



**South African Coalition for Transitional Justice**

Reg no: 297-873 NPO | [www.sactj.org.za](http://www.sactj.org.za)  
203 Community House, 41, Salt River Road,  
Salt River, 7925 | PO Box 12945, Mowbray, 7935

## **Membership Application Form for the South African Coalition for Transitional Justice (SACTJ)**

### **Preamble**

The South African Coalition for Transitional Justice is a collection of civil society organisations seeking to ensure that processes of truth, justice, reparations and reconciliation are respected and fully implemented in the South African context.

### **Introduction**

This document sets out the terms for collaboration within the South African Coalition for Transitional Justice (SACTJ). This collaboration has been formed on the basis of the expertise and resources that each organisation and friend brings to a process that is intended to contribute to Transitional Justice in South Africa while this is still needed.

For the purposes of this agreement, ‘collaboration’ refers to a “relationship between individuals or groups that is characterised by mutual respect and co-operation”. The participating organisations are equal participants in the Coalition and as such, share responsibility for the success or failure of the work of the SACTJ.

### **1. Common purpose**

The common purpose of this collaboration is to facilitate the implementation of transitional and transformative justice work so as to support the Constitution of the Republic of South Africa in its mandate to “heal the divisions of the past and establish a society based on democratic values, social

justice and fundamental human rights”<sup>1</sup>.

## 2. Scope of work for the partnership

It is expected that the Coalition will focus on issues in South Africa pertaining to the unfinished and incomplete work of the Truth and Reconciliation Commission (TRC) and the failure of government to implement the recommendations of the TRC insofar as victims of apartheid are concerned. The work of the Coalition and that of its subcommittees deals with transitional and transformative justice.

(2.1) These issues may include:

- pardons,
- accountability, including prosecutions and re-opening of inquests, and the state signing and implementing conventions, treaties and protocols.
- reparations and the promotion of measures of restitution, addressing corporate impunity, facilitating reconciliation and community rehabilitation, and measures to secure the socioeconomic rights of victims and survivors, amongst others,
- disappearances,
- Anti-Torture.

(2.2) The work of the SACTJ will be informed and guided by an agreed strategic framework of activities and joint advocacy agenda. Committee chairpersons will be elected or nominated by the committees and will be responsible for coordinating the activities of the committee, minute taking, and archiving all records, which will be shared with SACTJ through the chairperson for tabling at general meetings.

## 3. Types of Affiliation

There are two types of membership in the Coalition; **Organisational member** and **Individual member** of the Coalition.

(3.1) **Organisational members of the Coalition** should be Civil Society Organisations that focus on at least one of the focus areas of the Coalition’s purposes and/or scope of practice and that are

---

<sup>1</sup> Preamble to the Constitution of the Republic of South Africa 1996 (Act 108 of 1996)

willing to adhere to the principles of the Coalition. Full members shall have a right to attend and participate fully in meetings and have a right to vote. The list of Organisational Members of the Coalition are contained in Appendix A.

**(3.2) Individual members of the Coalition** shall consist of:

- **3.2.1.** Individuals who bring expertise, skills, experience and influence to the Coalition. Such an individual should be committed to the principles and objectives of the Coalition;
- **3.2.3** Organisations that are committed to the principles and objectives of the Coalition and could add value to the discussions and debates of the Coalition (but for whom full membership might pose a challenge) can apply to be **Individual members** of the Coalition.

#### **4. Roles and responsibilities of Members**

**(4.1)** Organisations within the SACTJ may have both individual and group roles in furthering the purposes of the Coalition.

**(4.2)** No individual organisation has more power or status than any other organisation within the Coalition.

**(4.3)** Decisions of the SACTJ are reached by majority vote. Each organisational member has one vote and individual members collectively have one vote.

**(4.4)** Two representatives from each partner organisation will be responsible for keeping abreast of, and participating in the work of the coalition

#### **5. Joining the Coalition:**

**(5.1)** Those wishing to join SACTJ as organisational members or as individuals, shall be required to complete the membership application form (Appendix B).

**(5.2) Applications for Membership** of the SACTJ should be accompanied by a letter of motivation signed by a person who is authorised to commit the organisation to the requirements spelled out in the form.

- **(5.2.1)** The organisation should indicate: the name(s) of individuals representing it; the particular contributions it could make to the work of the Coalition; the resources and skills it could bring to the Coalition.

**(5.3)** New member applications are presented at general meetings for approval. The chairperson will convey the outcome to the new members after the general meeting and add the member to the email and WhatsApp groups.

**(5.4) Applications for Individual members of SACTJ** need only fill out an application form, and indicate whether this is as an individual or as an organisation.

- **(5.4.1)** New individual members are presented at general meetings for approval. The chairperson will convey the outcome to the new member after the general meeting and add the member to the email and WhatsApp groups.

## **6. The Management Committee**

The management committee consists of the Chairperson, Deputy Chairperson, Secretary, Treasurer, and up to three additional members. Service to the management committee is for a year. Members can stand for consecutive years. The Management Committee can consist of both organisational and individual members.

## **7. Termination of Affiliation**

**(7.1)** A member wishing to leave the Coalition can do so formally by submitting a letter of resignation, stating as far as possible, its reasons for terminating its membership.

