



CONSTITUTION  
OF THE  
SOUTH CAPE  
HERPETOLOGICAL  
ASSOCIATION

## **CONSTITUTION OF THE SOUTH CAPE HERPETOLOGICAL ASSOCIATION**

1. **NAME:** South Cape Herpetological Association – hereinafter called the Association.
2. **AIMS:**
  - 2.1 To further the conservation of herpetofauna in South Africa.
  - 2.2 Education of the general public about South Africa’s herpetofauna.
  - 2.3 Educating those persons interested in keeping herpetofauna in captivity.
  - 2.4 To assist any paid member of the Association regarding permit matters, where applicable. Individuals must apply for their own permits.
  - 2.5 To participate and be part of projects that may take place in the Province regarding herpetofauna.
  - 2.6 Publishing of information that has been gathered in the Association’s Newsletter.
  - 2.7 To object to the illegal and uncontrolled importing and exporting of herpetofauna in South Africa.

3. **MEMBERSHIP:**

Any person that has applied for membership on the prescribed form of the Association and whose membership is fully paid and up to date.

- 3.1 **Senior Membership:**

Any member of the Association older than eighteen (18) years.

- 3.2 **Junior Membership:**

Any member of the Association younger than eighteen (18) years.

- 3.3 **Institution Membership:**

Any member that joins the Association on behalf of an institution and who is older than eighteen (18) years.

- 3.4 **Correspondence Membership:**

Any member of the Association that stays too far to attend the monthly meetings.

#### 4. **TERMINATION OF MEMBERSHIP:**

- 4.1 No pro-rate refunding will be made of money already paid with the termination of membership.
- 4.2 Termination of membership must be in writing.
- 4.3 Membership can be terminated by a decision of the committee when a member has made himself/herself guilty of any misconduct.

#### 5. **COMMITTEE:**

- 5.1 Chairperson
- 5.2 Vice-Chairperson
- 5.3 Secretary
- 5.4 Treasurer
- 5.5 Newsletter Editor

#### 6. **DUTIES OF THE COMMITTEE:**

##### 6.1 Chairperson:

Is responsible for heading the monthly meetings. In conjunction with the Vice Chairperson, he or she is responsible for making the final decision in co-operation with nature conservation, regarding permit matters, membership and the running of the Association.

##### 6.2 Vice Chairperson:

Heads the monthly meeting in the absence of the Chairperson. Responsible for making decisions in conjunction with the Chairperson.

##### 6.3 Secretary:

Responsible for taking minutes at all meetings held. Responsible for correspondence, forwarding of applications forms and handling of post articles. Must keep an attendance register for every monthly meeting.

##### 6.4 Treasurer:

Responsible for money received or paid out. Is responsible for keeping records of the financial status of the Association. A summarised statement must be supplied at the beginning of each year.

Responsible for obtaining sponsorships and fund raising when necessary.

## 6.5 Newsletter Editor:

Responsible for the release of at least one newsletter every quarter. Keeping record of everyone receiving a Newsletter. Responsible for making sure that the Secretary has received Newsletters for correspondence members.

## 7. **MEETINGS:**

### 7.1 Monthly meeting:

A meeting will take place on the first Friday of every month.

### 7.2 Committee meeting:

A meeting where the committee will meet for making decisions. These meetings will take place whenever necessary.

### 7.3 Annual General meeting:

A meeting where changes, additions or omissions to the Constitution may be made. This will happen annually during the Augustus meeting. Thirty-(30) days notice will be given.

### 7.4 Special meeting:

A meeting called by any member of the committee to discuss urgent and serious matters.

## 8. **FINANCE:**

8.1 Membership fees will be R50.00 with increases when necessary without prior notice.

8.2 Membership fees will be R70.00 (R50.00 membership and R20.00 postage) for correspondent members with increases when necessary without prior notice.

8.3 Membership must be paid before or on the 31 March each year. If membership is not paid before or on the mentioned date, membership will be terminated.

8.4 All money received will be deposited into a bank account by the Treasurer.

8.5 No member may use money for the Association for his or her own advantage.

8.6 An auditor will be appointed when the balance of the account is five thousand rand (R5000.00) or higher.

8.7 Raising of funds may take place when necessary to support the aims of the Association. Obtaining of fund raising number if necessary.

9. **RIGHT TO VOTE:**

9.1 Paid members may vote.

9.2 Correspondence members have no voting rights.

10. **GENERAL:**

10.1 Members must apply for permits privately. Guidelines will be provided from committee members.

10.2 Cages/ rooms for Appendix 1 snakes must be secure and lockable.

10.3 If permission is granted to keep an Appendix 1 snake in captivity the Snakebite Examination must be completed as soon as possible.

