



***WKF RULES, REGULATIONS AND COMMISSIONS***



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## ***1. ANTI-DOPING RULES (ADR)***

### **INTRODUCTION**



## 1. The World Karate Federation Anti-Doping Program

The World Karate Federation operates in accordance with the World Anti-Doping Agency (WADA) and The World Anti-Doping Program. The main elements of the Program are: The World Anti-Doping Code (Code), International Standards and applicable Models of Best Practice.

The Anti-Doping Rules of the WKF (Rules) are based on the Code. The Rules follow the same structure as the Code. The Rules are a summary of the Code with some regulations, which are specific to WKF, and the members of WKF, meaning National Federations (NFs). The Code can be found on the WADA website.

## 2. The purposes of the WKF Anti-Doping Program and the Rules

The purposes of the WKF Anti-Doping Program and the Rules are:

- To protect the Athletes' fundamental right to participate in doping-free sport and thus promote health, fairness and equality for Athletes worldwide and
- To ensure harmonized, coordinated and effective anti-doping programs at the international and national level with regard to detection, deterrence and prevention of doping

## 3. Fundamental Rationale for the Code and the Rules

Anti-doping program seeks to preserve what is intrinsically valuable about sport. This intrinsic value is often referred to as "the spirit of sport"; it is the essence of Olympism; it is how we play true. The spirit of sport is the celebration of the human spirit, body and mind, and is characterized by the following values:

- Ethics, fair play and honesty
- Health
- Excellence in performance
- Character and education
- Fun and joy
- Teamwork
- Dedication and commitment
- Respect for the rules and laws
- Respect for self and other participants
- Courage
- Community and solidarity

Doping is fundamentally contrary to the spirit of sport.

## 4. Scope

These Rules shall apply to the WKF, each NF of the WKF, and each participant in the activities of the WKF or any of its NFs by virtue of the participant's membership, accreditation or participation in the WKF, its NFs, or their activities or Events.

It is the responsibility of each NF to ensure that all national-level Testing on the NF's athletes complies with the Rules. In some cases, the NF itself will be conducting the Doping Control described in these Rules. In some countries, many of the Doping Control



responsibilities of the NF have been delegated or assigned by statute to a National Anti-Doping Organization. In case the responsibilities are delegated or assigned to a National Anti-Doping Organization, it is the responsibility of the NF to inform the National Anti-Doping Organization about the WKF Rules, and to inform the WKF ADC immediately of any delays or potential problems caused by the delegation.

All NFs shall comply with these Rules. These Rules shall also be incorporated by reference into each National Federations Rules. All NFs shall include in their regulations the procedural rules necessary to effectively implement these Anti-Doping Rules.

These Rules shall apply to all Doping Controls over which the WKF and its NFs have jurisdiction.

## **1.- DEFINITION OF DOPING**

Doping is defined as the occurrence of one or more of the anti-doping rule violations set forth in Article 2.1 through Article 2.8 of the Rules.

## **2.- ANTI-DOPING RULE VIOLATIONS**

The following constitute anti-doping rule violations:

- 2.1** The presence of a Prohibited Substance or its Metabolites or Markers in an Athlete's bodily specimen.
  - 2.1.1** It is each Athlete's personal duty to ensure that no Prohibited Substance enters his or her body. Athletes are responsible for any Prohibited Substance or its Metabolites or Markers found to be present in their bodily Specimens. Accordingly, it is not necessary that intent, fault, negligence or knowing Use on the Athlete's part be demonstrated in order to establish an anti-doping violation under Article 2.1.
  - 2.1.2** Excepting those substances for which a quantitative reporting threshold is specifically identified in the Prohibited List, the detected presence of any quantity of a Prohibited Substance or its Metabolites or Markers in an Athlete's Sample shall constitute an anti-doping rule violation.
  - 2.1.3** As an exception to the general rule of Article 2.1, the Prohibited List may establish special criteria for the evaluation of Prohibited Substances that can also be produced endogenously.
- 2.2** Use or attempted use of a Prohibited Substance or a Prohibited Method.
  - 2.2.1** The success or failure of the Use of a Prohibited Substance or Prohibited Method is not material. It is sufficient that the Prohibited Substance or Prohibited Method was Used or Attempted to be Used for an anti-doping rule violation to be committed.
- 2.3** Refusing, or failing without compelling justification, to submit to sample collection after notification as authorized in applicable anti-doping rules or otherwise evading sample collection.
- 2.4** Violation of applicable requirements regarding Athlete availability for Out-of-Competition testing including failure to provide required whereabouts information and missed tests which are declared based on reasonable rules.



- 2.5** Tampering, or attempting to tamper, with any part of Doping Control.
- 2.6** Possession of Prohibited Substances and Methods:
- 2.6.1 Possession by an athlete at any time or place of a substance that is prohibited in Out-of-Competition Testing or a Prohibited Method unless the Athlete establishes that the possession is pursuant to a therapeutic use exemption granted in accordance with Article 4.4 (Therapeutic Use) or other acceptable justification.
- 2.6.2 Possession of a substance that is prohibited in Out-of-Competition Testing or a Prohibited Method by Athlete Support Personnel in connection with an Athlete, Competition or training, unless the Athlete Support Personnel establishes that the Possession is pursuant to a therapeutic use exemption granted to an Athlete in accordance with Article 4.4 (Therapeutic Use) or other acceptable justification.
- 2.7** Trafficking in any prohibited substance or prohibited method.
- 2.8** Administration or Attempted administration of a Prohibited Substance or Prohibited Method to any Athlete, or assisting, encouraging, aiding, abetting, covering up or any other type of complicity involving an anti-doping rule violation or any Attempted violation.

### **3.- PROOF OF DOPING**

#### **3.1 Burdens and Standards of Proof**

The NF that is responsible for the Results Management (Article 7) shall have the burden of establishing that an anti-doping rule violation has occurred. The standard of proof shall be whether the NF has established an anti-doping rule violation to the comfortable satisfaction of the hearing body bearing in mind the seriousness of the allegation which is made. This standard of proof in all cases is greater than a mere balance of probability but less than proof beyond a reasonable doubt. Where the Rules places the burden of proof upon the Athlete or other Person alleged to have committed an anti-doping rule violation to rebut a presumption or establish specified facts or circumstances, the standard of proof shall be by a balance of probability.

#### **3.2 Methods of Establishing Facts and Presumptions**

Facts related to anti-doping rule violations may be established by any reliable means, including admissions. The following rules of proof shall be applicable in doping cases:

- 3.2.1 WADA-accredited laboratories are presumed to have conducted Sample analysis and custodial procedures in accordance with the International Standard for laboratory analysis. The athlete may rebut this presumption by establishing that a departure from the International Standard occurred. If the Athlete rebuts the preceding presumption by showing that a departure from the International Standard occurred, then the NF shall have the burden to establish that such departure did not cause the Adverse Analytical Finding.
- 3.2.2 Departure from the International Standard for Testing which did not cause an Adverse Analytical Finding or other anti-doping rule violation shall not invalidate such results. If the Athlete establishes that the departure from the International Standard occurred during Testing then the NF shall have the burden to establish that such departures did cause the Adverse Analytical Finding or the factual basis for the anti-doping rule violation.



#### **4.- THE PROHIBITED LIST**

##### **4.1 Incorporation of the Prohibited List**

These Rules incorporate the Prohibited List, which is published and revised by WADA as described in Article 4.1 of the Code. The Prohibited List in force is always available on WADA's website. Each NF shall ensure that the current Prohibited List is available to its members and constituents.

##### **4.2 Publication and Revision of the Prohibited List**

WADA shall, as often as necessary and no less than annually, publish the Prohibited List as an International Standard. The Prohibited List will be published in accordance with a regular schedule to become effective on the 1<sup>st</sup> of January of each year. The Prohibited List shall be published also on the WADA's website. WADA may introduce changes to the Prohibited List. Unless provided otherwise in the Prohibited List or a revision, the Prohibited List and revisions shall go into effect under the Rules three months after publication of the Prohibited List by WADA without requiring any further action by WKF.

##### **4.3 Prohibited Substances and Prohibited Methods Identified on the Prohibited List**

The Prohibited List shall identify those Prohibited Substances and Prohibited Methods which are prohibited as doping at all times (both In-Competition and Out-of-Competition) because of their potential to enhance performance in future Competitions or their masking potential and those substances and methods which are prohibited In-Competition only.

##### **4.4 Criteria for Including Substances and Methods on the Prohibited List.**

WADA shall consider according to the criteria specified in Article 4.3 of the Code in deciding whether to include a substance or method on the Prohibited List.

##### **4.5 Therapeutic Use**

Athletes with a documented medical condition requiring the use of a Prohibited Substance or a Prohibited Method must first obtain a Therapeutic Use Exemption (TUE). WADA has adopted an International Standard for the process of granting TUE. NFs are responsible of setting up a procedure of granting a TUE according to the International Standard. TUE may be granted to an Athlete permitting the use of a Prohibited Substance or Prohibited Method as defined by the Prohibited List and respecting the International Standard. In case the NF is not able to set up a procedure for granting a TUE, the applications shall be forwarded to WKF Anti-Doping Commission, which will co-ordinate the handling of the application. Subject to the right to review by WKF, on its own initiative or upon request of the Athlete, each TUE granted by a National Federation respecting the International Standard for TUE, for an Athlete in the WKF registered testing pool or participating in WKF International Events, will be mutually recognized by the WKF Anti-Doping commission.

##### **4.6 Monitoring Program**

WADA, in consultation with other Signatories (WKF included) and governments, shall establish a monitoring program regarding substances which are not on the Prohibited List, but which WADA wishes to monitor in order to detect patterns of misuse in sport. WADA shall publish, in advance of any Testing, the substances that will be monitored.

#### **5.- TESTING**



### 5.1 Authority to Test

All Athletes affiliated with a NF shall be subject to In-Competition Testing by the WKF, the Athletes NF, and any other Anti-Doping Organization responsible for Testing at a Competition or Event in which they participate. All Athletes affiliated with a NF shall also be subject to Out-of-Competition Testing at any time or place, with or without advance notice, by the WKF, WADA, the Athlete's NF, the National Anti-Doping Organization of any country where the Athlete is present.

### 5.2 Responsibility for Testing

The WKF ADC shall be responsible for overseeing all Testing conducted by the WKF. Testing at WKF Events is the responsibility of the NF, which is the host of the Event according to the WKF Committee Rules. Testing must be performed as a minimum at World and Continental Championships, and at any other Event where reasonable practicable.

### 5.3 Testing procedures

Details for the following procedures will be described in **the International Standard for Testing**: Notification of Athletes, Preparing for the Sample Collection Session, Conducting the Sample Collection Session, Security/Post test administration and Transport of Samples and documents. All testing must be carried out in accordance with the International Standard for Testing. The NF shall promptly report completed tests through the WADA clearinghouse to avoid unnecessary duplication in Testing.

5.3.1 Blood (or other non-urine) Samples may be used either to detect Prohibited Substances or Prohibited Methods or for screening procedure purposes only. If the blood is collected for screening only, it will have no other consequences for the Athlete other than to identify him/her for a urine test under these anti-doping rules. In these circumstances, the IF may decide at its own discretion which blood parameters are to be measured in the screening Sample and what levels of those parameters will be used to indicate that an Athlete should be selected for a urine test.

### 5.4 Specific In-Competition Testing Procedures in the WKF

Specific Testing procedures at WKF Events, including Events described in Article 5.2, will be given in the following Articles. Description is given by using the WKF World Championships as an example.

5.4.1 The NF, which is responsible for organizing the Championships, is responsible for organizing the Testing according to the Rules.

5.4.2 The host NF must make sure that there are enough qualified personnel to take care of the Testing according to the Rules.

5.4.3 In the event of negligence in the practical organization of Testing during the Championships, the host NF shall be liable to a fine not exceeding US\$ 1000 (Article 23.2.3). The fine may be multiplied by the number of days for which the negligence continues.

5.4.4 The WKF Anti-Doping Commission (WKF ADC) will appoint an anti-doping Supervisor (Supervisor) for each Championship. The Supervisor shall supervise the local anti-doping staff and report to the WKF ADC immediately of any violations to the Rules.





- 5.4.5 Selection of Athletes to be tested at the WKF Events shall be decided by the WKF ADC. All participating Athletes shall be considered. From each category at least three (3) Athletes must be chosen before the start of the category. The Supervisor will supervise the selection according to the WKF ADC instructions.
- 5.4.6 In-Competition testing may happen any time during the Championships, meaning that any Event accredited Athlete is obliged to undergo doping control any time during any of the competition days whenever requested by an authorized official.
- 5.4.7 The Athlete must show his/her accreditation card or passport to proof his/her identification.
- 5.4.8 The persons specified in the International Standard for testing and in the Rules may be present during the Sample Collection Session in addition to the Sample Collection Personnel: The Athletes selected for doping control and their respective accredited representative, Authorized interpreters, Supervisor, the WKF ADC, WADA Independent Observer and Other people only with the permission of the Supervisor. The news media shall not be admitted to the doping control station. The doors of the station must not be left open. No photography shall be permitted in the Doping Control Station during the hours of operation.

## 5.5 Unannounced testing by WKF

Unannounced doping control may be conducted by the WKF at any time, including at the time or location of any Event in every NF. Preferably it shall be carried out without any advance notice to the Athlete or his/her NF. Every Athlete affiliated to any WKF NF is obliged to undergo unannounced doping control decided by the WKF.

- 5.5.1 The WKF shall keep a register of International-Level Athletes who are being subject to unannounced doping control. NFs have the obligation to submit the names, addresses and telephone numbers of all following Athletes:
- **All medal winner in the last WKF World Championships (both Cadets /Juniors and Seniors) and all medal winners in the last Continental Championships for seniors.**
  - **In case the number of the medal winners as described above is less than five or the NF does not have any medal winners as described above: The five top ranked International-Level Athletes (including all medal winners as described above) according to the NF's ranking system**
- 5.5.2 The WKF shall keep a register of training dates and venues, to enable to conduct unannounced doping control. NFs have the obligation to submit information of the training times and venues, training camps and any travel plans which may affect the availability for sample collection, for the Athletes described in the Articles 5.5.1.
- 5.5.3 NF must send the required whereabouts information described in Articles 5.5.1 and 5.5.2 in writing to WKF Secretariat office every year within the month of July. Required whereabouts information must be sent by post and it must be signed by the President unless otherwise instructed by the WKF ADC. NF has the obligation and responsibility to inform of all changes. NF that fails to submit the required whereabouts information to the WKF within the month of July shall be liable to a fine not exceeding US\$ 100 (Article 23.2.3) for every week that exceeds July 31.



- 5.5.4 If the Athlete cannot be found for unannounced testing due to incorrect or insufficient information provided to the WKF, the NF to which the Athlete is affiliated to, is obliged to pay all expenses for the unsuccessful attempt of testing.
- 5.5.5 If the attempts to conduct unannounced testing fail twice because the Authorized Sample Collection Authority is unable to locate the Athlete at the address or location provided to the WKF for such purposes, the WKF must send notice regarding the situation to both the Athlete and his/her NF, requesting for more detailed information as to the Athlete's schedule. If the Athlete cannot be located thereafter for a doping control test during a period up to six (6) months from the first date the Athlete was unable to be located, the Athlete is considered to have failed to submit to doping control in accordance with Article 2.