**(7.2)** An organisation can be suspended or expelled from the Coalition under the following circumstances:

- Lack of participation.
- The organisation changes its mandate, and the new mandate contradicts or undermines the purpose of the Coalition.
- The organisation omits three consecutive meetings (without advance apologies).
- The organisation misappropriates any asset of the Coalition.
- The organisation engages in misconduct, either in connection with the Coalition or otherwise, such that it may affect the integrity or reputation of the Coalition.

**(7.3)** Individual members of SACTJ can be suspended or expelled from the Coalition at the discretion of the Coalition.

## **8. Funding and Fundraising**

**(8.1)** The members of the SACTJ shall work to try to secure ~~budgets~~ funding to cover the costs of the functioning of the SACTJ including the costs of coordinating the work of the SACTJ and the costs related to meetings and teleconferences and any operational costs.

**(8.2)** In the situation where a participating member organisation intends to apply for funding and intends using its membership of the Coalition to support its application, it is expected that the organisation will secure the agreement and approval of the members of the SACTJ for doing so and will circulate a summary of the application and proposed activities, and the name of the funder to the members of the SACTJ.

- **(8.2.1)** If on the other hand, an organisation, in its funding application, merely mentions the name of the Coalition as one of the network organisations it belongs to, it is not required to secure the above agreement and approval from members of the Coalition.

## **9. Confidentiality of Information**

All information shared in the coalition is assumed to be open. It is the responsibility of each person to inform the coalition if information they shares is confidential.

## **10. Ownership of Information**

It must be reinforced that all materials and activities of the coalition must remain the property of the coalition, and if used by any single member of the coalition, it must be recognized as such.

## **11. Logo**

Once a logo has been decided upon, any product/document that is produced by the Coalition in its joint activities shall carry the logo of the SACTJ.

## **12. Dispute resolution procedure**

In case of a disagreement/dispute within the SACTJ, member organisations will try their best to resolve the matter through discussion/negotiation. However, where this is unsuccessful, an Ad Hoc committee made up of SACTJ members from three organisations shall be formed and tasked to resolve the matter. If the matter cannot be resolved through the Ad Hoc SACTJ committee, then the

matter should be referred for formal mediation. If the dispute is unable to be resolved through mediation, an arbitration procedure will be initiated to settle the dispute.

### **13. General Principles**

The Coalition shall at all times be guided by the principles of honesty, tolerance, openness, frankness, transparency, accountability, integrity and respect for the collective contribution of participating organisations and individuals.

#### **APPENDIX A: MEMBERS OF THE SACTJ**

##### **Organisational members of the SACTJ include:**

- Institute for Justice and Reconciliation (IJR)- (2012 ongoing)
- Khulumani Support Group (KSG)- (2012)
- Centre for the Study of Violence and Reconciliation (CSVR)- (2012 ongoing)
- Human Rights Media Centre (HRMC)- (2012 ongoing)
- Trauma Center for survivors of violence and torture - (2012 to 2018) (2021)
- Open Secrets (OS)- (2020))
- Centre for Applied Legal Studies (CALS)- (2020)
- Violence Prevention Agency (VPA)- (2020)
- Foundation for Human Rights (FHR)- (2020)
- Imam Haron Foundation (IHF)- (2020)
- Institute for Healing of Memories
- South African Catholics Bishops Conference

##### **Individual members include:**

- Mary Burton
- Howard Varney
- Yasmin Sooka
- Kaajal Ramjathan-Keogh
- Christopher Gevers
- Haroon Gunn-Salie
- Naefa Kahn

- Steve Kahanovitz
- Salim Essop
- Angela Madukuti
- Jeremy Sarkin
- Thozama Njobe
- Maxine Rubin
- Jemma Blacklaw
- Lauren Grootboom

**APPENDIX B: APPLICATION FORM (MEMBER AND FRIENDS)**

**A) Biographical Details**

Name and Surname of applicant			
Name of organisation			
Type of application	Organisational Membership		Individual Membership
Address of applicant	Street Address:		Code
	PO Box Address:		Code
Contact details of organisation	Email:	Telephone:	Skype:
Contact of an individual	Email:	Mobile:	Skype:

**B) Interests (Tick the appropriate areas of interest)**

We are/I am interested in contributing towards matters pertaining to:	Tick
1. pardons	
2. accountability focusing on prosecutions	
3. accountability focusing on re-opening of inquests	
4. reparations	
5. promotion of restitution	
6. addressing corporate impunity	
7. facilitating reconciliation and community rehabilitation	
8. measures to secure the socioeconomic rights of victims/survivors amongst others	
9. disappearances	
10. anti torture	

**C) Expertise (Tick appropriate areas of expertise)**

pardons		prosecutions		inquests		reparation	
restitution		reconciliation		corporate impunity		disappearances	
socio-economic rights for victims. Survivors and others		disappearances		community rehabilitation		Anti-torture	

**D) Skills**

Media writing		Minute taking		Report-writing		Facilitation	
---------------	--	---------------	--	----------------	--	--------------	--



Public speaking		Legal empowerment		Psychosocial support		Mediation	
Events management		Logistics		Research		Other	

**E) Transformation**

Organisational applicants, please tell us about what your organisation is doing to advance transformation of the field of transitional justice and its institutions (including your own organisation):

Please attach a copy of your CV to your application.

We/I agree to the MOU of the SACTJ and commit to making a meaningful contribution to the SACTJ.

Name of Signatory: ..... Signature: ..... Date: