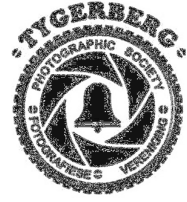


## TYGERBERG PHOTOGRAPHIC SOCIETY HOUSE RULES



### 1. MEETINGS:

- A competition meeting is to be held on the fourth Wednesday of every month, January to November, at a place decided upon by the Committee. (No meeting in December).
- Although it is left up to the Committee to decide on the format of these meetings, they should endeavour to appoint at least one evaluator at each meeting or, subject to Committee decisions, a panel of accredited/JAP trained members may be asked to serve on a judging panel.
- Additional meetings shall be held with emphasis on equipping and training. Members must be notified of available dates for such meetings.
- If meetings are held at a centrally agreed upon meeting place, i.e. church hall, the meeting will be shared via Zoom, or any other platform for those members unable to attend in person, if possible and agreed to by the Committee.

### 2. MEMBERSHIP FEES:

- The Treasurer shall advise the ensuing year's membership fees at the AGM each year.
- Pensioners, fulltime students and scholars qualify for a reduced fee as determined by the committee.
- Membership fees are due at the first meeting of the year in January. Members who have not paid by the March meeting will not be allowed to enter competitions or receive the newsletter until they have paid the fees for the full year. No entrance fee will be charged.
- New members joining after 1 July will pay a fee calculated at R30.00 per remaining month of the year.

### 3. MONTHLY COMPETITIONS:

#### 3.1. DIVISIONS:

Members will be able to enter both Prints and Projected Images for evaluation in each month's meeting.

#### 3.2. ENTRIES:

- The following evaluation criteria only applies to images submitted to our monthly competitions. Once the image has been entered and judged, you are free to manipulate the image according to the judges' and other members' critique, and submit the manipulated image at another club's competition or any salon.
- Digital and print entries for each month's competition shall be uploaded in the prescribed fashion and time onto an Internet website recommended and approved by the committee.
- Images shall be correctly downsized. (see 3.6)
- The same image/print, evaluated at a previous meeting may not be re-submitted for evaluation, not even by cropping or conversion to colour or monochrome.
- Naming of Images: Images submitted need to be notably different from previous submissions. Each image must have a unique name, i.e. the name of the image may not be changed. What this means is that even if you convert the image from colour to mono, or

from digital to print, it must always have the same title. You can't add anything to that title to indicate that it is version 2, or BW or print etc.

- for example, an image, entered in month 1 of a competition, which is then, simply converted to mono or print, must retain its original title and may not be re-entered into future competitions.
- Same or similar images: Similar implies that it is almost the same time, or almost the same place, or almost the same situation. Just another frame in a series or a different crop is not necessary sufficiently different to make it a different image – by being almost the same it is a similar shot. This is true in any genre, be it portrait, landscape, creative, nature etc.
- Only images falling within a rolling 12 month period preceeding the month of the competition may be entered for evaluation into the **set-subject category**.  
For example, if the current month is March, then an image taken between March of the previous year up to and including the current month (March) can be entered into the set subject for March.  
Subsequently, an image taken in February or earlier of the previous year may not be entered into the current month (March) as it falls outside of the rolling 12 months period.
- Please do not remove the EXIF data from the images. This is required for the verification of digital images entered into various genres including the **set subject**.
- Notwithstanding this change, the following years set subjects are only decided upon in October of each year.
- Creative / Altered Reality, the main focus area must be as per the set subject rules and criteria, while additions e.g. **textures** of your own creation, taken *anytime*, can be included.
- Digital as well as Print entries shall be uploaded to Photovault by midnight of the Friday preceeding the Club Competition date, in order to be evaluated.
- Text on images is allowed if it forms part of the overall image, whilst watermarks and the owners name may not be included.
- TPS reserves the right to use all, or any, of the members' images that are submitted for the monthly club competitions, for placement on the TPS website or Newsletter, as well as TPS social media platforms or advertising. TPS also reserves the right to use these images for club entry into any of the PSSA, Western Cape Photographic Forum (WCPF) or interclub competitions.

Whilst care is taken that the images are managed with respect and integrity, the member/photographer acknowledges that by submitting an image for entry into the club competition, he/she does so at his/her own risk.

### 3.3. GRADES:

Members will be divided into 1 Star, 2 Star, 3 Star, 4 Star, 5 Star, Master and Grand Master categories according to their level of skill.

### 3.4. NUMBER OF ENTRIES:

Each member may enter a maximum of four images at a given competition evening.

- If four images are entered in the club competition, at least **one** image **must** be in the **set subject** category.
- If **no** image is entered into the **set subject**, then a maximum of **three** images may be entered in the open category.

- Any combination of images may be entered across the two categories, provided at least one is in the set subject category.
- Four images may be entered into the set subject category, with none in the open category, or one image in the set subject category and two in open category.
- Photovault has been adjusted to enforce these new rules.

**The following rules for print images are suspended until further notice**

*Each member may enter four images at a given competition evening.*

- *All four entries may not be in the same category (Set or Open)*
- *All four entries may not be of the same medium (Digital or Print)*
- *A maximum of 2 images per medium in Open category*
- *A maximum of 1 image per medium in Set-Subject category*  
*(The Photovault system will enforce these rules)*

*Possible combinations of entries:*

Medium		Category		
Print	3	Open	2	2
		Set-Subject	1	1
Digital	1	Open	1	0
		Set-Subject	0	1

Print	2	Open	1	2	1
		Set-Subject	1	0	1
Digital	2	Open	2	1	1
		Set-Subject	0	1	1

Print	1	Open	1	0
		Set-Subject	0	1
Digital	3	Open	2	2
		Set-Subject	1	1

**3.5. PRESENTATION:**

- *Prints should not be framed or blocked but be mounted on firm backing material (for easy display and to prevent damage during handling).*
- *Prints must also be uploaded digitally, according to the same prescribed rules. (see 3.6)*
- *The correct orientation should be indicated by the word 'top' or with an arrow pointing towards the top edge, on the back of the mount.*
- *Prints can be on any medium (paper, canvas, etc.) as long as it is mounted on firm backing material. No framed or blocked print is allowed.*
- *The minimum size of a print (without the mount) should be 20cm x 25cm (8" x 10").*
- *The maximum acceptable size of a print (without the mount) is 30cm x 42cm and including the mount is 40cm x 55cm (16" x 20").*

**3.6 PRESENTATION OF DIGITAL IMAGES:**

- Resize images to a maximum dimension of 1920 (width) and 1080 (height).
- Images must be in a jpg format with a sRGB colour space.
- Images should not exceed 2 Mb in size.
- Name the file by giving it an appropriate title. Photo Vault will do the rest. Prints that are to be uploaded shall be named in the same way as Digital Images.
- Members must ensure that the Photovault title given to prints must correspond with the Entry card.
- The software used for displaying the images is *IrfanView*, which is freeware and may be downloaded from [www.irfanview.com](http://www.irfanview.com).

**3.7. EVALUATION:**

- Each entry will be awarded points out of 30 by using “Evaluation Criteria” as a guideline and be evaluated without the evaluator knowing the entrant’s grade.
- If the Software does not make provision, the title of the photograph will be announced before evaluation, unless the evaluator prefers to evaluate without knowing the title.

**3.8. EVALUATION CRITERIA:**

- 12 to 16 points: The photographer shows a good standard of technical and a reasonable standard of compositional ability. Comment is required on how the photographer could have improved the photograph -- technically, compositionality and artistically.
- 17 to 20 points: The photographer shows a high standard of technical, a good standard of compositional and a reasonable standard of artistic ability. Comment is required on how the photographer could have improved the photograph - technically, compositionally and artistically.
- 21 to 24 points: The photographer shows a high standard of technical, compositional and artistic ability. Comment is required on how the photographer could have improved the photograph --- technically, compositionally and artistically.
- 25 to 30 points: The photographer shows an excellence in all dimensions --- technically, compositionally and artistically. Comment may be given on how the photographer could have improved the photograph --- or on what makes the photograph worthy of the meritorious award.
- Only photographic material generated by the photographer him or herself may appear on the image.
- No slogans or wording may be added by the author of the image.

**3.9. EVALUATION OF SET-SUBJECT ENTRIES:**

- Set-Subject Images, even if excellent, should be penalised if they do not pertain to the Set-Subject.
- 14 points out of 30 will be awarded towards the technical and artistic merit of the image and the rest towards how well the Set-Subject is interpreted.

**3.10. AWARDS:**

- Depending on the number of points received and the grade of the member, awards will be made on the following scale:

<b>GRADE</b>	<b>MERIT</b>	<b>GOLD</b>	<b>SILVER</b>	<b>BRONZE</b>	<b>NO</b>	<b>AWARD</b>
1 Star	28 to 30	18 to 27	14 to 17	10 to 13	9	or less
2 Star	28 to 30	22 to 27	18 to 21	14 to 17	13	or less
3 Star	28 to 30	23 to 27	20 to 22	16 to 19	15	or less
4 - 5 Star	28 to 30	24 to 27	20 to 23	16 to 19	15	or less
Master	28 to 30	24 to 27	20 to 23	16 to 19	15	or less
Grand Master	28 to 30	25 to 27	20 to 24	16 to 19	15	or less

**3.11. PHOTOGRAPHERS' NAMES:**

- Names will only be announced after evaluation, for all awards except 'no awards'.
- No attempt shall be made by the photographer to identify him or her before a mark has been allocated.