## **6.- ANALYSIS OF SAMPLES**

Doping Control Samples shall be analyzed and results shall be reported in accordance with the International Standard for Laboratories. Doping Control Samples shall be analyzed only in the WADA-accredited laboratories or as otherwise approved by the WADA.

## **7.- RESULTS MANAGEMENT**

- 7.1 The results management must be done in accordance with the Code, respecting at the same time the specific procedures defined in the Article 7 in the Rules. The duration of the proceedings must be completed if reasonable possible within the limits set in the Rules.

### **7.2 Initial Review and Notification after Initial Review**

The NF that is responsible for the Testing according to Article 5.4.1, any NF organizing Testing or if not otherwise specified the WKF ADC, upon receipt of an A Sample Adverse Analytical Finding shall conduct an Initial Review to determine whether: (a) an applicable therapeutic use exemption has been granted, or (b) there is any apparent departure from the International Standards for Testing or laboratory analysis that undermines the validity of the Adverse Analytical Finding. If the Initial Review does not reveal an applicable therapeutic use exemption or departure that undermines the validity of the Adverse Analytical Finding, the NF responsible for the Testing and/or review, must send a notification informing of the Adverse Analytical Finding including the laboratory report, to the Athlete's NF. The notification to the Athlete's NF shall be sent within five (5) working days after the laboratory has reported the results. Notification must be confirmed by a receipt of a registered letter with proof of delivery. The NF responsible for notification shall at the same time according to Article 14.1 inform WKF ADC (Secretariat Office) and WADA. In case of any problems with the Initial Review, the WKF ADC has to be informed immediately.

*It is the responsibility of the Athlete's NF to inform the Athlete about the Adverse Analytical Finding as soon as reasonable possible.*

### **7.3 Analysis of the B sample**

The B sample will be analyzed, if such analysis is requested by the Athlete, Athlete's NF, the WKF or the WADA. The request for B-analysis must be made directly to the laboratory. If the request is made by the Athlete or the Athlete's NF a copy of the request for a B-analysis must be sent to the WKF ADC at the same time. To be acceptable, the request for the B-analysis must be sent to the laboratory no more than five (5) working days after receipt of the registered letter informing of the Adverse



Analytical Finding specified in the previous Article. If the request is made by the Athlete or the Athlete's NF, the Athlete's NF is responsible for all expenses of the B-analysis. The B sample analysis must be done in accordance with the International Standard for Laboratories. No party may claim their inability to attend for the B-analysis on the date set as a reason for invalidating the B-analysis.

If the B sample proves negative, the entire test shall be considered negative and the Athlete, his/her NF, and the WKF ADC must be so informed. If the B sample confirms the result of A sample same procedure as in paragraph 7.2 must be followed in order to notify Athlete's NF and the Athlete.

#### **7.4 Principles Applicable to Provisional Suspensions**

Athlete's NF is responsible for imposing a Provisional Suspension based on an A Sample Adverse Finding. The Provisional Suspension must be imposed immediately after receiving the notification of the Adverse Analytical Finding according to the Article 7.2. The NF must give the Athlete an opportunity for a Provisional Hearing either (a) right away after receiving the notification or on a timely basis after the imposition of the Provisional Suspension; or (b) an opportunity for an expedited hearing in accordance with Article 8 (Right to a Fair Hearing) on a timely basis after imposition of a Provisional Suspension. If a subsequent B Sample analysis does not confirm the A Sample analysis, then the Athlete shall not be subject to any further disciplinary actions and any sanction previously imposed shall be rescinded.

### **8.- RIGHT TO A FAIR HEARING**

**8.1** *The NF to which the concerned Athlete or Person is affiliated to, has the responsibility for results management and providing a hearing process for any Person who is asserted to have committed an anti-doping rule violation.* Such hearing process shall address whether an anti-doping rule violation was committed and, if so, the appropriate Consequences. The hearing process shall respect the following principles:

- a timely hearing;
- fair and impartial hearing body;
- the right to be represented by counsel at the Person's own expense;
- the right to be fairly and timely informed of the asserted anti-doping rule violation;
- the right to respond to the asserted anti-doping rule violation and resulting Consequences;
- the right of each party to present evidence, including the right to call and question witnesses (subject to the hearing body's discretion to accept testimony by telephone or written submission);
- the Person's right to an interpreter at the hearing, with the hearing body to determine the identity, and responsibility for the cost of the interpreter; and
- a timely, written, reasoned decision;

**8.2** Hearings held in connection with Events may be conducted by an expedited process as permitted by the rules of the relevant NF and the hearing body.

**8.3** In the event that a party who has been convened should fail to appear, the case will be heard in that party's absence. The decision shall be deemed to have been taken after due hearing of the parties.

### **9.- AUTOMATIC DISQUALIFICATION OF INDIVIDUAL RESULTS**



The Code.

## **10.- SANCTIONS ON INDIVIDUALS**

The Code.

## **11.- CONSEQUENCES TO THE TEAMS**

The Code.

## **12.- SANCTIONS AND COSTS ASSESSED AGAINST NFs**

- 12.1 NFs shall be obligated to reimburse the WKF for all costs (including but not limited to laboratory fees, hearing expenses and travel) related to a violation of these Rules committed by an Athlete or other Person affiliated with that NF.
- 12.2 The WKF Disciplinary and Legal Committee may take additional disciplinary actions against NFs with respect to recognition, the eligibility of its officials and athletes to participate in International Events and fines based on the following:
  - 12.2.1 More than one Athlete or other Person from a NF commits an Anti-Doping Rule Violation during an International Event;
  - 12.2.2 Four or more violations of these Rules are committed by Athletes or other Persons affiliated with a NF within a period of 12-months;
  - 12.2.3 A NF has failed to make diligent efforts to keep the WKF informed about an Athlete's whereabouts after receiving a request for that information from the WKF

## **13.- APPEALS**

The Code.

## **14.- CONFIDENTIALITY AND REPORTING**

### **14.1 Information Concerning Adverse Analytical Findings and other Potential Anti-Doping Rule Violations**

When a NF has received an Adverse Analytical Finding on one of its Athletes it shall report the following information to the WKF and WADA within fourteen (14) days of the process described in Article 7 (Results Management) the Athlete's name, country, discipline and category within the sport, whether the test was In-Competition or Out-of-Competition, the date of Sample collection and the analytical result reported by the laboratory. The NF shall also regularly update the WKF and WADA on the status and findings of any review or proceedings conducted pursuant to Article 7 (Results Management), Article 8 (Right to a Fair Hearing) or Article 13 (Appeals), and comparable information shall be provided to WKF and WADA within 14 days of the notification described in Article 7.1.9, with respect to other violations of these Anti-Doping Rules. In any case in which the period of Ineligibility is eliminated under Article 10.5.1 in the Code (No Fault or Negligence) or reduced under Article 10.5.2 in the Code (No Significant Fault or Negligence), The WKF and WADA shall be provided with a written reasoned decision explaining the basis for the elimination or reduction. Neither the WKF nor WADA shall disclose this information beyond those persons



within their organizations with a need to know until the NF has made public disclosure or has failed to make public disclosure as required in Article 14.2 below.

**14.2 Public Disclosure**

Neither the WKF nor its NF shall publicly identify Athletes whose Samples have resulted in Adverse Analytical Findings, or who were alleged to have violated other Articles of these Anti-Doping Rules until it has been determined in a hearing in accordance with Article 8 that an anti-doping rule violation has occurred, or such hearing has been waived, or the assertion of an anti-doping rule violation has not been timely challenged or the Athlete has been Provisionally Suspended. Once a violation of these Anti-Doping Rules has been established, it shall be publicly reported within 20 days.

**14.3 Athlete Whereabouts Information**

Responsibilities of the NFs towards WKF are described under Article 5.5. WKF shall at all times maintain the obtained information in strict confidence and shall use it exclusively for purposes of planning, coordinating or conducting Testing and shall destroy it after it is no longer relevant for these purposes.

**14.4 Statistical Reporting**

NFs shall report to the WKF at the end of every results of all Doping Controls within their jurisdiction sorted by Athlete and identifying each date on which the Athlete was tested, the entity conducting the test, and whether the test was In-Competition or Out-of-Competition. The WKF may periodically publish Testing data received from NF as well as comparable data from Testing under WKF's jurisdiction.

**14.5 Recognition of Decisions by IF and National Federations**

*Any decision of the WKF or a NF regarding a violation of these Anti-Doping Rules shall be recognized by all NF, which shall take all necessary action to render such results effective.*

**15.- CLARIFICATION OF DOPING CONTROL RESPONSIBILITIES**

The procedures in the WKF and official WKF Continental Organizations events are described under Article 5.4.

**16.- DOPING CONTROL FOR ANIMALS COMPETING IN SPORTS**

Not applicable.

**17.- STATUTE OF LIMITATIONS**

No action may be commenced against an Athlete or other Person for a violation of an anti-doping rule contained in the Rules unless such action is commenced within eight (8) years from the date the violation occurred.



## **18.- EDUCATION**

### **18.1 Basic Principle and Primary Goal**

The primary goal of education shall be to dissuade Athletes from using Prohibited Substances and Prohibited Methods.

### **18.2 Program and Activities**

WKF and each NF should plan, implement and monitor information and education programs. The programs should provide Athletes and Athlete support personnel with update and accurate information on at least the following issues:

- Substances and Methods on the Prohibited List
- Health consequences of doping
- Doping Control procedures
- Athletes' rights and responsibilities

The programs should promote the spirit of sport in order to establish an anti-doping environment, which influence behavior among Athletes and Athlete Support Personnel. Athlete Support Personnel should educate and counsel Athletes regarding anti-doping policies and rules adopted pursuant to the Rules.

### **18.3 Coordination and Cooperation**

The WKF, WKF Continental Organizations and NFs shall cooperate with each other and governments to coordinate their efforts in anti-doping information and education.

## **19.- RESEARCH**

The Code.

## **20.- ADDITIONAL ROLES AND RESPONSIBILITIES OF THE WKF AND IT'S MEMBERS ORGANIZATIONS**

- 20.1 To require as a condition of membership that the policies, rules and programs of all member organizations are in compliance with the Rules.
- 20.2 To require all Athletes and Athlete Support Personnel within their jurisdiction to recognize and be bound by the Rules.
- 20.3 To monitor the anti-doping programs of respective members.
- 20.4 To authorize and facilitate the Independent Observer program at International Events.
- 20.5 To withhold some or all funding to its members that are not in compliance with the Rules.

## **21.- ROLES AND RESPONSIBILITIES OF ATHLETES AND AHTLETE SUPPORT PERSONNEL**

### **21.1 Roles and Responsibilities of Athletes affiliated with the NFs**

- 21.1.1 To be knowledgeable of and comply with all applicable anti-doping policies and rules adopted pursuant to the Rules.



21.1.2 To be available for Sample collection.

21.1.3 To take responsibility, in the context of anti-doping, for what they ingest and use.

21.1.4 To inform medical personnel of their obligation not to Use Prohibited Substances and Prohibited Methods and to take responsibility to make sure that any medical treatment received does not violate anti-doping policies and rules adopted pursuant to the Rules.

## **21.2 Roles and Responsibilities of Athlete Support Personnel affiliated with the NFs**

21.2.1 To be knowledgeable of and comply with all anti-doping policies and rules adopted to the Rules and which are applicable to them or the Athletes whom they support.

21.2.2 To cooperate with the Athlete Testing program.

21.2.3 To use their influence on the Athlete values and behavior to foster anti-doping attitudes.

## **22.- INVOLVEMENT OF GOVERNMENTS**

The Code.

## **23.- ACCEPTANCE, COMPLIANCE AND MODIFICATIONS**

### **23.1 Acceptance and modifications of the Rules**

The Rules are approved and modified according to the WKF statutes. All amendments to the Code must be implemented in the Rules as set in the Code.

### **23.2 Consequences of Noncompliance with the Code or the Rules**

23.2.1 Noncompliance with the Code: See Article 23.5 in the Code.

23.2.2 Noncompliance with the procedures relating to anti-doping rule violations will be investigated by WKF ADC. The final decision will be made by the WKF Executive Committee (WKF EC) and it must be based on the Rules.

23.2.3 All decisions concerning the fines in the Rules will be taken by WKF EC based on the recommendations by the WKF ADC.

23.2.4 All other noncompliance with the Rules will be handled by the WKF Disciplinary and Legal Committee (DLC).

## **24.- INTERPRETATION OF THE CODE AND THE RULES**

### **24.1 Interpretation of the Code**

See the Article 24 in the Code.



## **24.2 Interpretation of the Rules**

24.2.1 These Rules have been adopted pursuant to the applicable provisions of the Code and shall be interpreted in a manner that is consistent with applicable provisions of the Code. The comments annotating various provisions of the Code may, where applicable, assist in the understanding and interpretation of these Rules.

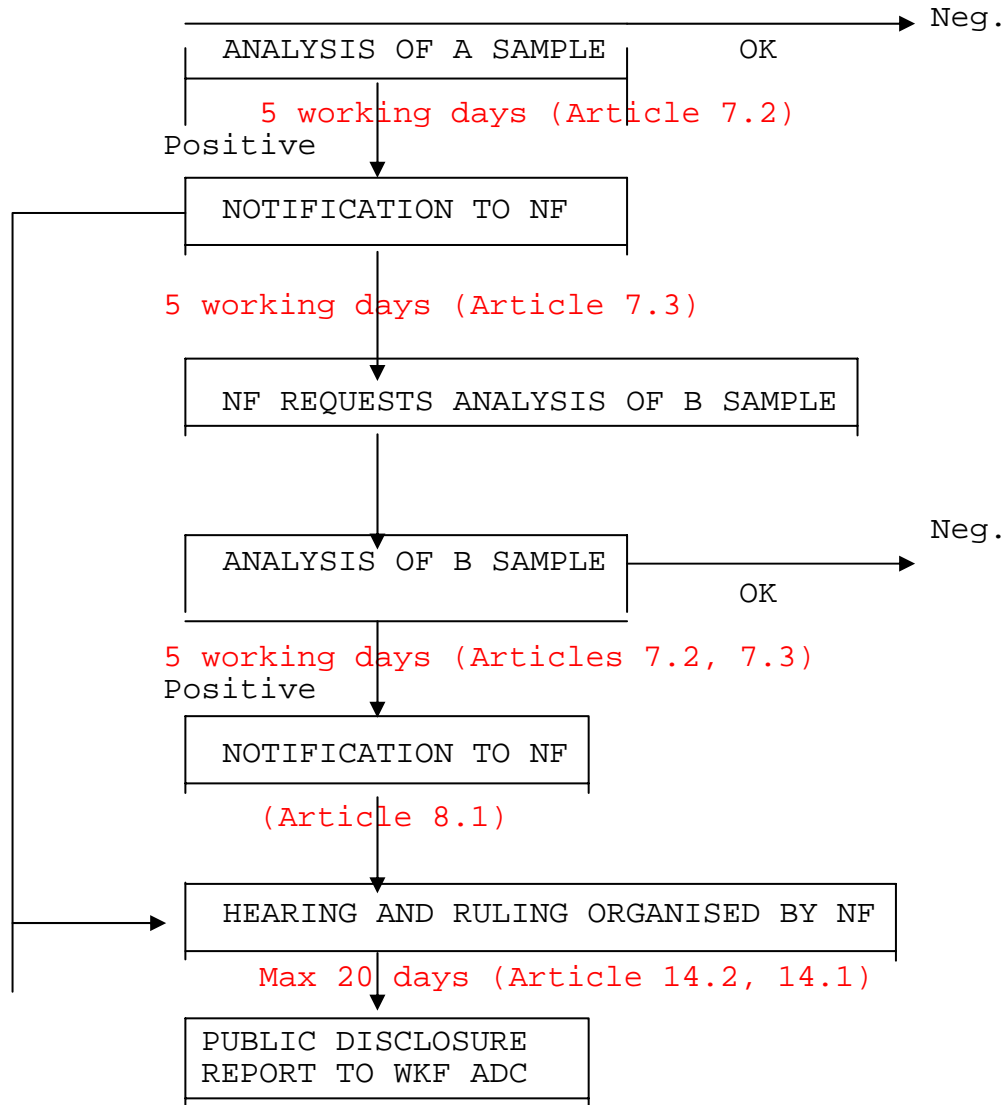
24.2.2 In the event of any conflict between the English, French and Spanish versions, the English version shall prevail.





