



CONSTITUTION AND RULES

Revision 10 – NOVEMBER 2024

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SECTION 1: CONSTITUTION

1. NAME OF THE CLUB

The name of the club shall be: “**THE EDENVALE PHOTOGRAPHIC CLUB**” (EPC) and shall be affiliated to the Photographic Society of South Africa (PSSA)

2. OBJECTIVES

- 2.1 To promote interest in photography,
- 2.2 To arrange photographic events and entertainment
- 2.3 To assist and instruct in the art of photography.
- 2.4. To remain affiliated with the Photographic Society of South Africa (PSSA) and ensure that

the Club and its members comply with the rules set by the PSSA.

3. MEMBERSHIP

All members of the general public are eligible for membership subject to acceptance by the Committee in office. All members are obliged to act with the upmost good faith, integrity and respect towards fellow members and to uphold the good name of EPC.

4. COMMITTEE AND OFFICE BEARERS

- 4.1 A Chairman shall be elected at the Annual General Meeting of club members by way of a simple vote by all members present and via proxy.
- 4.2 A minimum of SIX and a maximum of NINE other members shall be elected to the committee at the AGM by way of a simple vote of all members present and via proxy to fill the following positions and /or functions.
 - 4.2.1 Vice Chairman
 - 4.2.2 Treasurer
 - 4.2.3 Marketing , New member onboarding
 - 4.2.4 Certificates, Awards and Club Equipment
 - 4.2.5 Club Liaison, Social Media and Website
 - 4.2.6 Club Scoring & Promotions
 - 4.2.7 Training & Skills Development
 - 4.2.8 Club outings
 - 4.2.8. Judges sourcing



4.2.9. Refreshments and catering

4.2.10 Secretarial functions

If necessary, one Committee Member may hold more than one portfolio position.

- 4.3 A minimum of THREE Committee Members from the outgoing committee are to be re-elected to the new committee for the sake of continuity.
- 4.4 This Committee, so elected shall hold office for a period of one year.
- 4.5 Three Committee Members shall constitute a quorum at a Committee Meeting. In the event of a quorum not being present, the meeting shall be postponed for seven days, those Members then present shall constitute a quorum.
- 4.6 The Chairman of the Committee shall only hold such position for a continuous period not exceeding 2 years. A former Chairman may be re-elected into the position after at least a year's break.

4.7. Powers and Responsibilities of the Committee.

- 1). To act as holders in trust of all monies and other property of EPC and to deal with the same in a responsible and ethical manner to the benefit of EPC and its membership.
- 2). To draft and set rules and procedures to ensure the effective management and operation of EPC.
- 3). To act with the utmost good faith, respect and integrity towards the Club and its membership and to ensure all EPC members act in the same manner.
- 4). To record and maintain records of all committee meetings, financial transactions, members club competition scores and star ratings.
- 4). To discuss and make decisions on all matters assigned to them by the Club membership.
- 5). To purchase stationary, trophies, refreshments, electronic equipment, to hire hall space , pay for social media platforms and any other items reasonably required for the purpose of carrying out the affairs of EPC.
- 6). To interpret and ensure adherence to the PSSA guidelines and rules by the Club and its members.
- 7). To arrange training, workshops and outings for club members to fulfill the Club objectives.
- 8). To arrange EPC club competitions and salons and maintain scoring thereof during the year in compliance with PSSA guidelines.
- 9) To organise judges to judge the member images at the monthly club meetings and national salons.
- 9). To keep the membership of EPC informed of events, competitions, results of competitions and any other happenings arranged by them , the PSSA ,other clubs or third parties that come to the attention of the committee.
- 10). To attend to any disciplinary matter that may arise as referred to in Clause 16 below.
- 11). To undertake any other activity so as to enhance the image of EPC and for the benefit of EPC membership.



- 12). The office bearers referred to in this clause in their personal capacities and in their capacities as officers of EPC shall be and are indemnified against and free from personal liability for any actions, debts or liabilities (contractual or otherwise) of EPC.

5. RESIGNATION AND VACANCIES

Should any office bearers resign or vacate their office the Committee may co-opt Club Members to fill the vacant positions.

6. CLUB AND COMMITTEE MEETINGS

At least one Club Meeting and one Committee Meeting shall be held every month except during the month of December. Committee Meetings and Club meetings may be held remotely via Zoom.

7. GENERAL MEETINGS

7.1 An Annual General Meeting shall be held not later than three months after the end of each financial year of the club at such time and such place as the Committee may determine and upon FOURTEEN calendar days written notice to all members.