**3.12 GRADING:**

- All new members will be deemed to be 1 Star, unless they can prove that they should be in a more advanced grade by the submission of a panel of 10 prints/images to the committee.
- Any member that has resigned and re-joins TPS within 12 months of their resignation will be eligible to return at their last TPS grading held.
- Any applicant, applying to join at level 4 to 5 star MUST submit a panel of 10 images for evaluation prior to being accepted to the club at that level.
- Applicants who hold an LPSSA and or DPSSA Honours distinction shall be automatically awarded 4 star status.
- Applicants with APSSA Honours shall be awarded 5 star status.
- Applicants with EPSSA or FPSSA Honours shall be awarded Master status.

**3.13. SALON ACCEPTANCES:**

- Salon acceptances will count as "salons" for grade advancement purposes only.
- The Responsible Committee member must be notified when an image obtains a certificate of merit or any higher accolade at any Salon.

**3.14. ADVANCEMENT OF GRADE:**

There is no time limit on grade advancement and 'gold's' and points are carried forward from year to year, until the member has earned the required number of gold awards and points for advancement.

<b>1 Star to</b>	2 Star	30 Points	Must include 8 Gold awards
<b>2 Star to</b>	3 Star	45 Points	Must include 12 Gold awards
<b>3 Star to</b>	4 Star	150 Points	Must include 20 Gold awards + 10 Salon acceptances (a COM or higher accolade will serve as 2 salons acceptances)
<b>4 Star to</b>	5 Star	150 Points	Must include 35 Gold awards + 30 Salon acceptances (a COM or higher accolade will serve as 2 salons acceptances)
<b>5 Star to</b>	Master	300 Points	Must include 100 Gold awards + 100 Salon acceptances (a COM or higher accolade will serve as 2 salons acceptances)
<b>Master to</b>	Grand Master	300 Points	Must include 100 Gold awards + 170 Salon acceptances (a COM or higher accolade will serve as 2 salons acceptances)

- Every 'bronze' awarded during the year will represent 1 point, every 'silver' 2 points, every 'gold' 3 points, every 'merit' 4 points.

#### **4. THE ANNUAL GENERAL MEETING:**

- The AGM will be held to coincide with the October monthly meeting each year.
- At this meeting in house adjudicators nominated from TPS will judge the evening.
- In house adjudicator's at all in house competitions, will not be eligible to enter Prints/Images into the Club competition for evaluation, and will be compensated by being credited with a Judging Credit equivalent to one Gold Star as per their current star rating.
- Management of the society shall be vested in a committee elected as per the guidelines in the constitution.

#### **ELECTION OF THE COMMITTEE MEMBERS**

- The new committee shall be elected annually at the AGM.
- The committee members shall be elected according to the rules as set out in the constitution.
- Members must be nominated and elected for a specific portfolio. Portfolios may be combined or altered at the discretion of the Chairperson.
- Terms of Office:
  - The Committee may consist of:
    - Chairperson
    - Secretary
    - Treasurer
    - Photovault Co-ordinator
    - Webmaster
    - Newsletter Editor
    - Learn and Share Co-Ordinator
    - Outing Co-ordinator
    - Visitors & New Members Co-Ordinator
    - and one other additional member if so required
  - The committee will have the right to co-opt additional members for specific portfolios. These members will not have voting rights.
  - The Chairperson, Secretary and Treasurer will be elected for a two-year term. All other committee members will be elected for a one-year term.
  - The Chairperson will not serve for more than 3 full consecutive years in office.
  - A person who has served on the committee in any role, and who has had a break from the committee of at least two years, may become eligible for re-election into any portfolio in the future.
  - The Chairperson will nominate a Vice-Chairperson from within the elected committee, who is then intended to step into the role of Chairperson once the Chairperson's term is concluded. If a Vice-Chairperson cannot be nominated from within the elected committee, then nominations can be extended to include all suitable and current paid up members.
  - Should there be no nominations for a Chairperson when the current Chairperson has served out their 3 full consecutive years as Chairperson, then with the unanimous approval of a quorate AGM, the current incumbent may serve a further period of 1 (one) full year, during which time, every endeavour must be made to find a suitable

replacement. The incumbent must, at the end of this additional one year, stand down as Chairperson.