**APPENDIX 1 - FLOWCHART: ADVERSE ANALYTICAL FINDING**

Maximum time limits between different steps are shown with red color





## **APPENDIX 2 - DEFINITIONS**

***Adverse Analytical Finding.*** A report from a laboratory or other approved Testing entity that identifies in a Specimen the presence of a Prohibited Substance or its Metabolites or Markers (including elevated quantities of endogenous substances) or evidence of the use of a Prohibited Method.

***Anti-Doping Organization.*** A Signatory that is responsible for adopting rules for initiating, implementing or enforcing any part of the Doping Control process. This includes, for example, the International Olympic Committee, the International Paralympic Committee, other Major Event Organizations that conduct Testing at their Events, WADA, International Federations (WKF), and National Anti-Doping Organizations.

***Athlete.*** For purposes of Doping Control, any Person who participates in sport at the international level (as defined by each International Federation) or national level (as defined by each National Anti-Doping Organization) and any additional Person who participates in sport at a lower level if designated by the Person's National Anti-Doping Organization. For purposes of anti-doping information and education, any Person who participates in sport under the authority of any Signatory, government, or other sports organization accepting the Code.

***Athlete Support Personnel.*** Any coach, trainer, manager, agent, team staff, official, medical or paramedical personnel working with or treating Athletes participating in or preparing for sports competition.

***Attempt.*** Purposely engaging in conduct that constitutes a substantial step in a course of conduct planned to culminate in the commission of an anti-doping rule violation. Provided, however, there shall be no anti-doping rule violation based solely on an Attempt to commit a violation if the Person denounces the attempt prior to it being discovered by a third party not involved in the Attempt.

***Code.*** The World Anti-Doping Code.

***Competition.*** A single race, match, game or singular athletic contest. For example, the finals of the Olympic 100-meter dash. For stage races and other athletic contests where prizes are awarded on a daily or other interim basis the distinction between a Competition and an Event will be as provided in the rules of the applicable International Federation.

***Consequences of Anti-Doping Rules Violations.*** An Athlete's or other Person's violation of an anti-doping rule may result in one or more of the following: (a) Disqualification means the Athlete's results in a particular Competition or Event are invalidated, with all resulting consequences including forfeiture of any medals, points and prizes; (b) Ineligibility means the Athlete or other Person is barred for a specified period of time from participating in any Competition or other activity or funding as provided in Article 10.9; [and (c) Provisional Suspension means the Athlete or other Person is barred temporarily from participating in any Competition prior to the final decision at a hearing conducted under Article 8 (Right to a Fair Hearing).]

***Disqualification.*** See Consequences of Anti-Doping Rules Violations above.

***Doping Control.*** The process including test distribution planning, Sample collection and handling, laboratory analysis, results management, hearings and appeals.



**Event.** A series of individual Competitions conducted together under one ruling body (e.g., the Olympic Games, FINA World Championships, or Pan American Games).

**In-Competition.** For purposes of differentiating between In-Competition and Out-of-Competition Testing, unless provided otherwise in the rules of an International Federation or other relevant Anti-Doping Organization, an In-Competition test is a test where an Athlete is selected for testing in connection with a specific Competition.

**Independent Observer Program.** A team of observers, under the supervision of WADA, who observes the Doping Control process at certain Events and report on observations. If WADA is testing In-Competition at an Event, the observers shall be supervised by an independent organization.

**Ineligibility.** See Consequences of Anti-Doping Rules Violations above.

**International Event.** An Event where the International Olympic Committee, the International Paralympic Committee, an International Federation, a Major Event Organization, or another international sport organization is the ruling body for the Event or appoints the technical officials for the Event.

**International-Level Athlete.** Athletes designated by one or more International Federations as being within the Registered Testing Pool for an International Federation.

**International Standard.** A standard adopted by WADA in support of the Code. Compliance with an International Standard (as opposed to another alternative standard, practice or procedure) shall be sufficient to conclude that the procedures addressed by the International Standard were performed properly.

**Major Event Organizations.** This term refers to the continental associations of National Olympic Committees and other international multi-sport organizations that function as the ruling body for any continental, regional or other International Event.

**Marker.** A compound, group of compounds or biological parameters that indicates the Use of a Prohibited Substance or Prohibited Method.

**Metabolite.** Any substance produced by a bio transformation process.

**Minor.** A natural Person who has not reached the age of majority as established by the applicable laws of his or her country of residence.

**National Anti-Doping Organization.** The entity(ies) designated by each country as possessing the primary authority and responsibility to adopt and implement anti-doping rules, direct the collection of Samples, the management of test results, and the conduct of hearings, all at the national level. If this designation has not been made by the competent public authority(ies), the entity shall be the country's National Olympic Committee or its designee.

**National Event.** A sport Event involving international or national-level Athletes that is not an International Event.

**National Federation.** A national or regional entity which is a member of or is recognized by IF as the entity governing the IF's sport in that nation or region.

**National Olympic Committee.** The organization recognized by the International Olympic



Committee. The term National Olympic Committee shall also include the National Sport Confederation in those countries where the National Sport Confederation assumes typical National Olympic Committee responsibilities in the anti-doping area.

**No Advance Notice.** A Doping Control which takes place with no advance warning to the Athlete and where the Athlete is continuously chaperoned from the moment of notification through Sample provision.

**No Fault or Negligence.** The Athlete's establishing that he or she did not know or suspect, and could not reasonably have known or suspected even with the exercise of utmost caution, that he or she had Used or been administered the Prohibited Substance or Prohibited Method.

**No Significant Fault or Negligence.** The Athlete's establishing that his or her fault or negligence, when viewed in the totality of the circumstances and taking into account the criteria for No Fault or Negligence, was not significant in relationship to the anti-doping rule violation.

**Out-of-Competition.** Any Doping Control which is not In-Competition.

**Participant.** Any Athlete or Athlete Support Personnel.

**Person.** A natural Person or an organization or other entity.

**Possession.** The actual, physical possession, or the constructive possession (which shall be found only if the person has exclusive control over the Prohibited Substance/Method or the premises in which a Prohibited Substance/Method exists); provided, however, that if the person does not have exclusive control over the Prohibited Substance/Method or the premises in which a Prohibited Substance/Method exists, constructive possession shall only be found if the person knew about the presence of the Prohibited Substance/Method and intended to exercise control over it. Provided, however, there shall be no anti-doping rule violation based solely on possession if, prior to receiving notification of any kind that the Person has committed an anti-doping rule violation, the Person has taken concrete action demonstrating that the Person no longer intends to have Possession and has renounced the Person's previous Possession.

**Prohibited List.** The List identifying the Prohibited Substances and Prohibited Methods.

**Prohibited Method.** Any method so described on the Prohibited List.

**Prohibited Substance.** Any substance so described on the Prohibited List.

**Provisional Hearing.** For purposes of Article 7.5, an expedited abbreviated hearing occurring prior to a hearing under Article 8 (Right to a Fair Hearing) that provides the Athlete with notice and an opportunity to be heard in either written or oral form.

[**Provisional Suspension.** See Consequences above.]

**Publicly Disclose or Publicly Report.** To disseminate or distribute information to the general public or persons beyond those persons entitled to earlier notification in accordance with Article 14.

**Registered Testing Pool.** The pool of top level Athletes established separately by each International Federation and National Anti-Doping Organization who are subject to both In-



Competition and Out-of-Competition Testing as part of that International Federation's or Organization's test distribution plan.

**Sample/Specimen.** Any biological material collected for the purposes of Doping Control.

**Signatories.** *Those entities signing the Code and agreeing to comply with the Code, including the International Olympic Committee, International Federations, International Paralympic Committee, National Olympic Committees, National Paralympic Committees, Major Event Organizations, National Anti-Doping Organizations, and WADA.*

**Tampering.** Altering for an improper purpose or in an improper way; bringing improper influence to bear; interfering improperly to alter results or prevent normal procedures from occurring.

**Target Testing.** Selection of Athletes for Testing where specific Athletes or groups of Athletes are selected on a non-random basis for Testing at a specified time.

**Team Sport.** A sport in which the substitution of players is permitted during a Competition.

**Testing.** The parts of the Doping Control process involving test distribution planning, Sample collection, Sample handling, and Sample transport to the laboratory.

**Trafficking.** To sell, give, administer, transport, send, deliver or distribute a Prohibited Substance or Prohibited Method to an Athlete either directly or through one or more third parties, but excluding the sale or distribution (by medical personnel or by Persons other than an Athlete's Support Personnel) of a Prohibited Substance for genuine and legal therapeutic purposes.

**Use.** The application, ingestion, injection or consumption by any means whatsoever of any Prohibited Substance or Prohibited Method.

**WADA.** The World Anti-Doping Agency.



## ***2. ANTI-DOPING COMMISSION RULES (ADCR)***



## **1. MEMBERS**

- 1.1 The Anti-Doping Commission (ADC) will be composed of two permanent members and if needed three to five other members appointed on a case by case basis by the WKF President and Anti-Doping Commission Chair.
- 1.2 Due to the nature of the Anti-Doping Commission, it is recommended that the Chair of the WKF Medical Commission is one of the two permanent members. The Chair of the Anti-Doping Commission will be appointed by the Executive Committee, and will be one of the two permanent members. It is possible that the same person holds both Chairs (MC and ADC) if the Executive Committee so decides.
- 1.3 In any case of an anti-doping violation which has to be managed by WKF, the Anti-Doping Commission will proceed with the analyses established in accordance with WADA Code. In the case that final analyses turn out to be positive and prohibited substances are detected, the Anti-Doping Commission will forward the file to the DLC for disciplinary follow-up.

## **2. CONTINENTAL CONTACT PERSON**

- 2.1 All Continental Federations are required to appoint an Anti-Doping contact person. It is the responsibility of this person to make sure that WKF Anti-Doping Rules are followed. Unless specified by the Continental Federation, the contact person shall be the Continental Anti-Doping Commission Chair.
- 2.2 The Continental Contact person is responsible for insuring that the Anti-Doping Testing in the Continental Championships is done according to the WKF Anti-Doping Rules.

## **3. OBJECTIVES AND RESPONSIBILITIES**

- To insure that the WKF Anti-Doping Rules (ADR) are in accordance with the WADA Code.
- To insure that WKF is following the Rules and to report to the Executive Committee any non compliance with the Rules.
- To plan a WKF Anti-Doping Program which includes education.
- To prepare a statistical report according to the Rules

## **4. DECISION MAKING**

- 4.1 Objectives and Responsibilities defined in the point 3 may be managed by the permanent members.
- 4.2 Any of two permanent members must withdraw from any case where there may be a conflict of interest. In such cases the WKF President will appoint, together with the remaining permanent members, the other adjudicators for the case.



### ***3. CONFLICT OF INTEREST REGULATION (CIR)***

#### **1.- SCOPE OF APPLICATION**





This text is applicable to WKF party or parties involved when a conflict of interest occurs. With respect to legal persons, this text is applicable to all members or staff with actual decision-making power within the issues under consideration. Each such legal person may, if it so wishes, define categories of persons meeting this criterion, in cooperation with the DLC.

## **2.- DEFINITION**

A possible conflict of interest, according to this text, is any situation in which the opinion or decision of a person, acting alone or within an organisation, may be reasonably considered as liable to be influenced by relations that the aforementioned person has or is on the point of having with one or more natural or legal persons that would be affected by his/her judgement or decision.

Conflict of interest arises for any person who, finding themselves in a situation where a potential conflict of interest exists, neglects to declare it, expresses an opinion or takes a decision in favour of or against a natural or legal person, as set out in the paragraph above, or accepts any benefit from one or other of the persons described in the paragraph above.

## **3.- TYPES OF INTEREST TO TAKE INTO CONSIDERATION**

In assessing the situations described in Article 2 above, direct as well as indirect interests must be taken into account. Thus, this includes the interests of a third person (e.g.: parent, partner, relation or dependent).

In the following non-exhaustive list of examples, the circumstances in which a conflict of interest could arise are:

- Personal and material involvement (salary, shareholding, various benefits) with suppliers of a party concerned;
- Same situation with sponsors, broadcasters, various contracting parties;
- Same situation with an organisation liable to benefit from the assistance of a party concerned (including subsidy, approval clause or election).
- Even voluntary involvement with another entity liable to having a differing interest in a given decision.

## **4.- PROHIBITION**

Conflicts of interest are prohibited. Any person in a situation where a possible conflict of interests exists must make a disclosure as set out in Article 5 hereafter.

## **5.- RESOLUTION OF CONFLICTS**

It is the personal responsibility of each person to avoid situations where a conflict of interest exists. In such a situation, the person concerned must declare the situation immediately to the DLC Chair.

The information given will be kept confidential.

The DLC is responsible for advising individuals in a with a possible conflict of interests situation.

## **6.- PROCEDURE**



Any case of conflict of interests is dealt with in accordance with the provisions of the WKF Statutes and Regulations.

The WKF Executive Committee is responsible, in the last instance, for taking decisions concerning conflict of interest.

## **7.- STEPS TO TAKE**

Faced with a possible conflict of interests, the person concerned must in all cases refrain from giving their judgement, from making a decision or accepting any form of benefit whatsoever.

In case of doubt, he/she must request the advice of the DLC or, if it is not meeting, that of its Chair.

The DLC proposes to the person concerned in/on the same conditions, a solution from the following options:

- Registering the declaration without any particular measure;
- Removal of the person involved from part or all of the action or from the decision of the party at the root of the conflict;
- Relinquishment of the management of the external interest causing the conflict.

Complementary measures in addition to these three options may also be proposed.

The person concerned then takes the steps that he/she considers appropriate.

In the case of a difference of opinion, the WKF-EC examines the case and makes a last instance decision.

## **8.- SPECIFIC PROVISIONS**

Prior to examination of a candidature for election or appointment to a WKF Committee or Commission, a candidate must declare his/her professional interests to the DLC, which examines such interests. Where appropriate, the DLC may draw the attention of the candidate to possible conflicts of interests that it identifies. This does not exempt the candidate concerned from making subsequent declarations pursuant to Article 5.

## **9.- UNDECLARED CONFLICT OF INTEREST**

In the event that a person neglects to disclose a source of a conflict of interest, the WKF President may refer the case to the DLC in accordance with the conditions set out in its rules.

