



GWIVO ARTS COUNCIL
GOVERNANCE POLICY AND REGULATIONS
SOUTH AFRICAN GWIVO AWARDS (SAGA)

Governing: Nominations, Eligibility, Voting, Winners,
Terms and Conditions, and Code of Conduct

Issued by the Gwijo Arts Council for Public Reference
In adherence with the applicable laws of the Republic of South Africa



DOCUMENT CONTROL

Document Title	SAGA Governance Policy and Regulations
Issuing Authority	Gwijo Arts Council (GAC)
Document Version	Version 1.0
Status	Adopted — Public Reference Copy
Effective Date	04 February 2025
Next Scheduled Review	Not later than 12 months from Effective Date
Approved By	The Gwijo Arts Council, per Article 13

This Policy takes effect only upon adoption and signature under Article 13. Prior to adoption, this document is a draft and does not bind the Council, entrants, or the public.

PREAMBLE

This Policy is issued by the Gwijo Arts Council ("the Council" / "GAC") to govern the South African Gwijo Awards ("SAGA"). It sets out how entrants are nominated, how eligibility is verified, how the public and the professional panel vote, how winners are determined, and the standard of conduct required of all participants.

SAGA is a people's program administered by the Council. It is issued and published for the public so that entrants, voters, and interested parties understand the basis on which the Awards are conducted. This Policy operates alongside, and does not override, the laws of the Republic of South Africa.

ARTICLE 1 — DEFINITIONS AND INTERPRETATION

1. "the Council" or "GAC" means the Gwijo Arts Council.
2. "SAGA" means the South African Gwijo Awards administered by the Council.
3. "the Committee" means the SAGA Awards Committee appointed by the Council to administer the Awards.
4. "the Secretariat" means the administrative office of the Committee responsible for receiving submissions, verifying eligibility, and reconciling votes.
5. "Qualifying Period" means the 12-month period, 1 January to 31 December of the award year, unless otherwise published.
6. "Entrant" or "Nominee" means any individual or group whose work is submitted for consideration.
7. "Panel" means the professional panel appointed for categories designated as professionally adjudicated.

ARTICLE 2 — AWARD CATEGORIES

The Committee shall confirm and publish the list of award categories before nominations open in each cycle. Categories may include, without limitation:

- Best Male Gwijo Artist / Best Female Gwijo Artist
- Best Gwijo Video (Videography and Direction)
- Best Newcomer
- Best Collaboration
- Best Live Performance
- Contribution to Gwijo Development (professionally adjudicated category)

The Committee may add, merge, or retire categories where entry volume is insufficient in a given cycle.

ARTICLE 3 — ELIGIBILITY

To be eligible for nomination in any category, an Entrant must, during the Qualifying Period:

8. Have produced and publicly released verifiable Gwijo work — a track, recorded performance, or music video.
9. Have that work or contribution independently verifiable by the Secretariat, including but not limited to public release date, performance record, or credited release.
10. Not be found, in the current or a prior cycle, to have breached this Policy.
11. Meet any additional published criteria applicable to professionally adjudicated categories.

Public recognition or social media popularity alone does not satisfy eligibility. An entry that cannot be verified against clauses 1 and 2 above shall not proceed to nomination, irrespective of public demand.

ARTICLE 4 — NOMINATIONS PROCESS

4.1 Sourcing of Nominations

- Open Submission: Entrants or their representatives may submit entries via the official GAC submission channel, with proof of work as required under Article 3.
- Committee Nomination: The Committee may directly nominate an Entrant it identifies as meeting eligibility, including to ensure fair representation of under-submitted categories.
- Panel Referral: For professionally adjudicated categories, the Panel may refer or endorse Entrants.

4.2 Verification

The Secretariat shall log each submission and assess it against Article 3.

An entry lacking sufficient proof of work shall be returned to the submitter for further evidence, or excluded where no evidence is received within the published window.

The Committee shall ratify the final shortlist per category before voting opens.

Only entries that pass verification shall appear on the official ballot.

ARTICLE 5 — PROFESSIONAL PANEL

For categories designated by the Committee as professionally adjudicated, an appointed Panel of industry practitioners shall:

- Assess the artistic and technical merit of shortlisted Entrants; and
- Contribute a Panel score to be combined with the public vote for that category, in accordance with Article 6.

The composition of the Panel and the categories to which it applies shall be published before nominations open.

ARTICLE 6 — VOTING SYSTEM

6.1 Voting Format

- Voting is open only to Entrants who have passed verification under Article 4.
- Each registered voter, verified by phone number or account, may cast one vote per category per day for the duration of the voting period.
- Multiple votes per day, per category, per voter are prohibited. Duplicate or automated votes shall be void and may result in suspension of the voter's account.

6.2 Weighting for Professionally Adjudicated Categories

For categories designated as professionally adjudicated, the result shall be determined by combining:

- Seventy percent (70%) — Public Vote; and
- Thirty percent (30%) — Professional Panel Score.

This weighting applies by default unless a different ratio is published for a specific category before nominations open. Categories not designated as professionally adjudicated are determined by public vote alone.

6.3 Voting Window

The opening and closing date and time of voting shall be fixed and published in advance. No vote shall be accepted before opening or after closing.

6.4 Integrity Controls

- Vote counts shall be monitored for irregular patterns, including bulk voting, automated activity, and coordinated vote-buying.
- The Committee may suspend or disqualify a Nominee's vote count, in whole or in part, on credible evidence of manipulation, with reasons recorded in the official record.
- Final tallies shall be reconciled by the Secretariat and verified by no fewer than two Committee members before ratification.

ARTICLE 7 — DETERMINATION AND ANNOUNCEMENT OF WINNERS

Voting closes at the published date and time and the system produces a final tally per category.

For public-vote-only categories, the Nominee with the highest valid vote count is the winner.

For professionally adjudicated categories, the winner is determined by the combined score under Article 6.2.

Results shall be verified by the Secretariat and ratified by the Committee before any public announcement.

Winners shall be announced only at the official SAGA event or a designated GAC platform.

In the event of a tie, the Panel casts the deciding vote where applicable; where no Panel applies, the Committee shall apply a published tie-break rule agreed before the cycle begins.

ARTICLE 8 — TERMS AND CONDITIONS

8.1 Entrants

- An Entrant confirms that submitted work is their own or properly credited and that they hold the necessary rights to enter it.
- An Entrant consents to the Council using their name, likeness, and submitted work for the promotion of SAGA.
- An Entrant found to have solicited fraudulent votes, purchased votes, or misrepresented eligibility may be disqualified at any stage, including after a win, with forfeiture of title.

8.2 Voters

- A voter must be a verified individual; one account per person is permitted.
- Vote manipulation is prohibited and subject to account suspension and vote invalidation.

8.3 The Council

- The Council shall publish category lists, eligibility criteria, voting windows, and weighting formulae before nominations open, and shall not alter them once a stage has begun.
- The Council shall maintain a documented, auditable record of verification decisions and vote reconciliation for each cycle.
- The Council's decision on eligibility, verification, and results is final, subject to the appeal process in Article 8.4.

8.4 Appeals

An Entrant who believes they were incorrectly excluded, or that a result was affected by a breach of this Policy, may lodge a written appeal with the Secretariat within seven (7) days of the relevant decision or announcement. The Committee shall review and respond within fourteen (14) days. The Committee's decision on appeal is final.