10.4 No member seventeen years (17) old or younger will be allowed to keep venoms and or endangered species of herpetofauna without parental consent (both oral and written).

10.5 No person may keep any reptiles in captivity unless such reptiles-

10.5.1 is regularly supplied with sufficient food

10.5.2 is at all times supplied with fresh drinking water

10.5.3 is kept in a cage-

10.5.3.1 which is ventilated

10.5.3.2 which provides protection against heat, cold and rain

10.5.3.3 which is cleaned at least once per day

10.6 No person may catch “problem” reptiles if he/she is not a holder of a catching permit.

10.7 The member accepts the rules and regulations, as mentioned in this Constitution, by signing the Constitution and by paying membership fees.

10.8 It is the responsibility of every member to keep the Association up to date as to any change of address or telephone numbers.

10.9 Each member of the Association will issue a new membership form every second year for completion.

10.10 Every outing or activity in which a member participates in is voluntarily and at his or her own risk and equipment, limbs or the death of anyone .

10.11 Every member is responsible for his or her own activities. The Association cannot be held responsible for misconduct or activities of its members.

10.12 It is every member's responsibility to make sure that he or she has signed the attendance register and for his or her Newsletter.

## 11. **LAW AND PERMITS**

11.1 The Association supports present national and international (CITES) ordinances

11.2 The Association is opposed to the uncontrolled and illegal importation and export of reptiles and amphibians

11.3 The Association will not be held responsible for any illegal keeping of reptiles/ amphibians or misconduct by members

**SEVERE ACTION WILL BE TAKEN AGAINST ANY PERSON PERPETRATING ANY OF THE ABOVEMENTIONED.**

## 12. **DISSOLUTION OF THE ASSOCIATION**

Upon dissolution of the Association the committee shall distribute all assets of the Association to a bona fide nature conservation organization supporting reptile conservation.

## **APPENDIX 1:**

Puff Adder  
Gaboon Adder  
Berg Adder  
Plain mountain adder  
Horned Adder  
Many-horned adder  
Eastern many horned adder  
Namaqua dwarf adder  
Peringuey's adder  
Night adder  
Lowland swamp viper  
Black Mamba  
Green Mamba  
Cape Cobra  
Snouted Cobra  
Forest Cobra  
Mozambique spitting Cobra  
Black Spitting Cobra  
Western Barred Spitting Cobra  
Rinkhals  
Coral snake  
Shield Nose snake  
Garter snakes  
Yellow Bellied Sea snake  
Boomslang  
Vine snake  
Bibron's Stiletto snake  
Beaked Stiletto snake  
Natal Black snakes  
Phillips Grass snake  
African Rock Python

*Bitis arietans arietans*  
*Bitis gabonica gabonica*  
*Bitis atropos*  
*Bitis inornata*  
*Bitis caudalis*  
*Bitis cornuta*  
*Bitis albanica*  
*Bitis schneideri*  
*Bitis peringueyi*  
*Causus* spp.  
*Atheris superciliaris*  
*Dendroaspis polylepis*  
*Dendroaspis angusticeps*  
*Naja nivea*  
*Naja annulifera*  
*Naja melanoleuca*  
*Naja mossombica*  
*Naja nigricollis woodi*  
*Naja nigricollis nigricincta*  
*Haemachatus haemachatus*  
*Aspidelaps lubricus lubricus*  
*Aspidelaps scutatus scutatus*  
*Elapsoidea* spp.  
*Pelamis platurus*  
*Dispholidus typus typus*  
*Thelotornis capensis capensis*  
*Atractaspis bibronii*  
*Atractaspis duerdeni*  
*Macrelaps microlepidotus*  
*Psammophis phillipsii*  
*Python sebae Natalensis*

**ALL EXOTIC VENOMOUS REPTILES AND ALL SNAKES  
FROM AND OVER 3 METERS IN LENGTH OF THE  
FAMILY PYTHONIDAE**

IN MARCH 2003 THIS CONSTITUTION OF THE SOUTH CAPE  
HERPETOLOGICAL ASSOCIATION WAS ISSUED FOR THE FIRST TIME.

SINGED AT ..... ON THIS ..... DAY OF .....20.....

.....  
CHAIRMAN/ CHAIRLADY

.....  
WITNESS

.....  
WITNESS