Following an enquiry, the DLC proposes to the EC a decision that may include the measures provided in Article 7, as well as the sanctions defined in the DLC rules.



## **10.- TRANSITIONAL MEASURES**

From 22<sup>nd</sup> October 2003, any situation where a possible conflict of interest exists must be declared before 1<sup>st</sup> October 2004 by the person concerned. Failing that, the measures planned for a case of a conflict of interest will be applied.

**11.-** The WKF-EC and the DLC are responsible, each in its own capacity, for the execution of this decision which shall enter into force as of 22<sup>nd</sup> October 2003.



## ***4. RULES OF PROTOCOLE (PTR)***



## **ARTICLE 1**

The object of these rules is to define the protocol to be used in WKF. It will be applicable in all WKF events: Championships, World Games or Olympic (Continental) Games, Congresses, EC meetings, receptions, etc

The EC will appoint a protocol responsible, who will survey the strict application of these rules. In case of difficulties he will consult to the President and in the absence of the latter to the immediate EC member following the protocol order.

## **ARTICLE 2**

Protocol order (Precedence)

The EC members will be classified as follows:

- 1: President
- 2: General Secretary
- 3: Honorary President
- 4: 1st Vice President
- 5: Treasurer
- 6: 2nd Vice President
- 7: 3rd Vice President
- 8: Assistant General Secretary
- 9: Assistant Treasurer
- 10 to 15: Presidencies of Continental Unions
- 16 and forward: Members

From the rank 10 and ahead the precedence will be given to the most senior members according their election date in the EC or in the Continental Union. In case of equal dates, the precedence will be given following the age criteria.

## **ARTICLE 3**

The place of the EC members in all WKF events will be the following:

Right to the President, the General Secretary and the 1st Vice President.

Left to the President, the Honorary President and the Treasurer.

The other members will be placed successively right and left following their rank in the protocol.

Notwithstanding, for the opening ceremony, the President and the General Secretary of the organising Federation will be placed at both sides of the President (the other members will move one place), as well as the highest personalities invited (see Article 6).

## **ARTICLE 4**

In case of absence of the President, the substitution will be made following the protocol order defined in Article 2.

## **ARTICLE 5**

Inside the Stadium a private and well delimited space will be reserved to the EC members as well as for the President and the General Secretary of the Organising Federation, with their names marked in the seats for the whole duration of the Championships. The Organisation Commission will have available a service of order



under the authority of the responsible of the protocol, who will provide that the seats are not occupied by persons other than those designated for the seats reserved. For the Presidents of Federations, the VVIP and the VIP and the spouses of the EC members or Federations Presidents. a separate space will be provided.

#### **ARTICLE 6**

For the opening ceremony, the organising Federation will communicate in advance the list of the highest personalities attending. The WKF President will decide on their placing in agreement with the President of the organising Federation.

#### **ARTICLE 7**

For the medals ceremony, the corresponding personality will be always accompanied by the WKF President or in his absence by an EC member following the protocol order defined in Article 2, and the EC members will move one place.

#### **ARTICLE 8**

The President, the General Secretary and the Treasurer will each have available a car with driver for their transport during the whole duration of the Championships.

#### **ARTICLE 9**

The members ranked between the numbers 3 to 9 will have permanently available a minibus.  
The other members will have available a bus for the transport between the HQ hotel and the stadium.  
There will be a shuttle bus service between the HQ hotel and the stadium during the whole duration of the Championships.

#### **ARTICLE 10**

This protocol will be also applicable to the Continental Unions.



## ***5. REGULATION OF DAN GRADES HOMOLOGATION (DGR)***

### **ARTICLE 1**

The WKF will make available certificates for Homologation of DAN grade at the



International level.

## **ARTICLE 2**

The cost of the WKF certificate will be as determined by the Executive Committee.

## **ARTICLE 3**

WKF National Federations may apply for any number of certificates. The application must be made on the headed paper of the federation and signed by the President. No other form of application will be accepted. The application must be accompanied by the correct remittance and addressed to the WKF Treasury. The applying country must be in good financial standing with the WKF.

## **ARTICLE 4**

Upon receipt of application by the Treasury, the requisite number of certificates will be filled in with the name of the person from 6<sup>th</sup> Dan and upwards, validated and sent to the National Federation of the applicant.

## **ARTICLE 5**

Validation of certificates will be made by stamping them with a WKF die, and impressing them with the signature of the WKF President.

## **ARTICLE 6**

Upon receipt of such, the National Federation President will add his/her signature and in its case the name (see Appendix 1) and the certificate may then be issued. The responsibility for International Dan Grade Homologation in a country is entrusted up to the 5<sup>th</sup> Dan Grade to the issuing National Federation, and to the WKF Executive Committee from 6<sup>th</sup> Dan Grade and upwards. WKF will receive a list of recipients from the applying National Federation and will not become involved in the national procedure of nomination or approval.

## **ARTICLE 7**

For each individual application for 6<sup>th</sup> Dan Grade and upwards, the applying National Federation will have to enclose a dossier where the merits justifying the said application are substantiated.

## **ARTICLE 8**

In order to centralise homologation records, each National Federation is requested to send to the Treasurer the list of all recipients including name, forenames and grade.

## **ARTICLE 9**

National Federations may only apply for Dan Grade Homologation Certificates for residents of that country who are licensees of that National Federation. Any exception to this must be approved by the WKF Executive Committee.

## **ARTICLE 10**

The surcharge made to individual recipients by the National Federation will be at the





discretion of that Federation.

### **ARTICLE 11**

Once issued to the National Federations, the certificates become the property of that Federation except where the WKF Executive Committee demands the withdrawal of a particular certificate, or certificates, for whatever reason.

### **ARTICLE 12**

In issuing WKF certificates, the National Federation binds itself to observe these regulations and any subsequent bylaws imposed by the WKF Executive Committee in its discretion.

### **ARTICLE 13**

WKF Executive Committee may, after consultation with the relevant parties, give honorary International Dan Homologation Certificates to any people who, in the opinion of the WKF Executive Committee, merit such an award.

### **ARTICLE 14**

When in specific cases, the WKF Executive Committee considers that exceptional circumstances concur, will be entitled to make exceptions to these regulations.



**MINIMUM REQUIREMENTS FOR ISSUE OF WKF DAN HOMOLOGATION  
CERTIFICATES**

**Appendix 1**

<b>Dan</b>	<b>Qualification</b>	<b>Years in Karate</b>	<b>Age</b>
1 <sup>st</sup>	-	-	16+
2 <sup>nd</sup>	1 <sup>st</sup> dan	-	16+
3 <sup>rd</sup>	2 <sup>nd</sup> dan	-	16+
4 <sup>th</sup>	3 <sup>rd</sup> dan for 3 yrs	11	30+
5 <sup>th</sup>	4 <sup>th</sup> dan for 4 yrs	16	35+
#6 <sup>th</sup>	5 <sup>th</sup> dan for 5 yrs	21	41+
#7 <sup>th</sup>	6 <sup>th</sup> dan for 6 yrs	28	48+
#8 <sup>th</sup>	7 <sup>th</sup> dan for 7 yrs	38	58+
#9 <sup>th</sup>	8 <sup>th</sup> dan for 8 yrs	-	60+
#10 <sup>th</sup>	9 <sup>th</sup> dan for 9+ yrs	-	70+

# Means that these grades must be approved by the WKF Executive Committee.



## ***6. DISCIPLINARY AND LEGAL RULES (DLR)***

### **ARTICLE 1**



The DLC is competent in juridical and disciplinary matters. Upon demand of the WKF President, it can give advice on any juridical incidents or matters of WKF interest. In disciplinary matters, the goal of the WKF-DLC is to adjudicate all disputes arising from regulations related to the sporting and ethical behaviour of WKF members. It is competent to deal with the conflicts that may arise in relationship with the interpretation and the application of article 1.8 of WKF Statutes. It is competent to resolve all conflicts between NF's, and between WKF and NF's. The DLC is competent to resolve all conflicts between NF's, and between WKF and NF's. The DLC is competent both at World and Continental level, in the whole international domain. In disciplinary matters, there will be a Disciplinary Commission of 1<sup>st</sup> instance (DT) and an Appeal Tribunal (AT)

## **ARTICLE 2**

The DLC is headed by a Chair appointed by the Executive Committee. The seat of the DLC is the same as that of the WKF General Secretariat. For each case the Chair will appoint a panel of three judges that will form the Disciplinary Tribunal (DT). The Chair of the DLC will appoint from among the three judges a Chair who will preside over the case concerned. The Chair may appoint one Investigator, not belonging to the Tribunal, in charge of a preliminary inquiry.

## **ARTICLE 3**

The DLC will act in disciplinary matters either as its own initiative or upon request of the Executive Committee or of a third party. In this latter case, the Chair will decide upon the acceptability of the request. The decision taken can be appealed exclusively before the TAS/CAS.

## **ARTICLE 4**

The DLC will deal with disciplinary matters other than where the Referee Commission has jurisdiction such as application of the competition rules. This would include, for example, disciplinary offences in relationship with the opening and closing ceremonies, incorrect behaviour of delegation members inside or outside the competition area, or any behaviour that is considered contrary to the ethics of Karate-do.

## **ARTICLE 5**

The DLC has the power to institute disciplinary measures upon Federations, Delegations or Delegation Members in the form of verbal or written warnings, impose sanctions or penalties, or suspensions from participation in WKF events (see Article 11).

## **ARTICLE 6**

The DLC may apply the WKF rules denying access to competition areas or to the stadium to those individuals or delegations that refuse to accept WKF rules or Executive Committee instructions.



## **ARTICLE 7**

The DLC Chair, or a member appointed by the Chair, will survey the opening and closing ceremonies and will present a written report on any incorrect attitude or misbehaviour arising in these ceremonies.

## **ARTICLE 8**

The DLC Chair will receive and register all disciplinary claims not concerned with the competition development except when the claim is presented by the Chair of the Referee Commission.

## **ARTICLE 9**

The DLC meetings will be convened and called for by the Chair or upon request of a Disciplinary Tribunal (DT) panel.

## **ARTICLE 10**

The DLC can proceed with any investigation, interview or correspondence for the purpose of obtaining necessary information prior to taking any appropriate action.

## **ARTICLE 11**

The disciplinary penalties are

- Warnings
- Reprimands
- Sport penalties (under the form of temporary ban from participation in competitions, courses, Dan gradings, etc)
- Financial penalties
- Suspension
- Expulsion

## **ARTICLE 12**

The members of a Disciplinary Tribunal (DT) have the obligation to be discreet and not to disclose to any other party the outcome of their investigations. The members of a DT cannot take part in any instance or case where members of their own National Federation, their family, or persons having a legal link with them are involved. It is the responsibility of each DT member to withdraw from a case when a conflict of interest is apparent. In this instance, the Chair of the DLC will appoint another member.

## **ARTICLE 13**

In general the proceedings will be presented in writing; however the President of the DT may decide to call those concerned in person before the Tribunal. Also at their own request and at their own expenses, those concerned will have the right to be heard alone or through a lawyer or a third party. Information exchanged between the parties and the Tribunal may be through all modern media including telephone, fax,



e-mail, etc.

#### **ARTICLE 14**

The Tribunal will decide by majority vote. In case of a tie, the President will have a casting vote. The deliberations will take place at a DT meeting, or if the three DT members agree, by telephone, fax, e-mail, etc.

#### **ARTICLE 15**

The decisions of the DT are final. Those concerned can, within twenty-one days after receiving the notification receipt, appeal to the Tribunal of Arbitration for Sport (TAS). The appeal will not suspend the DT decision, except when the latter decides so.

#### **ARTICLE 16**

The Minutes will be signed by the President of the DT.

#### **ARTICLE 17**

When the DT decides to have hearings these will not be public.

#### **ARTICLE 18**

The decisions of the DT will oblige all WKF members, whether individuals, clubs, National Federations or Continental Unions.

#### **ARTICLE 19**

In cases of certain gravity, the Chair of the DLC may decide upon the provisional suspension of those concerned until the case is heard by the DT. The DT will decide whether to keep or to lift this suspension until the final decision.

#### **ARTICLE 20**

The Chair of the DLC will ask each Continental Union and/or National Federation to supply a list of judges competent in juridical and/or sporting matters. The judges need not to be WKF members. However in any three judge panel there must be at least one WKF member. For special cases, the Chair may appoint one or more judges that are not on the list.

#### **ARTICLE 21**

The Chair of the DLC manages the Commission and cannot be a member of a DT. The Chair's responsibility is to control the development and regularity of the procedures, and to take appropriate measures to insure the fair operation of the process.

#### **ARTICLE 22**

The DLC is not a body for appealing the sanctions imposed by the National Federation members except as in Article 26.

#### **ARTICLE 23**

The DT, once appointed for a case, appoints one of its members as secretary,



studies the dossier, transmits it to the parties concerned, requests an answer, and fixes a reasonable deadline for the procedural stages. The language will be English except when one of the parties requests the use of French or Spanish. Notification of the outcome will be sent to those concerned in such a manner that receipt can be proven. In cases of address difficulties, it will be considered sufficient that notification is sent to the National Federation(s) of those concerned.

#### **ARTICLE 24**

The applicable legislation will be the one of the country where WKF domicile is registered.

#### **ARTICLE 25**

In the case of a serious offence committed by competitors or Referees during a competition, the Chair of the Referee Commission may impose an immediate suspension. The issue will be transmitted to the DLC Chair as soon as possible.

#### **ARTICLE 26**

The DLC will act as an appeal body in the event that a National Federation withdraws the recognition from one of its members who has been elected or appointed as a member of a WKF or Continental Union Commission. The DLC will ask for the documents justifying the recognition loss, and will send a report to the WKF- EC, who will make the final decision on the matter.

#### **ARTICLE 27**

As a general rule the members of a DT panel will make every effort to resolve all matters in their hands within a reasonable time and in any case within a period of 6 months.

#### **ARTICLE 28**

Amendments to these regulations must be approved by the WKF Executive Committee.

#### **ARTICLE 29**

The DLC may impose in its rulings the payment of the DT panel costs. When acting to resolve conflicts between NF members, it may rule that one or both parties should bear the costs.



## ***7. ORGANISING RULES (OR)***





## **GENERAL**

- The Organising Commission (from now on OC) will be in charge of supervising the organisation and running of all World Championships, i.e., Senior and Cadet & Junior Championships.
- The host countries must conform to the enclosed rules. Any deviation from these rules will have to be reported on time from the organisers to WKF-OC Chair, who will take the final decision in agreement with the WKF President and General Secretary.
- The WKF-OC will be composed of the Chair, who will be appointed by WKF-EC, plus a maximum of four members, that the OC Chair may propose for each Championship, to WKF-President, who will appoint them.

### **1.- SITE AND DATE**

- 1.1. The site for World Karate Championships (Senior and Junior & Cadet) will be confirmed by a preceding Congress acting upon a proposal forwarded by the EC.
- 1.2. The host country must notify the WKF General- Secretary at least 1 year in advance of the precise date and venue of the Championships. Failure to do so can result in the EC taking the Championship away from the designated country.
- 1.3. The World Junior & Cadet Championships are held every two years and shall take place in October/November of the designated year. The World Senior Championships are also held every two years and shall also take place in October/November of the designated year.
- 1.4. The site of a the World Championships shall be located no more than 60 kilometres from an International airport which receives regular direct flights from other countries. Any exception to this will have to be expressly authorised by the Executive Committee.
- 1.5. The country selected by WKF, must be able to guarantee access to the whole of the WKF membership.
- 1.6. No later than eight (8) months before the date of the scheduled Championships, the host country must send out the first information Bulletin to all WKF member countries. THE DRAFT OF THIS BULLETIN, PRIOR TO BEING CIRCULATED, MUST BE SENT TO THE WKF PRESIDENT FOR APPROVAL.

