officials to validate eligibility for Junior age category prizes, particularly in road running races, Juniors should be issued with a Junior Permanent License Bib. 25.5.2 The Junior Permanent License Bib shall be identical to the Permanent Licence Bib, but the license numerals will be preceded with a "J". 25.5.3 A Junior Licence Bib may only be issued once a copy of the athlete's id document has been received and verified. 25.5.4 Apart from verifying that the athlete complies with the age definition for Junior, the Junior Permanent License Bib shall be identical to the Permanent Licence Bib in use and rights. 25.5.5 Age category tags shall still be required regardless of whether the athlete is wearing a Junior or a Senior Permanent Licence Bib. 25.5.6 A Junior athlete using a Senior Permanent Licence Bib shall not be excluded from Junior age category prizes but will be required to supply proof of age when requested.

25.6 Temporary License Bib

25.6.1 Temporary Licenses are the licenses issued by ASA through the Provincial Member to Race Organizers. 25.6.2 The athletes can purchase a Temporary License from the Race Organizer. 25.6.3 Temporary Licenses will be issued to unlicensed athletes to enable them to compete as individuals in sanctioned competitions; and to conditionally cater for licensed athletes who have left their licence number(s) at home. 25.6.4 Temporary licences may be issued for any event up to and including the Standard Marathon (42,2km). Temporary licences for ultra-marathons may only be sold to accommodate foreign athletes in local competitions. 25.6.5 Temporary licenses are only valid for the competition for which they are issued. Athletes, who use temporary licenses for races other than the race it was issued for, will be disqualified with immediate effect, and may be charged with fraud. Note: Race Organizers/Provinces must put mechanisms in place to ensure that a temporary

license can only be used once. 25.6.6 Athletes will be issued with a single temporary licence number which must be worn on the front of the upper body clothing; except however, if a single Competition/Race Number is issued then the temporary licence must be worn on the back. In Races which obtained permission from ASA to use two Special Numbers, the temporary licence number may be replaced by the special number. Temporary licenses may not be replaced by competition bibs/race numbers (Rule 26.1) 25.6.7 If two Competition Numbers are issued, then the unlicensed athlete must still purchase a temporary licence from the event organiser, but the temporary licence will not be issued and does not have to be worn. 25.6.8 Provinces/Organisers must provide the necessary administration and facilities to enter temporary licensed athletes. Where temporary licenses were not provided or sold, the province will have the right to estimate the number of temporary licenced athletes participating and invoice the organizer accordingly. 25.6.9 Athletes taking out temporary licenses must sign an indemnity accepting the conditions of the meeting organisers and the rules of ASA. Where Organizers fail to provide indemnity forms to the participants/officials, the organizer will be held liable for any claims related to the event. 25.6.10 Athletes with temporary licenses must adhere to the advertising rules of the IAAF and ASA. 25.6.11 A temporary license may not be issued to an ineligible athlete. **25.6.12 A temporary license may not be issued to athletes participating in events listed under ASA Rule 1.1.a to 1.1.c. including all ASA Championships and the National Championships of an Associate Member. Athletes participating at this level are entered by clubs and provinces and must be licenced members of a club before entering for the mentioned events.** 25.6.13 Holders of temporary licenses will be eligible for individual prizes and may claim age group prizes if they: ☐ have entered the relevant age category, and ☐ are wearing the necessary age category tags; and ☐ can prove their age by one of the official means, on the day of the race. 25.6.14 Athletes competing in temporary licences shall not be eligible for team prizes even if they have been issued a permanent licence (but are not wearing it on the day). **25.6.15 While athletes with permanent licences have signed a registration form and are covered by a national medical insurance policy; from 2017 onwards temporary licenced athletes are not covered by such policies.** To protect organizers, sponsors, volunteers, ASA and its affiliates, it is important compulsory that all athletes who purchase a temporary license must sign an indemnity form/waiver.