ARTICLE 9 — CODE OF CONDUCT

This Article applies to every Nominee, Entrant, voter, Panel member, contractor, and Council member associated with SAGA. The following conduct is prohibited in all SAGA-related activity, including submissions, campaigning, events, and official communications:

- Political engagement — use of SAGA platforms or the award stage to promote party-political messaging, candidates, or causes.
- Bullying in any form directed at another participant. A reported and substantiated case of bullying shall result in disqualification.
- Copyright infringement — submission or promotion of work that is not the Entrant's own or properly credited and licensed.
- Violence, threats of violence, or incitement to violence, whether in person or online.
- Violation of this Policy or any other published SAGA rule.
- Conduct raising an age or parental-consent concern regarding the use of a young person's image, including publication of a minor's image or performance without verified parental or guardian consent.
- Harassment of any kind, including sexual harassment, targeted online harassment, and repeated unwanted contact.
- Verbal abuse, strong or obscene language, and insulting or degrading remarks directed at any participant.

This list is illustrative and not exhaustive. The Committee may act on conduct not explicitly listed where it seriously undermines the integrity, safety, or standing of SAGA.

ARTICLE 10 — LEGAL COMPLIANCE

This Policy operates alongside, and does not substitute, the laws of the Republic of South Africa. Where conduct under Article 9 also engages the law, the following shall apply, without limitation:

- Copyright infringement is addressed under the Copyright Act 98 of 1978.
- Harassment and verbal or online abuse may fall under the Protection from Harassment Act 17 of 2011 and, where conducted electronically, the Cybercrimes Act 19 of 2020.
- Use of a minor's image or personal information is subject to the Films and Publications Act 65 of 1996 and the Protection of Personal Information Act 4 of 2013, and requires verified parental or guardian consent before use or publication by the Council.
- Violence or threats of violence may constitute a criminal offence under applicable South African law and shall be reported to the South African Police Service where warranted.

Where a matter meets the threshold for criminal or civil proceedings, the Council's internal process shall run alongside, and not in place of, the applicable legal process. This Policy does not constitute legal advice.

ARTICLE 11 — DISCIPLINARY PROCEDURE

Any person may report a concern to the Secretariat in writing, with a description of the conduct, date, and available evidence.

The Secretariat shall acknowledge receipt within three (3) working days and open a case record.

The Committee shall review the evidence and may request a response from the person reported.

Where the alleged conduct is serious, including violence, harassment, a minor's safety, or credible vote manipulation, the Committee may suspend participation pending the outcome of the review.

The Committee shall determine, on a balance of probabilities, whether this Policy was breached, and the applicable outcome, which may include a warning, suspension, disqualification, or referral to law enforcement.

Both parties shall be notified in writing of the outcome.

The person reported may appeal in accordance with Article 8.4.

Disqualification may be applied at any stage, including after a public vote has closed or a title has been awarded, where a substantiated breach is found. A disqualified Nominee forfeits any title; the runner-up is not automatically promoted unless the Committee decides otherwise and records its reasons.

ARTICLE 12 — SUMMARY OF PROCESS

Stage	Description
1. Submission	Entrants or the Panel submit or refer entries with proof of work.
2. Verification	Secretariat checks entries against eligibility criteria.
3. Shortlisting	Committee ratifies the official list of Nominees per category.
4. Panel Review	Applies to professionally adjudicated categories only.
5. Voting	Public votes once per category per day within the published window.
6. Reconciliation	Votes and, where applicable, Panel scores are tallied and verified.
7. Announcement	Winners are announced officially at the SAGA event or platform.

ARTICLE 13 — ADOPTION, COMMENCEMENT AND AMENDMENT

This Policy is adopted by resolution of the Gwijo Arts Council.

This Policy commences and becomes binding on the Effective Date recorded in the Document Control section, once signed below.

The Council may amend this Policy at any time. An amendment does not apply retroactively to a cycle already in progress unless the amendment corrects a manifest error or is required by law.

The version published on the official GAC/SAGA platform at the commencement of a given cycle governs that cycle in full.

Signed for and on behalf of the Gwijo Arts Council:



Chairperson, Gwijo Arts Council

Name: Sipho Mgabi

Date: 07 June 2026



Secretary, Gwijo Arts Council

Name: Keletso Monyela

Date: 07 June 2026



Issued by the Gwijo Arts Council. This Policy may be amended by the Council; the version published on the official GAC/SAGA platform at the time of a cycle governs that cycle.