This bulletin must contain at least the following:

- a) The date and venue for the event (already communicated one year in advance)
- b) Preliminary programme of activities.
- c) Hotels details and prices and airlines information.
- d) Name, address, telephone, fax and official e-mail of the host country Organising Commission and official Travel Agency.



- 1.7. No later than 2 (two) months prior to the event, another bulletin must be circulated with the following information:
- a) Final confirmation of the contents of the first bulletin.
  - b) Final program for the Championships and all connected events (Congress, Commission Meetings, etc.), agreed with WKF-OC.
  - c) Place and time of Registration.
  - d) Requirements for Registration, address for Entry Cards and deadline for entries.
  - e) Other General Information (e.g. visa requirements, etc).
  - f) Insurance.
  - g) Customs and currency regulations.
  - h) Health and vaccination regulations.
  - i) Local weather / climate.
  - j) Other relevant information.

THE DRAFT OF THIS BULLETIN, PRIOR TO BEING CIRCULATED, MUST BE SENT TO THE WKF PRESIDENT FOR APPROVAL.

- 1.8. Championships will be under the overall control of the WKF Organising Commission (OC), which represents the WKF Executive Committee (EC).
- 1.9. The host Country (Organising Federation) is responsible for the in-country arrangements for the Championships and not with the duties of the OC and the actual running of the Championships itself.

The host country will select if possible a maximum of 5 hotels for all members of the participating countries, of which one of them will be the headquarters hotel. The names of the hotels selected must be passed on to the WKF OC for ratification, and once ratified will be the Official Hotels for the competition.

Championships must be organised according to the WKF Rules. The competitions programme must be approved by the OC.

#### **IMPORTANT NOTE**

THE HOST COUNTRY WILL NOT BE HELD RESPONSIBLE FOR ANY PARTICIPATING COUNTRY WHICH FAILS TO COMPLY WITH THE DEADLINE FOR RESERVATIONS AND REGISTRATION.

IF A PARTICIPATING COUNTRY CHOOSES ANY HOTELS OTHER THAN THOSE SELECTED BY THE HOST COUNTRY, THE HOST COUNTRY WILL BEAR NO RESPONSIBILITY ARISING FROM SUCH A CHOICE.



## 2.- **COMPETITION VENUE** (see maps 1 & 2)

### 2.1. **Arena Dimensions**

The competition arena must be large enough to accommodate 6 (six) or 5 (five) matted areas in the Junior and Cadet Championships and 4 (four) in-line matted areas in the Senior Championships.

The total dimensions of the competition area must be at least 56 meters x 38 meters and must be organized according to the map included in Annex 1 in the case of the Senior Championships. (page 64).

Each competition area measures 8 x 8 meters, and is surrounded by a further 2 meters wide safety area, therefore it is necessary to allow 12 x 12 meters per area.

It is imperative that all mats are of the interlocking type and firmly secured to the floor. They must be of WKF approved type.

### 2.2.- **Spectator Seating**

The spectator seating capacity is at the discretion of the host country. However, there should be seating for at least 5000 spectators for the Juniors & Cadet and 8000 for the Seniors. Special seating for 200 people must be reserved for VIP's etc., and ample seating for Referees, coaches and competitors.

### 2.3. **VIP's and Referees Area**

The seating area for the VIP's and the Referees must be constantly monitored by stewards and security to avoid unwarranted intrusion.

### 2.4. **Stadium Rooms**

There must be adequately spaced, separate rooms for the following:

- WARM-UP (KUMITE & KATA) (see appendix 8)
- WEIGHING (MALE & FEMALE) (see appendix 9)
- PRESS & MEDIA (see appendix 10)
- DOPING CONTROL (see appendix 11)
- OFFICIALS (see appendix 12)
- CHANGING ROOMS (see appendix 13)
- V.I.P. LOUNGE (see appendix 14)



2.5. **National Flag**

The National flag of each country should be exhibited, together with the official WKF flag. National Anthems must be available on fast recall. Each country should supply the host country with their flag and their National Anthem.

2.6. **Podium**

A winner's podium should be provided and the OC must make proper arrangements for the presentation of prizes (see official medal ceremony). The podium will be placed permanently in the background on one side of the competition area (Annex1) in the case of the Senior Championships.

3.- **HEADQUARTERS HOTEL AND OFFICIAL HOTELS**

3.1. The designated hotels must be approved by the WKF OC. The hotels shall be of reasonable quality. The hotel chosen as the headquarters, should have available a minimum of 250 (two hundred and fifty) rooms for the duration of the Championships.

3.2. The hotels shall be of a good standard and priced in realistic context with National rates. The host country may not arrange for delegations to be surcharged for their usage of the designated hotels. On the contrary, efforts must be made by the host country to obtain a reduced price.

The host country must not intervene between the hotel managements and the delegations unless it can prove that by so doing, it is able to secure a more favourable rate. Any Organising Federation found in default of this regulation shall forfeit its surety to WKF, and the case examined by the Disciplinary and Legal Commission.

3.3. The hotel rates must be given, at least, on a Bed & Breakfast basis, individual and double occupation, and per night, without including any other concept (transport, hostesses, translations, etc.). Also the prices must be given in the local currency, stating the exchange rate between the local currency the Swiss Franc (CHF) at the time of the quotation.

3.4. The headquarters hotel will accommodate following:

- EXECUTIVE COMMITTEE (see appendix 1)
- REFEREE COMMISSION (see appendix 2)
- TECHNICAL COMMISSION (see appendix 3)
- ORGANISING COMMISSION (see appendix 4)
- MEDICAL COMMISSION (see appendix 5)
- REGISTRATION (see appendix 6)
- CONGRESS (see appendix 7)

It may also be used for competitors and Referees, provided all official Commission members have been given priority bookings.



#### **4.- TRANSPORT**

- 4.1. The host country must offer courtesy transport from the headquarters and official hotels to the stadium and return for all delegations and individuals which made a reservation through the official agency. Also it must provide courtesy transport for the Referees to the Referee course and return.

The host country will also do their best to arrange, upon demand, the transportation of the delegations from the airport to the hotel. This service will be quoted and accordingly charged.

The host country must also provide separate courtesy transport for all Executive Committee and the Commission members from the airport to the hotel and return and for their official duties during the Championships. The schedules will be coordinated by the O.C. Chair with the host country.

It will have to provide separate courtesy transport for the competitors passing the doping control all the competition days.

#### **5.- REGISTRATION AND ACCREDITATION**

- 5.1. At registration, accreditation cards will be issued bearing the holder's photograph, together with the final schedule and promotional material. A current annual WKF Black/Brown Belt Card must be presented.

The accreditation card must be carried at all times during the Championships.

- 5.2. For details of registration requirements, see Appendix 6.

- 5.3. No entry should be registered by the OC unless first cleared by the WKF Treasury with evidence that WKF membership fees and event registration are fully paid.

Evidence of nationality must be produced in respect of all athletes.

- 5.4. Registration documents and all paperwork concerned with the Championships must be written in English at least.

- 5.5. The host country is responsible for providing venues for the Referee Course, meetings of the EC, the SC, the TC, the RC, the OC, the MC, the ADC, and for the Medical Congress, the Technical Congress, the Coaches Meeting, WKF Congress and other WKF official meetings (see appendixes 1 to 7).

#### **6.- MEETINGS**

- 6.1. The WKF OC will submit, 4 (four) months prior to the event, the number of rooms and space needed, and if necessary to modify the following parameters:

EXECUTIVE COMMITTEE

30 People



REFEREE COMMISSION	12 people
TECHNICAL COMMISSION	10 People
ORGANISING COMMISSION	10 People
MEDICAL COMMISSION	10 People
REGISTRATION	150 m <sup>2</sup> minimum

If large enough rooms are available in the Headquarters Hotel, the following must be provided:

CONGRESS (in principle only Senior Championships)	250 People
REFEREE COURSE	150 People
REFEREE EXAMINATION	150 People

- 6.2. In addition to what described above, a meeting room for a capacity of 40 people should be kept available throughout all the championships.
- 6.3. The host country must provide interpreters in English and French; and in Spanish for Executive Committee meetings and Congress.
- 6.4. Throughout the Championships, the host country must provide an enquiry desk (in the headquarters hotel before the start of the competition and in the Sports Venue during the competition days) to deal with problems faced by participating countries. This shall be a non-stop operation from 8.00 am until 22.00 pm. or in accordance with the whole competition timetable.

## **7.- RESPONSIBILITIES OF THE HOST COUNTRY DOCTORS**

- 7.1. A short meeting between the Referee Commission chair and the medical local staff must be held before the start of the competitions in order to familiarise with the Competition Rules.
- 7.2. All the medical staff participating in the event has to be previously approved by the WKF Medical Commission. Therefore they must send to the Medical Commission chair a copy of their curriculum vitae including their experience in Karate Competitions 6 (six) months before the Championships start.
- 7.3. A minimum of one doctor per competition area is required for the duration of the Championships, plus adequate qualified first aid staff.
- 7.4. A standby ambulance for emergencies must be supplied and be available throughout the competition schedule.
- 7.5. All the local doctors must be competent in at least one WKF official language (French or English).
- 7.6. A drug testing unit conforming to WKF Anti-Doping Regulations must be available and operative, the expenses for the unit to be met by the host country. For any other queries and responsibilities, refer to the WKF Rules of the Medical Commission.
- 7.7. The host country shall provide information to all the delegations about the Health Care System in the country, including a list of the hospitals to which



referral of potential patients is recommended. At the same time, a Doctor must be on call by telephone, to assist the members of the different delegations in case of any problem. The doctor's telephone number must be clearly available in the information file sent to every participating country.

## **8.- THE REFEREE COURSE**

- 8.1. There must be adequate seating for at least 150 (one hundred and fifty) people plus enough floor space for two full competition areas.

### Material to be provided by the host country

10 blue flags  
10 red flags  
20 blue belts  
20 red belts  
4 chronometers  
4 bells or buzzers  
2 official scoreboards

Also at least 30 (thirty) black belt active competitors will have to be present during the Referee course, to perform Kumite and at least 8 (eight) good competitors from the various styles for Kata. All must be prepared according to WKF rules (karate-gis, gum shields, mitts, etc.)

- 8.2. Adequate seats and tables for 150 (one hundred and fifty) people must be available for the Referee examination, with separate seating for the Referee Commission, an LCD projector with connecting cables for a lap top computer and a suitable large screen together with at least 2 microphones. The room must be available according to the official program.
- 8.3. A most important task of the host country in connection with the RC is liaison. It is therefore a requirement that liaison officers are appointed by the OC to work with the RC members.
- 8.4. Further to this, the host country must provide 2 runners for the exclusive use for the Referee Commission during the Championships.

## **9.- THE DRAW**

- 9.1. The draw will be made by the OC in the presence of an EC member expressly appointed. Each completed master sheet must be signed by an OC official.
- 9.2. The draw must use the WKF computerised random process with the exception that the previous corresponding Championships finalists are separated as widely as possible.
- 9.3. Entries for the draw will be those taken from the registration forms.

## **10.- PRIZES**

- 10.1. These are to be provided by the host country. In individual events the first prize



will be a gold medal, the second prize a silver medal, and the third prizes bronze medals.

All members of the placed Kumite and Kata teams (including the coach) should receive a medal and one trophy for each team.

10.2 In identifying with the Olympic ideal, Karate will only provide high quality gold, silver and bronze medals for the individual categories. The medals will inscribe the WKF emblem, the name of the Championships and the position obtained in every discipline and category.

10.3 Diplomas.

## 11.- FOOD REQUIREMENTS

11.1. The host country is not obliged to provide food to athletes. Any assistance provided in this respect is a courtesy.

11.2. The host country is required to provide the working Referees, the Referees attending the Referee course, doctors and working officials with a free meal every 4 (four) working hours and a continuous supply of free hot and cold drinks during the Referee course and during the Championships.

11.3. One packed meal only may be served during a working day. Other meals must be hot and served in an area set aside for all WKF working officials.

11.4. Members of the WKF EC and working members of other Commissions must be provided with food by the host country.

Owing to the nature of their work, a separate meal service must be provided by the host country so they do not have to queue.

## 12.- FINANCIAL RESPONSIBILITIES

12.1. The host country, in addition to the preparatory visit included in 14.1 & 14.2. must meet the following expenses.

### A) Junior and Cadet Championships

#### A1) Travel

A 20.000 CHF payment to WKF Treasury for flight tickets provision, plus the local transport necessary for the individuals designated by WKF for these flight tickets and who are not yet included in 4.1. This amount will be regularly actualised by the Executive Committee.





A2) Accommodation

Accommodation on a bed and breakfast and single room basis in the headquarters hotel for a total of 200 nights for those individuals designated by WKF.

A3) Meals

A total of 200 units for lunch and 200 units for dinner for those individuals designated by WKF.

B) Senior Championships

B1) Travel

A 20.000 CHF payment to WKF Treasury for flight tickets provision, plus the local transport necessary for the individuals designated by WKF for these flight tickets and who are not yet included in 4.1. This amount will be regularly actualised by the Executive Committee.

B2) Accommodation

Accommodation on a bed and breakfast basis in the headquarters hotel for a total of 240 nights for persons designated by WKF.

B3) Meals

A total of 240 units for lunch and 240 units for dinner for those individuals designated by the WKF.

12.2. Surety

Any National Federation which has been successful in bidding and having been awarded the right to host a WKF official event must pay a surety no later than 6 (six) month after the adjudication of the event, at the time of formalisation of the agreement described in 14.3 The amount of the surety will be fixed by WKF-EC. An irrevocable bank guarantee from a reputable bank will also be acceptable.

In the case of non payment or failure to give the guarantee on time, WKF will be free to withdraw the rights of the event in question and award them to another National Federation.

The Bank Guarantee, will be executable upon WKF President's demand, and will expire on the last day of the month after the month in which the event has taken place. In the case of disputes on the guarantee, these will be settled in the first instance by the EC and in the last instance by the next WKF Congress following the event.

12.3. No participation fees may be levied by the host country on delegations which shall be provided with free admission to the Championships.



### **13.- OFFICIAL DELEGATION**

Those considered as official delegations are:

- The President and the Leaders of every Official Federation (3 (three) individuals maximum)
- The Technical Chairs or Sport Chairs (2 (two) individuals maximum)
- The Competitors
- The Referees
- The Coaches (2 (two) coaches maximum up to 10 (ten) competitors, 3 (three) coaches maximum between 11 (eleven) and 15 (fifteen) competitors and 4 (four) coaches maximum for over 16 (sixteen) competitors)
- The Doctors and the Medical Staff (the same as the coaches)
  
- The no VIP's individuals invited by the Presidents of the different National Federations, not exceeding 3 (three) for each Federation. Any exception to this must be authorised by the EC.

### **14.- IMAGE AND PUBLICITY**

- 14.1. All the TV, video, photography, internet, etc. rights are the exclusive property of WKF.
- 14.2. All the publicity rights (competition area, official tables, participants, etc.) are the exclusive property of the WKF.
- 14.3. The WKF will formalise an agreement for each Championships with the Organising Federation, establishing the conditions and the possible concession of image rights and publicity areas. This agreement will be made within the 6 months after awarding the Championships.
- 14.4. The publicity areas and or elements will be defined and empowered by the WKF-EC.
- 14.5. In the Junior & Cadet World Championships and in the Senior Championships, the host country must provide for the WKF, free of costs and expenses, a stand in a preferential place in the Venue for sales and exhibition of WKF products.

### **15.- LIAISON**

- 15.1. The operation of the Championships is the responsibility of the WKF-OC who can take any necessary action.

Between 8 and 12 months before the event, that is, between the communication of date and venue and the issue of the First Information Bulletin, a visit of 3 (three) persons designated by WKF will be made on the site of the Championships. An official report from this visit will be issued by the OC Chair to WKF President and General Secretary. This report will at least contain the control of all those points, article by article, that is included in these rules and affects the requirements of the event.



In addition the Chair of the Organising Commission or a nominee thereof shall inspect the proposed Referee course venue and headquarters hotel. At this time, the organising country will receive a detailed briefing on requirements and details for the course and examinations. A report of this meeting will be lodged with the Referee Commission Secretary

For this meeting, the host country will be responsible for travel, accommodation, food and other local expenses.

During this visit to the host country the OC member must be satisfied that all arrangements are properly made for the smooth running of the event.

- 15.2. If the host country fails to meet the regulations, a new visit will be prepared for no later than 5 months before the event. The host country will be responsible for the expenses of this second visit also.

It is the OC's role to check all details relating to the entire event. In accepting the mandate to host a WKF Championships, the host country accepts the authority of the OC in all matters pertaining to the running of the event.

## **16.- MISCELLANEOUS**

- 16.1. In agreeing to host a WKF Championships, the host country is undertaking not only the financial commitment, but also guaranteeing to supply:
- a) Sufficient trained timekeepers / scorekeepers to manage all areas for the entire event.
  - b) Sufficient liaison officers to convey match results promptly to the controllers.
  - c) Sufficient experienced controllers to provide for the full charting of the match.
  - d) Sufficient stewards and security people to prevent the entrance of unauthorised persons and to provide an uncluttered arena.
  - e) Sufficient secretarial staff and clerical officers to administer the registration.
  - f) Sufficient changing rooms and secure locker facilities for 500 athletes, 200 of them female and separated from male.
  - g) Draw sheets for Kata and Kumite, stopwatches, bells, buzzers, oxygen equipment, ambulance, winners' podium, anthems, prizes, area tape and 4 weighing machines of certified accuracy.
  - h) Adequate daily training facilities for the competing nations during 4 (four) full days prior to the beginning of competition in Junior & Cadet as well as in Senior World Championships.



- i) Warm-up facilities for competing athletes.
  - j) Clearly visible scoreboards and visual aids which will enhance appreciation of the match.
  - k) Waiting and relaxation room for off-duty Referees.
- 16.2. The draw sheets for the Championships must be based upon an approved WKF format; samples are available from the OC.
- 16.3. Drug testing facilities to be operated by WKF-MC. For this a room with an adjoining toilet and communicating door should be provided. The host country must arrange for the analysis of up to 30 (thirty) samples.
- 16.4. WKF approved and homologated protective equipment must be used exclusively at the Championships.
- 16.5. Display boards must feature prominently, charting the progress of matches in every area. A master chart is to be posted in the hotel the evening before each event. A duplicate will be placed at an accessible spot in the arena, where it may readily be seen by competitors and coaches.
- The opening and closing ceremonies will involve a march on of all delegations in alphabetical order. Each team/delegation will be preceded by their name board and their national flag carried by a member of that delegation.
- 16.6. Where country codes are used during the Championships these shall be of 3 letters and strictly in accordance with the IOC designation for that country.

## 17.- **PRESS**

- 17.1. The Press of the host country will be vetted exclusively by the WKF.
- 17.2. There will be separated press areas for editors and photographers. The editors' area will have a preferential area to watch the competition and a working room with at least 6 Internet lines. The photographers' area will be clearly signalled and next to the competition area and only photographers with accreditation wearing an identifying overall, provided by the organisation, will have access.
- 17.3. Press accreditation can only be given to professional journalists representing media, and who will have to present an appropriate document as a proof for it.

## 18.- **INSURANCE**

The Host Country/ Organising Committee must be responsible at its own cost for effective appropriate insurance for the championship.

### 18.1. **Liability Insurance cover:**

The Host Country/Organising Committee shall be required to effect a **general liability insurance policy** for any claims arising out of the Host Country/ Organising Committee's liability, in its capacity as organiser of the championship, towards participants in the championship and members of the public.



This liability insurance should cover bodily injury, property damage and consequential loss, up to a minimum sum insured of US\$ 10 000 000 (or equivalent in local currency), although a higher limit is recommended.

WKF, its agents and servants, officers or employees, shall be included in the policy as additional insured.

The Host Country/ Organising Committee shall provide to WKF Treasurer, 1 month prior to the beginning of the championship, with proof that the above-mentioned liability insurance policy is in place for the respective championship.

Where such policies are not available, the Host Country/ Organising Committee shall inform the WKF Treasurer who will then if possible arrange such cover and invoice the host country.

**18.2. Cancellation insurance cover:**

The Host Country/ Organising Committee should take into consideration possible losses in connection with their costs, expenses, guarantees and other irrecoverable monetary commitments, resulting from cancellation, abandonment, or postponement of the event.

It is therefore recommended that the Host Country/ Organising Committee take out adequate cancellation insurance cover.

**18.3. Insurance for Delegations:**

The Host Country/ Organising Committee shall inform countries participating to the championship that they require proper liability, personal accidents and repatriation insurance cover for all members of the delegation, and in particular for their athletes participating to the championship.

**19.- SCORE BOARDS AND COUNTDOWN CLOCKS.**

19.1. Each of the match areas must be furnished with an Electronic Scoring Board of WKF approved type.

19.2. Each of the match areas must be furnished with a countdown clock, indicating the time in minutes and seconds.

Each clock should be visible to the Referees, the competitors and the public. In addition there must be a separate clock or stop-watch for application of the "Ten Second Rule".

**20.- REGISTRATION AND QUALIFICATION**

20.1. With the following exceptions, only Nationals of a country may take part in the World Championships representing their country.

As a general rule, if a competitor has represented one country in a WKF official event he cannot represent another country at a World Championships.

20.2. Nevertheless, if a competitor that has taken part in one of those events obtains by marriage the nationality of his spouse, he may represent his spouse's country, complying with article 17.5.

20.3. A competitor who possesses dual Nationality (i.e. one by virtue of the law of one



country, the other by virtue of the law of another country) may only represent one or another country as he selects. Once having represented both countries, WKF- EC approval will be necessary for a further change.

- 20.4. A competitor may represent the country of his birth and of which he is a National unless he opts to take the Nationality of his/her father or mother.
- 20.5. A naturalised competitor (or one who has changed his Nationality by naturalisation) may not participate in the World Championships representing his new country until three years after his naturalisation. The period following naturalisation may be reduced or even cancelled with the agreement of the NFS concerned and the final approval of the WKF-EC.
- 20.6. If an associated State, Province or Overseas Department, a Country or former Colony acquires independence, or a country incorporated within another country by reason of a change of border, or if a new NF is recognised by WKF, a competitor may continue to represent the country to which he or she belongs or belonged.

However, he may choose to represent his new country or his new NF in the World Championships.

- 20.7. In instances where the WKF has recognised more than one NF for which members hold the same national passport (i.e. for a country and its protectorates with separate governing national sporting bodies), the competitor may only compete for the NF where he or she resides, provided he or she has not competed for another NF in WKF events.

In order to transfer to another NF of which the nationals hold the same passport, it will be enough with the agreement between the two NF's involved to confirm any change to the WKF concerning the status of a competitor. In case of disagreement between the NF's, any change will have to be approved by the WKF – EC. In this case, the competitor through the NF concerned will have to prove, to the WKF's satisfaction the residency in the territory governed by the other NF, or failing this, the relationship with the other NF that makes the change justifiable.

Once the competitor has represented all the NF's involved, WKF– EC approval will be necessary for any further change.

## 21.- **ACCREDITATION CARDS**

- 21.1. The Accreditation Card of the competitors shall contain the following particulars:

- \* Photograph
- \* Given Name and Surname
- \* Weight category
- \* Date of Birth
- \* Sex
- \* Nationality



- 21.2. Each competitor will receive an additional blank card with their accreditation card for doctors and referee comments. They must keep both cards with them at all times during the championships.
- 21.3. The accreditation cards are provided by the OC.
- 21.4. The cards issued to competitors at registration are, prior to each bout, handed to the table officials. If a competitor is injured, an endorsement will be made on the card by the doctor and can therefore be seen and noted in subsequent bouts.
- 21.4. Heads and members of National Delegations have no place in the arena and must not be allowed access.
- 21.5. Athletes, officials, or any member of a delegation who do not conduct themselves properly may be reported to the Disciplinary and Legal Affairs Commission which is empowered to take disciplinary action against offenders.
- 21.6. Athletes and officials are reminded that they must not smoke on the areas. They must also have a correct attitude in every moment.

## **22.- INVITATIONS - PROTOCOLE**

- 22.1. For all official events (meetings, Championships, receptions, etc.) the protocol will be:

- \* President of WKF
- \* President of the hosting NF
- \* General - Secretary
- \* 1st Vice president
- \* General - Treasurer
- \* 2nd Vice president
- \* 3rd Vice president
- \* Other Vice-presidents (in alphabetical order)
- \* Assistant General Secretary
- \* Assistant General Treasurer
- \* Other Executive Committee members (in alphabetical order)
- \* Honorary Members
- \* Sports Chair and Chairs of WKF Commissions (in alphabetical order)
- \* Members of WKF Commissions (in alphabetical order)
- \* President and EC members of the host country
- \* President and EC members of WKF Federations (in alphabetical order)
- \* Referees
- \* Competitors
- \* Coaches and Technical Directors
- \* Invited guests (VIP's will be placed with the President)

The Honorary President will have a reserved seat next to the President for all official events.



## 23.- OPENING CEREMONY

- 23.1. The Sovereign or Head of State or the Personality who has been invited to preside at the World Championships shall be received at the entrance of the stadium by the President of WKF and by the President of the National Federation of the host country.

The two Presidents shall conduct the Sovereign or Head of State or personality and his retinue to his box in the stand of honour where he shall be greeted with his National Anthem.

- 23.2. The parade of the participants shall then follow. Each delegation will consist of a maximum of 8 (eight) people per National Federation and dressed in their official uniform or sports wear must be preceded by a board bearing its name and must be accompanied by its flag.

- 23.3. No participant in the parade of opening and closing ceremony is permitted to carry cameras, additional flags, banners, etc. Any participant committing a breach of the above regulations will be liable to sanctions. The OC shall ensure that these provisions are carried out.

- 23.4. The contingent shall parade in alphabetical order according to the language of the country organising the World Championships, except that the host country shall bring up the rear. Only those who are competing in the World Championships and Officials in each delegation, shall parade.

- 23.5. The delegation shall salute the Sovereign or Head of State or Personality of the country by turning their heads towards his box with no other demonstration.

The flag of the participating delegations as well as the name boards and their bearers, shall be furnished by the host country and shall be of equal size.

Each contingent, after completion of its march around the stadium, shall line up in its designated column behind its name board and flag and facing the stand of honour.

- 23.6. The President of the National Federation of the host country, accompanied by the President of WKF shall then proceed to the rostrum placed on the field in front of the stand of honour and introduce the President of WKF with the following words:

"I have the honour to introduce..., President of the WKF, to whom I extend the warmest welcome..."

The President of WKF shall then mount the rostrum, and deliver a brief speech of welcome, concluding with the words;

"I have the honour to invite... (the Sovereign or Head of State or Personality) to proclaim open the World Championships".

- 23.7 The Opening Ceremony parade will be regulated by the OC with a sketch to be followed in its entirety, providing the necessary material resources and staff

The Sovereign or Head of State or Personality shall then conclude their speech with the words:





"I declare open the World Championships of Karate".

Immediately, and to the strains of the WKF Anthem, the WKF flag shall be slowly raised on the flagpole erected in the stadium.

The Anthem of the organising country shall then be played and the participants shall leave the stadium by the route marked by the organisers.

The official ceremony according to the protocol described above now comes to an end. Only then may any artistic programme and the competitions take place. The entire Opening Ceremony and any exhibitions should not last more than 1 (one) hour.

In the case of an opening ceremony being authorised by the WKF to be held in a secondary venue, the rules of protocol described above shall not apply, but the host country must submit details of the ceremony at least 4 (four) months in advance to the WKF-OC.

## **24.- OFFICIAL MEDAL CEREMONY**

24.1. For all Championships organised by WKF, the procedure for awarding medals and prizes will be supervised and controlled by the responsible of the OC assisted by the responsible of the host country and the procedure will be as follows:

The podium must be fixed, or be brought on to the area each time.

The highest step of the podium must be in the centre for the winner.

The intermediate step is for the runner-up and the lowest step for the 3rd place(s).

24.2. A carpet will be laid as close as possible to the podium for the official prize givers.

Organisers must call the prize winners in advance, in order to assemble them correctly in 2nd, 1st and 3rd place order, behind the Master of Ceremonies for the prize giving.

The prize winners will then assemble in a line parallel to the podium.

24.3. The Master of Ceremonies will be placed in front of the prize-winners, and will conduct them to the podium.

24.4. The Competitors shall wear tracksuit or karate-gi.

24.5. As the name of each prize-winner is called, they will climb the podium, whilst music is being played. As soon as all the prize-winners are on the podium, the officials in charge of the prize giving will move towards the podium.



- 24.6. The people bearing the prizes will face the podium, and stand parallel to it, at a distance of 3 metres. Prizes will be given by the chosen personality accompanied by the WKF President.
- 24.7. After the prizes have been given, the National Anthem of the country of the winner will be played and all will stand and face the National flags which will be slowly raised, with the flag of the winners' nation in the centre and elevated according to standings.
- 24.8. Right before the ceremony, the stewards will remove all persons not directly connected with the said ceremony. Official photographers will be exempted, however they must remain at a reasonable distance from the podium.

## **25.- CLOSING CEREMONY**

The President of the WKF, the President of the host country and a small delegation, supervised by the WKF-OC and assisted by the responsible of the National Federation, will formally hand over the official flag to the President of the country hosting the next same category Championships.

The National Anthem of the host country will be played, and this will formally end the Championships.



## **APPENDIXES**

### **APPENDIX 1 - EXECUTIVE COMMITTEE**

Adequate tables and seating for 30 (thirty) people in a quiet location of the hotel. The room needs only be reserved according to the official program and simultaneous translation in English, French and Spanish must be also provided by the host country.

### **APPENDIX 2 - REFEREE COMMISSION**

Adequate tables and seating for 12 (twelve) people in a quiet location of the hotel. The room needs only be reserved according to the official program.

### **APPENDIX 3 - TECHNICAL COMMISSION**

Adequate tables and seating for 10 (ten) people in a quiet location of the hotel. The room need only be reserved according to the official program.

### **APPENDIX 4 - ORGANISING COMMISSION**

Adequate tables and seating for 10 (ten) people in a quiet location of the hotel. The room needs to be reserved all day long during the 4 (four) days before the start of the competitions. The equipment required is as following:

TELEPHONE/A3 PHOTOCOPY MACHINE (with reduction facility)

ELECTRIC TYPEWRITER/COMPUTER /PRINTER

### **APPENDIX 5 - MEDICAL COMMISSION**

Adequate tables and seating for 10 (ten) people in a quiet location of the hotel. The room needs only be reserved according to the official program.

### **APPENDIX 6 – REGISTRATION AND ACCREDITATION**

The host country must provide the Organising Commission with the following materials and equipment:

#### 6.A Equipment for the Registration :

- Two (2) A4 & A3 Photocopy machines (fast, professional type).
- One (1) complete PC with windows XP (English edition) with a USB port (installed and ready for use) and the English version of MS Office 2003 Pro (the version that include MS Access) installed.
- One (1) inkjet colour printer (Model canon “i” or “S” or “iP” series with top feeder) equipped with a USB interface and the appropriate installation disk (English edition drivers for Windows XP).
- Three (3) sets of extra colour set inks and two (2) black inks for the above inkjet printer.



- One (1) A4 Laser Printer equipped with a USB interface and the appropriate installation disk (English edition drivers for Windows XP). The printing speed must be at least 10 pages per minute.
- One (1) spare (extra) toner & drum for the above laser printer.
- Two (2) USB printer cables.
- Ten (10) boxes (25.000 pages) of A4 size paper 80 gr.
- Three (3) multi-socket gadgets with positions for 5 plugs.
- Two (2) heavy duty staple guns with adequate staples.
- Two (2) pairs of large sharp scissors.
- Two (2) perforators.
- A selection of pens, pencils, permanent markers, correction fluid, paper clips and glue sticks.

All that equipment will have to be in the registration room during registration days and in the competition area (in the O.C. table) during championships.

#### 6.B Equipment for the Accreditation :

- One (1) inkjet colour printer (Model canon "i" or "S" series with top feeder) equipped with the appropriate installation disk and cables (English edition drivers for Windows XP).
- Five (5) sets of extra colour set inks and seven (7) black inks.
- Three (3) laminating machines with heat regulator.
- 2500 laminating pouches size 11cmX15cm for laminating machines.
- 2500 cords for the accreditation cards, one (1) metre long each.
- 2000 plastic envelopes size 11,5cm X 15,5cm (to fit the laminated accreditation card).
- A4 size paper 160 gr. (400 pages).
- A selection of pens, pencils, permanent markers, correction fluid, paper clips and glue sticks.
- Three (3) heavy duty staple guns with adequate staples.
- Three (3) pairs of large sharp scissors.
- Two (2) perforators.

All that equipment will have to be in the registration room during registration days and in the competition area (in a special room for accreditation with power supply) during championships.

### **INFORMATION ON THE ACCREDITATION PROCEDURE**

The accreditation cards will be printed electronically during registration in the hotel, and during the first and second day of competition in the Sports Hall in a specially prepared room to be exclusively used for the accreditation (a room separate from the competition area, with electricity).

The accreditation of the countries' delegations will take place during registration. The WKF Organising Commission will register by priority the delegations that have already sent their accreditation forms by post to the WKF Secretariat Office.

The accreditation of the host country organising commission, the officiating Referees of the championships, the press representatives and anybody else the host country has selected to work for the championships (and for whom they have not sent the accreditation forms to the WKF Secretariat Office) will take place at the registration room at 09:00 hours on the first day of the official registration.



The person in charge of the staff of the host country will bring the accreditation forms (duly completed) along with the individuals' photographs and the type of access they require. The person in charge of the host country will be the only one entitled to accredit persons in collaboration with the WKF General Secretary.

### **ACCESS AREAS**

- Full access
- VVIP areas
- VIP areas
- Competition areas (Tatami)
- Media centre
- Team seats
- Warm-up areas
- Training areas
- Spectators areas
- Administration areas (Organising Commission, Medical Commission, Referee Commission, etc).
- Judges and LOC seats
- Medical areas

The areas must be separated and guarded by security personnel to control the access to each one of them.

### **APPENDIX 7 - CONGRESS**

This room should be in the headquarters hotel. If not, as close as possible, in which case transport must be provided by the host country from the designated hotels and return. It should be available according to the official program, and simultaneous translation in English, French and Spanish must also be provided by the host country. Enough seating for 250 people with a podium or stage for 30 (thirty) members of the EC.

### **APPENDIX 8 - WARM-UP FACILITIES**

A room with enough free floor space for a minimum of three competition areas for competitors to practice inside the Stadium. There must be a communication system between this room and the competition area.

### **APPENDIX 9 - WEIGHING**

A large room with a smaller annexed room, with separate entrance and exit must be provided. The larger room will be used for disrobing and the smaller for the actual weighing. 4 (four) accurate scales will be required, with at least 2 WKF officials and 6 extra staff supplied by the host country, to control entrance and exit of the competitors; 3 tables and 12 chairs should be supplied. Weighing of women will be performed separately from men.



### **APPENDIX 10 - PRESS & MEDIA**

This room should have the following facilities:

6 Internet lines

Fax (6 lines), word processing equipment, photocopy machine, access to e-mail, and staff in attendance for advice and help.

### **APPENDIX 11 – MEDICAL & DRUG TESTING**

This room must have washing facilities and a clean water supply. The host country must ensure that this room is fully equipped according to the WKF Anti-Doping Rules.

### **APPENDIX 12 - OFFICIALS**

An adequately sized restroom for at least 50 (fifty) people.

### **APPENDIX 13 - CHANGING ROOMS**

Preferably, there should be a separate room per country. However, if this is not possible, there should be large changing rooms with showers, separated for male and female.

Security lockers should be available and security staff, provided by the host country must patrol the changing rooms areas at all times.

### **APPENDIX 14 - VIP LOUNGE**

It must be a lounge-type room of comfortable and spacious proportions, with a telephone and refreshment facilities.

### **APPENDIX 15- COMPETITION AREA EQUIPMENT**

- a large table and 6 chairs
- 10 red belts
- 10 blue belts
- 3 chronometers
- Power supply
- 1 electronic scoreboard and countdown clock
- Adequate writing material
- 1 highly audible gong
- 1 stopwatch and 1 buzzer for application of the “Ten Second Rule”
- 1 small table, 1 chair, 1 buzzer, and 1 red flag or indicator, for use by the Arbitrator
- 3 blue and 3 red flags for judges
- At least one pair of red and blue flags as spares.



## **APPENDIX 16 - OFFICIAL EQUIPMENT AND PERSONNEL**

There should be 4 tables and 8 chairs for the Organising Commission and Controllers. They must be away from the competition areas and preferably elevated, with no access for any non-official persons. Power supply for 5 connections must be provided, together with the following items:

- A3 photocopy machine.
- Computer / printer.
- Microphone and tannoy system.
- 4 tables and 16 chairs for medical staff.
- 2 ADSL with Username and password for the Internet access; one for the Organizing Commission table in the sport hall and the other for the accreditation room in the Sport hall during competition days.

For the Referee Commission there should be a table or tables, and chairs to seat 12 persons. There should be one ream of copy paper and at least two electrical power points.

For the Medical Commission there should be a table and 5 chairs.

For the Technical Commission there should be a table and 6 chairs.

These must be positioned near each other, elevated to ensure privacy, and allowing a clear view of the competition areas.

There must be a separate area for Referees with seats for 100 Referees. This area will be as close as possible to the competition areas.

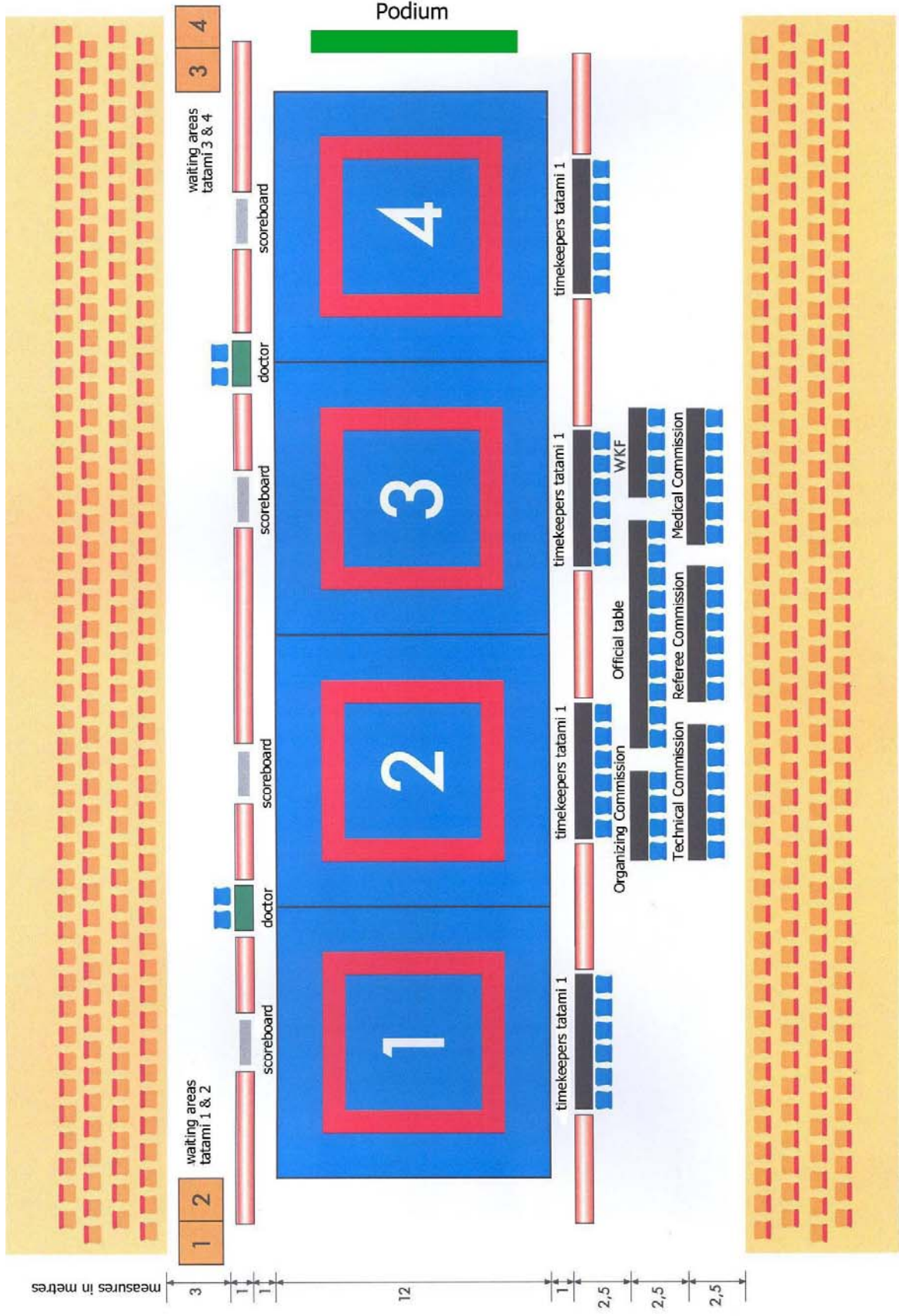
## **APPENDIX 17 - OFFICIAL ASSISTANTS & ATTENDANTS**

There must be at least 51 persons, supplied by the host country, for the following tasks:

- 1 general liaison bilingual coordinator (at least in English and French)
- 5 persons for each competition area
- 2 persons for the Organising Commission.
- 2 persons for the Referee Commission.
- 10 persons for access control.
- 3 persons for the flag control.
- 2 persons for National Anthems.
- 4 persons for medal ceremonies.
- 2 translators (for English, French and Spanish)

### ANNEX 1

#### Podium







## **SPECIFIC CANDIDATURE DOSSIER ON THE APPLICATION FOR THE ORGANISATION OF KARATE WORLD CHAMPIONSHIPS**

The evolution of the organisation and participation level of Karate World Championships make it necessary to establish standards and procedures to be followed by the National Federations interested in the organisation and guaranteeing as far as possible the celebration of the Championships, which a wide impact on media and sportswise.

Therefore and in order to get enough feedback and objective facts to select the best option, specific proposals for a designation of the World Championships must be presented 5 years in advance, attaching a dossier containing the structure and information detailed below. All of this will have to be done according to the general organising rules contained in the WKF Organising Rules (OR) in effect.

The procedure will be as follows:

In its moment, the National Federations having expressed formally their interest, will receive from the WKF the appropriate instructions for the presentation of the candidature dossier.

This dossier, within the presentation letter, will include the explicit acceptance of the general organisation conditions in effect for the World Championships, included in the WKF Organising Rules (OR) in effect. The level of detail will be such to allow the overall understanding of the Championships organisation as well as the organising capacities, the available resources and the institutional support.

The proposals, or specific dossier for the organisation of the Karate World Championships, must follow the index described below.

The presentation of this dossier will be compulsory for the evaluation of the corresponding candidature by the Executive Committee.

1.1. Host city. This section will detail:

- number of inhabitants
- number of karate clubs
- number of affiliated karatecas
- distance to the airport

1.2. Sports Venue. This section will detail:

- spectators capacity
- dimensions of the competition area
- distance and connections with the city

1.3. Official Hotels. This section will detail:

- capacities and facilities
- price range
- distance to the Sports Venue

1.4. Media. This section will detail:

- TV chain broadcasting the Championships
- Press media / press agencies



1.5. Promotion and Publicity Plan. This section will detail:

- Action Plan to be developed for spread and promotion in the host city and host country

1.6. Financial Project. This section will detail:

- estimated income / institutional contributions
- estimated expenses



**8. *MEDICAL COMMISSION (MR)***



## 1.- **GENERAL DISPOSITIONS.**

The Medical Commission (MC) will be composed of three members, from three different National Federations. The Chair will be appointed directly by EC and must be a Doctor of medicine. The MC-Chair may propose to the President and for each Championship a choice of names for the remaining two members.

The MC will meet prior to every WKF Senior and Junior & Cadet Championships with the medical representatives of WKF countries members attending the Championships.

The agenda of the meeting must include the following topics:

- a) Introduction of the local Medical Commission from the hosting Country, who will be in charge of the medical cover on the competition areas
- b) Discussion of management of injuries requiring competitors to be withdrawn from fighting – including the supervisory role of the MC and local back-up hospital facilities
- c) Presentation of the way the doping controls will take place
- d) Discussion of the language skills amongst medical staff, in case translation for competitors is required

## 2.- **POWERS AND AUTHORITIES**

The MC will be in charge of the medical supervision at the Championships, as well as the doping control. The MC will be in close contact during the Championships with other WKF Commissions and specially with the EC.

The MC will make a report from the Championships and will forward it to the EC through WKF General Secretary.

This report will contain at least statistics on injuries, comments on the doping control results, and other medical points of view and suggestions for improvements.

This report will be completed no later than three(3) months after the Championships, and the MC Chair will be directly responsible for it.