- The term served by the committee will run from the 1<sup>st</sup> of November of the current year to the 31<sup>st</sup> of December the following year, with the November month being the hand-over between the outgoing and incoming committee members.
- The Chairperson shall table an Annual Report while the Treasurer shall table a financial report for the past year.

## **5. AWARDS:**

### **5.1. PHOTOGRAPHER OF THE YEAR:**

- This award is based on the HIGHEST total score for all images judged at monthly meetings in each section. (Print and Digital)
- The member/s with the highest total points on both divisions, irrespective of grade, at the end of the year will qualify for the 'Photographer of the Year' award.

### **5.2. RUNNER-UP OF THE YEAR:**

- This award is based on the SECOND HIGHEST total score for all images judged at monthly meetings in both sections. (Print and Digital)
- The member with the second highest total points in both divisions, irrespective of grades, at the end of the year will receive the Runner-up Award.

### **5.3. STAR RATING CATEGORY WINNER:**

- This award will apply to all star ratings, from 1 star through to 4 star, as well as a senior category that will include the 5 star, master and grandmaster categories.
- This award is based on the HIGHEST total score for all images judged at monthly meetings in each star rating. (Print and Digital).
- The member will participate in the category he/she starts the TPS year in, i.e. 1 October through to 30 September of the following year.

#### Certificates will be awarded to:

- Photographer of the Year
- Runner-up of the Year
- Star Rating Category Winner:
  - 1 Star Category Winner
  - 2 Star Category Winner
  - 3 Star Category Winner
  - 4 Star Category Winner
  - Senior Category Winner

### **5.4 MONTHLY CATEGORY WINNERS:**

- The awards will be as follows:
  - Set Subject Winner
  - Set Subject Runner up
  - Open Winner
  - Open Runner up
  - Judges choice - Senior (4 star and up)
  - Judges choice - Junior (1 star to 3 star)

- In case of a tie in any of the above, the regional Representative of PSSA shall be asked to appoint the winner(s).

## **6. INTERCLUB COMPETITIONS – WESTERN CAPE AND PSSA**

**(Note: The WCPF Interclub Competition has been suspended and replaced with a Celebration of Photography)**

- *Images from the previous year will be chosen, by a committee-appointed panel, to represent the club in the annual Western Cape Interclub Competition each year, as well as the PSSA Interclub Competition.*
- *All images will be evaluated by the appointed panel at a specific evening set aside for that purpose only.*
- *No quorum shall be required for this meeting, as the panel, under jurisdiction of the committee, will determine the competition submission.*
- *When the number of images exceed the official quota of the competition (according to the rules laid down by the organising committee of the competition), the panel, under jurisdiction of the committee, shall make a final evaluation.*
- *Members who hold membership at more than one Club/Society, may only have their images entered for the PSSA Interclub or the Western Cape Interclub, by the Club/Society that has been nominated – by the member – as their main club.*
- *Only entries judged at the monthly club competitions between October of the previous year and September of the current year will qualify for selection, or as determined by the host.*

## **7. INTERCLUB COMPETITION – PSSA**

- *Images from the previous year will be chosen, by a committee-appointed panel, to represent the club in the annual PSSA Interclub Competition as per the prevailing rules by PSSA.*
- *All images will be evaluated by the appointed panel at a specific evening set aside for that purpose only.*
- *A selection of images from both junior and senior members must be selected, according to the prevailing PSSA rules for the PSSA Interclub competition.*
- *No quorum shall be required for this meeting, as the panel, under jurisdiction of the committee, will determine the competition submission.*
- *When the number of images exceed the official quota of the competition (according to the rules laid down by the organising committee of the competition), the panel, under jurisdiction of the committee, shall make a final evaluation.*
- *Members who hold membership at more than one Club/Society, may only have their images entered for the PSSA Interclub or the Western Cape Interclub, by the Club/Society that has been nominated – by the member – as their main club.*

## **8. CELEBRATION OF PHOTOGRAPHY – WCPF**

- *Images from the previous year will be chosen, by a committee-appointed panel, to represent the society in the annual WCPF Celebration of Photography, where possible, this year will coincide with the PSSA interclub selection period.*
- *All images will be evaluated by the appointed panel at a specific evening set aside for that purpose only.*
- *A selection of images (Digital and Print) from both junior and senior members must be selected with only one image per photographer being allowed.*



- *No quorum shall be required for this meeting, as the panel, under jurisdiction of the committee, will determine which images are selected.*
- *When the number of images exceed the official quota of the celebration (according to the rules laid down by the organising committee of the celebration), the panel, under jurisdiction of the committee, shall make a final evaluation.*
- *Members who hold membership at more than one Club/Society, may only have their images selected for the celebration, that has been nominated – by the member – as their main club.*

Tygerberg Photographic Society