7.2 Special General Meetings may be called by the committee upon FOURTEEN calendar days' written notice to all members. A Special General Meeting may be called by the members subject to a petition, signed by at least 15 members, being served upon the Secretary or Chairman and shall state the reasons for such a meeting.

8. CHANGE OF CONSTITUTION

Amendments to the Constitution may only be made at an Annual General Meeting or at a Special General Meeting called for such purpose. A two-thirds majority vote of Members present shall be required. Such amendments may only be made subject to a written proposal being lodged with the Secretary or Chairman TWENTY-ONE calendar days before an Annual or Special General Meeting, and the written proposal, duly seconded, being circularised to all members together with the notice of such a meeting.

For the benefit of all club members and to assist in greater participation by all involved, changes and or proposed changes to the EPC Constitution will be published on the club website and/or Social Media platforms in DRAFT form, until approved by a two-thirds majority of club members as mentioned above. Attention will be drawn to such changes either proposed or implemented with the reasons/rationale for such amendments. Email notifications will be sent to all listed active club members at the time of such proposals/amendments.

9. VOTING POWERS

Each paid-up Member shall be entitled to one vote at Annual or Special General Meetings. The Chairman shall in the case of equality of votes, be entitled to a second or casting vote.

10. FINANCIAL STATEMENTS

The Club Financial year shall run from 1 October until 30 September each year.



Financial Statements shall be presented by the Treasurer at each Annual General Meeting. Audited Financial Statements are NOT necessary.

In addition the Treasurer shall also present the latest monthly financial statements at Committee meetings for review and approval by the Committee.

11 SUBSCRIPTIONS

Members shall pay subscriptions into Club bank accounts as laid down from time to time by the Committee and such amendments to the amounts levied shall be ratified by the Club Members at an Annual General Meeting or Special General Meeting by way of a simple majority of members present.

12 QUORUM

15 members shall constitute a quorum at an Annual or Special General Meetings. In the event of a quorum not being present, the meeting shall be postponed for seven days, those Members then present shall constitute a quorum.

13 BANKING

Monies paid into club bank accounts shall be deposited into an account with a recognised and approved commercial South African bank. A minimum of two office bearers shall have signing power on the aforementioned account.

14 INDEMNITY

The club does not accept and specifically disclaims all responsibility for any loss, damage or injury which may be suffered by any person or their property, caused by or arising from the acts or omissions, whether negligent or otherwise, of the Members of the Club and/or demands of whatever nature by whomsoever arising there from.

15 WINDING UP

If, at an Annual or Special General Meeting, it is the opinion of a two-thirds majority of members present, that EPC should be wound up, all the club's equipment and all club monies remaining after paying all expenses, shall be distributed to local charities and/or sister clubs. The choice of such charities and /or sister clubs shall be made by the Committee in office at the time. EPC as a club shall then be dissolved.

16 CODE OF CONDUCT

All bona fide registered members on joining the Club accept and agree to abide by all rules contained in this Constitution section and in the Rules section below.

The Committee shall have the power to expel, suspend or otherwise deal with any member for any misconduct.

Any member accused of any misconduct shall have the right to appear before the Committee to present his/her case and/or defence to the Committee.

In all cases of misconduct dealt with by the committee the Club Chairman shall convey in writing to the member concerned the decision of the Committee which will be binding on the member.



SECTION : 2 RULES

1 INTRODUCTION

The information contained herein is a guide to the conditions which apply to the activities organized by the Club. This guide is not intended to be a rigid set of regulations. A certain degree of flexibility may be exercised by the Committee in the implementation of these rules. Any queries which may arise should be directed confidentially and in writing to the Committee for clarification.

2 NEW MEMBERS

2.1 All new members are placed in the one-star section. The exceptions to this rule are:

2.1.1 Subject to the discretion of the Committee, if the member holds an APSSA or similar Photographic Honours, he/she may be placed in the five-star section.

2.1.2 Subject to the discretion of the Committee, if a new member holds an FPSSA or similar Photographic Honour, he/she may be placed in the five-star honours section.

2.1.3 If the member already holds membership of another club or association of a similar nature (i.e. photographic organization) and does not qualify for 2.1.1 or 2.1.2 above, he/she will be required to submit a panel of 12 photographs to the Committee who will decide in which star section that member must start.

For Clarity :- The APSSA and FPSSA honours referred to above are those honours bestowed on persons by the Photographic Society of South Africa (PSSA) in accordance with PSSA policies and rules.

3 COMPETITIONS ON CLUB MEETINGS

3.1 CONDITIONS OF ENTRY

3.1.1 Only fully paid up and accepted Members may enter any competition in the club.

3.1.2 Entries must and can only be submitted via PhotoVault, by latest midnight on the Monday before the club meeting.

3.1.3 The original image and all elements contained therein must have been taken by the photographer, whatever the photographic medium used.

3.1.4 All actions in reaching the final presentation must be made by the photographer with the exclusion of film processing, un-manipulated commercial scanning and printing.

3.1.5 No images may be downloaded from the internet or copied from any other sources whatsoever.

3.1.6 Manipulation is not allowed in the Nature and Photojournalism sections.

3.1.7 The Club Competition year runs from 1 October to 30 September of each year



3.2 DIGITAL IMAGES

- 3.2.1 Three digital images may be submitted by each Member per evening.
- 3.2.2 Digital image files may not be larger than 2000 kb (2MB).
- 3.2.3 Images must be sized exactly 1920 pixels in length or 1080 pixels in height.
- 3.2.4 Digital files must be in JPEG format and in sRGB Colour Space.
- 3.2.5 All images must be named individually and uniquely.
- 3.2.6 A border may be placed around the image provided that the image size does not exceed 1920 pixels in length or 1080 in height, including any border.
- 3.2.7 No digital manipulation is allowed on any image in the nature section.

The following is not considered digital manipulation:

- 3.2.7.1 Removal of dust and scratch marks on scanned images or dust or spots from dust particles on the CCD/CMOS sensors of digital cameras. Specific lens/sensor aberrations such as chromatic aberrations and purple fringing may also be corrected or removed.
- 3.2.7.2 Adjustment of exposure and contrast, including dodging and burning.
- 3.2.7.3 Adjustment or correction of the colour balance. This can be done by either selecting an appropriate white balance during the conversion of RAW images or by adding or subtracting colours in the photo editing software. The post-capture application of digital colour correction filters like warming or cooling filters, similar to the 81 and 82 series of filters, is allowed.
- 3.2.7.4 Application of colour saturation. Non-selective saturation that is applied to the whole image is permissible.
- 3.2.7.5 Reduction of digital noise, especially in high ISO images from digital cameras, or film grain in scanned images.
- 3.2.7.6 Sharpening of the image. All sharpening algorithms and techniques such as edge sharpening, luminescence sharpening and mode sharpening is permissible.
- 3.2.7.7 Cropping and resizing are permissible.

3.3 JUDGING

- 3.3.1 In all sections judges will make awards as they deem fit. A Member shall not approach or question a judge regarding any award given by the judge. Should a member feel aggrieved by an award given by the judge the Member shall submit a complaint, in writing, to the Committee.
- 3.3.2 Any photographic work may not be entered more than once for grading.
- 3.3.3 Judging will be carried out from the floor (Live or via Zoom) during club meetings (remote judging may be necessary but results will be announced during the club meeting) by one or more selected club or guest judges. All judges will assess entries using the TOP Photovault system or equivalent. Judge/s will use PSSA



salon scoring standards (1-15 Points) and the relevant score will later be graded Gold, Silver, Bronze or No Award as per the following:

Award	TOP Photovault Points
No Award	1 to 3
Bronze	4 to 6
Silver	7 to 9
Gold	10 to 12
COM	13 to 15
SET SUBJECT	1 to 15
Winner	0

3.4 WITHDRAWAL OF AN ENTRY

Withdrawal of an entry or entries is permissible provided that the judging session has not yet commenced. All entries will be judged as presented. Occasions may arise when a judge may wish to change his decision of an award, such a change is permissible only if they can provide a valid reason for the change.

4 PROMOTION

- 4.1. The system of promotion will be run in conjunction with the Club's meeting competitions.
- 4.2. Promotion will be awarded when a prescribed standard has been attained, i.e. a predetermined number of Gold awards and/or Certificates of Merit in each section plus a minimum number of points, as well as the salon requirements as laid down.
- 4.3. Image points are tallied after every club meeting and carried forward toward a members promotional log which is published after each club meeting on the club's website.
- 4.4. Promotion through the various Digital sections will be subject to the approval of the Committee and subject to the following conditions set out in Clause 4.5 below.

4.5 STAR RATINGS

4.5.1 One-Star Section

The member will be promoted to the two-star section when the following criteria are met: On gaining **550** points consisting of at least **50** awards which must either be Gold Awards or Certificates of Merit.

4.5.2 Two-Star Section

The member will be promoted to the three-star section if either of the following two criteria is met:

On gaining a further **770** points consisting of at least **70** awards which must be either
Gold Awards or Certificates of Merit

4.5.3 Three-Star Section

The member will be promoted to the four-star section if either of the following two criteria is met:

On gaining a further 1210 points consisting of at least **110** awards which must be either Gold Awards or Certificates of Merit, plus **15** salon acceptances points.



Or;

On gaining a further **2440** points consisting of at least **220** awards which must either be Gold Awards or Certificates of Merit.

4.5.4 Four-Star Section

The member will be promoted to the five-star section if either of the following two criteria is met:

On gaining a further **1320** points consisting of at least **120** awards which must be either Gold Awards or Certificates of Merit, plus **40** salon acceptance points.

Or;

On gaining a further **2640** points consisting of at least **240** awards which must either be Gold Awards or Certificates of Merit

AND

By contributing to the club and /or the running of the club by organising an outing, serving on the committee or presenting a workshop.

4.5.5 Five-Star Section

The member will be promoted to the five-star honours section if either of the following two criteria is met:

On gaining a further **1320** points consisting of at least **120** awards which must be either Gold Awards or Certificates of Merit, plus **136** salon acceptance points.

Or;

On gaining a further **2640** points consisting of at least **240** awards which must either be Gold Awards or Certificates of Merit.

4.5.6 Five Star Honours

All workers in this section will be called "Honours Workers". A new Honour will be presented for attaining the following awards and scores:

5* Honours **Bronze**: 1320 points and 120 Gold/COMS plus 256 salon acceptance points.

5* Honours **Silver**: 1320 points and 120 Gold/COMS plus 256 salon acceptance points.

5* Honours **Gold**: 1320 points and 120 Gold/COMS plus 256 salon acceptance points.

5* Honours **Platinum**: 1320 points and 120 Gold/COMS plus 256 salon acceptance points.

5* Honours **Palladium**: 1320 points and 120 Gold/COMS plus 256 salon acceptance points.



5* Honours **Rhodium**: 1320 points and 120 Gold/COMS plus 256 salon acceptance points.

5* Honours **Ruby**: 1320 points and 120 Gold/COMS plus 256 salon acceptance points.

5* Honours **Emerald**: 1320 points and 120 Gold/COMS plus 256 salon acceptance points.

5* Honours **Diamond**: 1320 points and 120 Gold/COMS plus 256 salon acceptance points.

5* Honours **Jadeite**: 1320 points and 120 Gold/COMS plus 256 salon acceptance points.

4.6 SALONS

The onus is on the member to produce evidence of salon acceptances achieved for promotion.

All Salon acceptances (either local or International and at one point per acceptance) will be included in the members salon total for promotion.

No print, nor digital salon acceptance may be used more than 3 times for promotion

5 COMPETITIONS AND TROPHIES

5.1 BEST PICTURES OF THE MEETING

The categories for the best pictures of the meeting are:

- Best Junior Nature digital image
- Best Junior Pictorial digital image
- Best Senior Nature digital image
- Best Senior Pictorial digital image
- Best Overall Junior image of the meeting (extra point awarded).
- Best Overall Senior image of the meeting (extra point awarded).
- Best Overall Junior image of the Month (Entered in PSSA monthly Club Competition)
- Best Overall Senior image of the Month (Entered in PSSA monthly Club Competition)

5.2 BEST JUNIOR AND SENIOR PICTURE OF THE EVENING

At the end of each club meeting, the judge or judges will select the best Junior (**1 to 3 stars**) and the best Senior image (**4 to 5 stars**) of the meeting. At the live club meeting of the month, the same process will be followed. At this stage two winners in each group (junior and senior) will be selected by the members present via a show of hands and these two images will be entered into the PSSA Monthly Club competition.

5.3 SET SUBJECT COMPETITION

5.3.1 This competition will be held at various times during the club year as arranged by the Committee according to the following rules:

5.3.1.1 A subject will be chosen for each competition and will be announced by the Chairman in advance of the competition.

5.3.1.2 A maximum of one (1) Digital Image may be entered in each competition.



5.3.1.3 Only new digital images which have not yet been presented at a club meeting or in any previous club competition may be used. They may not be used for further set subject competitions nor for any further club meetings.

5.3.1.4 To encourage club members to go out and take new photographs and develop new skills, only new images created in the year starting the previous November may be entered in any club year

5.3.1.5 An award may be made to the photographer whose digital image is judged the best in each set subject competition.

5.3.1.6 Digital images which are entered for the set subject competition must be uniquely titled and sized as normal.

5.3.1.7 Scores for all Set Subject images will count towards promotion and club logs.

5.3.1.8 At the annual awards evening, an award will be made to the club member who attains the highest number of points for the set subject competitions held during the club year.

5.4 CLUB AWARD COMPETITION

At the annual awards evening, a special award will be made to the club member who attains the highest number of points on the club log.

5.5 ANNUAL COMPETITION

This competition is held once during the calendar year, usually after the end of the club year, (October). It will be an open competition in digital images, in the categories listed below. A digital image shall not be entered in more than one category at the annual competition. Only images which have been presented at a club evening during the course of the CURRENT club year are eligible for the Annual Competition. The competition is broken up into three sections: 1 to 2-star workers; 3 to 4-star workers and 5 to 6-star workers.

5.5.1 Categories

5.5.1.1 **Nature:** restricted to depict observations from all branches of natural history, except anthropology and archaeology, in such a fashion that a well-informed person will be able to identify the subject material and to certify its honest presentation.

Human elements shall not be present, except on the rare occasion where those human elements enhance the nature story.

The presence of scientific bands on wild animals is acceptable. Photographs of artificially produced hybrid plants or animals, domestic and farm animals, mounted specimens or obviously set arrangements are ineligible as is any form of manipulation that alters the truth of the photographic statement.



Manipulation includes but is not limited to adding or removing any element by means other than cropping.

Compositing, multiple exposures, sandwich/montage and double exposures are not permitted except for digital techniques such as HDR, focus stacking and stitching where the end result is a faithful representation of the original scene.

5.5.1.2 **Altered Nature:** As above except that compositing, multiple exposures and double exposures are allowed provided that the image remains realistic.

5.5.1.3 **Scapes:** Any scape whether nature or pictorial may be entered in this category and the subject matter is not limited so may include the city, sea, sky or landscapes. Manipulation is allowed but should be such as to enhance the scene and not change it. Manipulations which drastically alter reality should be entered under pictorial.

5.5.1.4 **Human Portrait:** A likeness, personality and mood of a person, where that person is dominant in the image. Portraiture is not restricted to the head and shoulders and may include just a part of the face, a back view or even a full-length study.

5.5.1.5 **Animal Portraits:** A likeness, personality and mood of an animal, where that animal is dominant in the image. Portraiture is not restricted to the head and shoulders and may include just a part of the face, a back view or even a full-length study.

5.5.1.6 **Still Life:** An image depicting mostly inanimate subject matter, including table top and floral arrangements.

5.5.1.7 **Altered Reality:** A creative, experimental, imaginative and/or a departure from realistic representation. An image created by altering reality in an obvious manner. It can be created digitally or in-camera. The intention is the creation of a new image that conveys a feeling or message or tells a story.

5.5.1.8 **Photojournalism:** Newsworthy/story-telling pictures, including sports.

Photojournalism is distinguished from other close branches of photography by the qualities of:

Timeliness - the images have meaning in the context of a recently published record of events.

Objectivity - the situation implied by the images is a fair and accurate representation of the events they depict in both content and tone.

Narrative - the images combine with other news elements to make facts relatable to the viewer or reader on a cultural level. Manipulation is not allowed.

5.5.1.9 **Open Colour:** all photographs not covered by the above sections. Images which should be in any of the other categories must not be entered in this category. Any image entered in this category which should be in any of the other categories will be disqualified. Colour Only.

5.5.1.10 **Open Monochrome:** all photographs not covered by the above sections. Images which should be in any of the other categories must not be entered in this category. Any image entered in this category which should be in any of the other categories will be disqualified. Monochrome only.

5.5.2 The maximum number of entries will be 1 in each category, i.e. each person may enter 10 digital images in the Annual Competition.



5.5.3 Certificates of Merit and/ or awards may be presented in any or all of the sections or categories listed above at the discretion of the judges and / or Committee . Awards or certificates of merit gained in this competition will not count towards the Log competition as set out in 5.4. above

5.5.4 Any image entered in the incorrect category will be disqualified.

FORMALISATION

This amended Constitution (Revision 10) was adopted by the members of the Edenvale Photographic Club at the Annual General Meeting of the Club held on 9 November 2024 . This Revision 10 version replaces all previous versions.