One doctor (physician) and one physiotherapist per country will be allowed, using the accreditation form, to enter the competition area in order to care for their national athletes *before* and *after* the fights, but not during the fights. The medical work and decisions on the area itself must only be carried out by the local doctors (physicians). When necessary the MC should advise the local doctors, for example:-

- i. if a local doctor is concerned that a competitor should not continue fighting due to injury, the MC should always be informed
- ii. if language difficulties cause communication problems between competitors and Referees and/or local doctors, the MC should always be informed

The MC will meet at the end of each championships day (also with the local doctors if necessary) to collect experiences and take possible remedial measures.



### 3.- **NECESSARY MEDICAL EQUIPMENT**

For the organisation of a WKF Championship. The following equipment shall be compulsory on each set of two (2) tables/areas:

- supply of disposable gloves (latex and non-latex) sufficient to allow for them to
- be changed after each competitor contact
- gauze, for compression of bleeding wounds
- vaseline – for use with a clean gloved finger to cover minor grazes
- saline and anti-septic solutions - for rinsing wounds
- plasters
- floor cleansing solutions and disposable wipes – for blood on tatamis
- clinical waste bag
- ethyl chloride spray (or alternative spray giving pain relief by its cooling effect)
- supply of ice cubes
- insulated storage boxes for storing ice cubes
- plastic bags – for giving ice to competitors
- non-adhesive dressings for wounds
- adhesive tape – non-elastic, for strapping sprained joints
- bandages – crepe and compression/elastic bandages
- steri -strips for closure of small cuts
- eye-wash – sterile saline in pods is sufficient
- scissors
- forceps
- disposable tongue depressors
- pen torch
- nasal tampons (compressed cotton wool with a string to tape to the skin, to avoid inhalation)
- tweezers
- glucose tablets
- an otoscope to examine the eardrums – in case of barotrauma
- an ophthalmoscope – in case of trauma to the eyeball and retina
- a stethoscope
- a sphygmomanometer
- a mirror, to replace contact lenses
- retention splints in case of limb fracture
- stiff neck collars of different sizes, or an adjustable one – in case of neck injury
- nasopharyngeal tubes – in case of a knock out and competitor's jaw being broken
- Laerdale ventilatory mask, or similar
- medical record forms (WKF Standard), pens and paper

In addition to medical tables, there should be a medical office out of the competition area for more thorough examination of competitors, observation of competitors whose injuries need monitoring, and for suturing. This room must have:

- an examination couch
- sphygmomanometer
- stethoscope
- tourniquet and IV catheters
- intravenous perfusion fluids and “giving sets”



- · analgesic medication
- · sterile suture packs and sutures
- · visual acuity testing cards

Stretchers must be available – a standard one, a scoop stretcher and a spinal board in case of spinal injury. A heat reflective blanket must also be available.

At least one ambulance must be parked close to the emergency door of the competition hall, and easy access to this with a stretcher must be ensured. The ambulance should be fully equipped with nitrous oxide-oxygen (50% of each, for pain relief), resuscitation equipment, including, oxygen, a defibrillator in case of cardiac arrest, and a nebuliser for treatment of asthmatics. If transportation of injured competitors to a hospital takes more than five minutes, then two ambulances must be available.

#### 4-. **STANDARDS**

##### A.- Personnel

- \* 1 doctor plus 1 assistant per area – the assistant must be qualified in emergency first aid
- \* 1 supervising doctor with staff:
  - situated in a central position in the stadium
  - with a cordless telephone, or equivalent equipment.
  - coordinating the other doctors activities.
  - taking care of emergencies (ambulance transports, etc), and of time consuming tasks.

##### B.- Doctor's table

See above. Must be kept solely for the use of doctors and their assistants.

##### C.- Medical records

Should be kept for every match, using the MC recommended forms and grading system.

##### D.- Separate room

For investigations and treatment.

##### E.-Materials.

- \* Disposable examination gloves
- \* Wound rinse solution
- \* Crunched ice in waterproof bags for single use
- \* Sterile/clean sodium chloride (NaCl) solution.
- \* Disinfectant (for washing the doctor's hands)  
(avoid tissue harming substances such as chloride-hexidine, and other antiseptic).
- \* Paper towels (or similar) (for wiping off blood, sweat etc.)
- \* Cotton wool and gauze tampons for bleeding noses
- \* Plaster
- \* Steri-Strip for closing small cuts)



- \* Band-Aid (for very small wounds)
- \* Dressing materials (compresses/elastic bandages)
- \* Tape (strong, no elastic)

#### F. Instruments

- \* 2 pair of tweezers (different sizes).
- \* spatulae (throat)
- \* stethoscope
- \* ventilator mask

Also the competition area doctor must have a pen and some paper-sheets: forms for medical records (WKF- standard); forms for recipes, hospital referrals, etc.

### **5.- DIRECTIVES**

The MC member's function is to assist the Referee and the medical team of the organising country to decide if a competitor is fit or unfit to continue.

They assist the national medical officers if necessary and give an opinion as to the injuries received by the competitor in a previous bout.

They will instruct the local doctors how to fill-in the competitor's cards and how to record the injuries on the appropriate forms.

The opinion of the MC is final in these cases. The MC makes sure the medical conformity of the area of competition. The medical attendance of the competition is devoted to the medical team of the organising country.

The MC is in charge of supervising the anti-doping arrangements at official Championships.

The doping control IOC approved official will be present when samples are taken, and will make sure that they are sent as soon as possible to the appropriate laboratory.

The MC holds at least one meeting per year, generally prior to the Executive Committee meeting and Congress.

Views will be exchanged on various aspects of the problems of karate and information will be exchanged as well.

There should be liaison with the RC and TC in order to exchange information on the consequences of Competition Rules changes.

These meetings are usually accompanied by Medical Symposia on various subjects which are most instructive.

On the basis of these discussions the MC makes proposals and recommendations to the EC, and Congress with regard to the physical and mental well-being of the athletes, and the safety of the competition.

Each affiliated association shall nominate a medical correspondent with whom the MC may correspond on medical matters.



A representative of the MC will be at the Referee-Course, to assist the local medical officers and to listen to the briefing and inform about medical issues.

A representative of the MC will be at the Coach seminar to exchange information about various medical improvements.

A brief report must be made to inform the EC about the upcoming event.

Prior to an event a meeting will take place with the local officers to brief them amongst other matters on the use of the 4-grade-scale of injuries.

Grade 1:	Very light injury with no reduction of the athlete's capacity to win the match or bout
Grade 2:	Light to moderate injury with a small reduction in the athlete's capacity to win the match or bout
Grade 3:	Moderate to severe injury (although able to continue there is a significant reduction in the athlete's capacity to win the match or bout)
Grade 4:	Injury so serious that the athlete is withdrawn from the match or bout or competition

### **Medical Certificate**

Every competitor taking part in an official championship must be medically fit. For this reason a medical examination is essential and a Medical Certificate must be completed in the original country before the competition. This certificate is not valid for more than one year. If the competitor has sustained a knock out, a serious injury or illness since the last medical certificate was issued a new certificate is necessary.





## 6. NOTES FOR THE GUIDANCE OF THE EXAMINING DOCTOR

Certain disabilities will debar a person from competing, as they represent a risk to the athlete. The following are only suggested guidelines, and not rigid regulations, to be interpreted by the Sports Doctor in charge of the athlete.

Missing organs	the loss of one eye, testis or kidney
Nervous system	in general, applicants with a serious neurological or psychiatric disorder. Convulsive seizures; epilepsy.
Cardio-vascular system	valvular or septal defect; arrhythmias; coarctation of the aorta; severe hypertension; severe arteriosclerosis; post-thrombotic syndrome; haemorrhagic disease, haemophilia or other bleeding tendencies.
Respiratory system	tuberculosis; bronchectasis; severe chest deformity; severe restrictive or obstructive airways disease; acute or chronic tonsillitis, pharyngitis, laryngitis, bronchitis or pneumonia.
Endocrine system	diabetes mellitus
Genito-Urinary system	Kidney failure (renal failure of both kidneys, or of one kidney such that competitor only had one fully functional kidney)
Musculo-Skeletal system	Arthritis
Eyes	Injury to the anterior or posterior chamber of the eye (e.g. iritis, uveitis, vitreous haemorrhage, retinal haemorrhage, detached retina); blindness in one eye  The wearing of spectacles or hard contact lenses by competitors on the tatami is prohibited. Soft contact lenses are allowed.
Ears	Bilateral deafness, deaf-mutism.

## 7. MEDICAL CARE OF COMPETITORS DURING AND AFTER A BOUT

The medical officer should be in attendance throughout the competition and should not leave before the end of the last bout.

When during a bout, a competitor has sustained injury, the medical officer has the right to request that the bout be suspended if it is considered for medical reasons the bout should not be allowed to continue.

The Referee must be informed that the bout shall be suspended.

If a competitor is down as a result of a blow or kick and is rendered unconscious, only the Referee and the Medical Officer should remain on the tatami unless the medical officer needs extra help.

A competitor who has been knocked down shall be examined by the medical officer immediately afterwards. Most competitors recover in a few seconds but if the competitor remains unconscious they must be removed on a stretcher. In all cases the competitor should never be left unattended until they have recovered completely and should be escorted to hospital if necessary.



After a knock down/out and after the competitor has been removed to the Medical Room they should undergo a thorough examination, and will not be allowed to fight again unless cleared by the MC doctors, who will apply the recommended standards for concussion treatment.

### **PROBATION PERIODS AFTER AUTHENTICATED KNOCK-DOWNS/OUT**

#### One knock-down/out

A competitor who has been knocked-down/out as a result of a head blow or kick during a contest or wherein the Referee has stopped the contest due to a competitor having received hard blows or kicks to the head making them defenceless or incapable of continuing, shall not be permitted to take part in competition for a period of at least two weeks after they have been knocked-down/out.

#### Two knock-downs/out

A competitor who has been knocked-down/out twice in a period of three months shall not be permitted to take part in competition during a period of three months from the second knock-down- out.

#### Three knock-downs/out

A competitor who has been knocked-down/out three times in a period of 12 months shall not be allowed to take part in competition for a period of one year from the third knock-down/out.

#### Medical certification following on probation period

Before resuming competition after any of the periods of rest prescribed above a competitor must be certified by a neurologist as fit to take part in competition again.

### **8.- MEDICAL ASPECTS OF THE ORGANISATION OF OFFICIAL EVENTS.**

#### 1. Preliminary stage in the organisation.

The MC must work out the medical preconditions.

#### 2.- Long term preparation of a competition

The MC must be in contact with the host country medical officer to:

- \* Prepare the room for the meeting of the WKF-MC.
- \* Prepare the Medical Symposium.
- \* Arrange permanent medical care in the training sites and in the sports hall
- \* Cooperate with the OC prepare the essential medical documents (med. cards for weighing, doping-control form, accident report, etc.).
- \* Prepare the room(s) for the medical examination furnished with the necessary equipment (couches, lockers, chairs, tables, etc.).
- \* Prepare a first-aid room in the sports hall (equipped with all items required for first-aid and equipped with a direct telephone line).
  
- \* Arrange for transportation by ambulance(s) with personnel.



- \* Arrange a well-equipped room for doping-control with separate rooms for female and male.
- \* Ensure that there are sufficient seats for the medical officers and MC, next to the RC and TC.

### 3. Immediate preparation of an event.

This period covers the last five days prior to the beginning of the event. Special attention should be directed to the following preconditions:

- the general medical control will be carried out by the MC in cooperation with the OC and physicians of the host country.
- the medical examination has to be done in adequate rooms that fulfil certain conditions
  - A. Offering enough room for participants.
  - B. Having sufficient couches and offering the physicians good working conditions.
  - C. Having heating (if necessary) lighting and ventilation.
  - D. Having sufficient number of desks and chairs.
    - Ensure the transportation of the members of the MC.
    - keep a check on the preparation of the doping-control that, in every respect, suits the requirements of the IOC Doping Regulations.
    - finalize the medical Symposium.

### 4.- During the tournament

Keep under control the following:

- the accreditation cards of the competitors.
- the ambulance and Medical and First-aid Room in the Sports hall.
- the smooth running of the doping-control.
- being in constant contact with the OC, RC, TC, and EC.
- the hygiene conditions at the training sites, sports hall, dressing rooms.

## **9.- SPECIAL CONSIDERATIONS:**

The low infecting risk of HIV and Hepatitis B must not be neglected, therefore:

- A. The thermo-moulding mouth protector, although exclusively for personal use, is not supposed to be worn by another subject, but are sometimes worn by several athletes without any previous cleaning.
- B. The other types of protectors for the hands, genitals and other body areas, should also receive the same type of care.
- C. A bottle used by the athletes allows physical contact between the subjects with injured parts such as nose, lips and mouth.
- D. Medical rubber gloves are mandatory. Once worn, they must be discarded and



not to be used for any other purposes such as writing or handling papers and pens.

If rubber gloves are not discarded after use they may function as a transmitting vector. It is also recommended that appropriate goggles should be worn during all medical procedures.

- E. The exchange and borrowing of towels, clothing, karate-gi, gloves, razorblades which may contain blood residues should be discouraged.
- F. The competition area should go through a complete cleaning any time a bleeding occurs. This is necessary since karateka fighting bare-foot may sustain extensive wounds on the feet.
- G. On the occasion of a bleeding injury, the fight must be interrupted. The bleeding must be stopped immediately, the wound must be appropriately taken care of and protected from further exposure.
- H. The organisation of the championships will provide specific personnel to clean and disinfect the tatamis if they are blood-stained or dirty, and they will remain under the Doctor's and Referee's call.

This is valid for athletes involved either in fighting or training.



## ***9. RULES OF THE SPORTS COMMISSION (SR)***



### **SPORTS COMMISSION (SC)**

1. The purpose of the Sports Commission is to consolidate proposals from the respective Commissions before presentation to the WKF Executive Committee.
2. The Sports Commission will be composed of the respective Chairs of the Referee Commission, the Technical Commission and the Medical Commission. In the event that a member of the Commission is unable to attend a meeting they must delegate another member of their respective Commission to act on their behalf. The exception is the SC Chair who must attend the meeting in order that the Sports Commission may assemble.
3. The Chair of the Sports Commission may in principle be rotated between the three Commission members. The Chair will be rotated at the discretion of the Executive Committee.
4. In addition to the three members of the Sports Commission the Executive Committee must appoint a Sports Commissioner to co-ordinate communication with the Executive Committee and to assist the Sports Commission in practical matters related to their work.
5. All propositions originated by the respective WKF TC, RC, and MC shall be subjected to the scrutiny of the Sports Commission prior to presentation to the Executive Committee. In the event that the Sports Commission is unable to formulate a joint proposal, the Sports Commissioner will ensure that the objections to the proposal, raised by any dissenting member of the Commission, is duly recorded in an amendment to the proposal before it is presented to the Executive Committee.
6. Any member of the Sports Commission will have the right to directly present a proposal to the Executive Committee provided that the other members of the Commission are given the opportunity to debate the issues and make amendments before the proposal is put forward to the Executive Committee.
7. All meetings are called by the Chair of the Commission. The Chair may elect to present any proposal in person or through the Sports Commissioner. In the event of any dissent to a proposal presented, it remains the duty of the Sports Commissioner to present the amendment to the proposal recording objections presented in the Sports Commission.



***10. RULES OF THE REFEREE COMMISSION (RR)***



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## **1.1.- GENERAL DISPOSITIONS**

- 1.1.1 The Referee Commission will consist of the Chair and 6 (six) full members, at least one of which will be female, all appointed by the Executive Committee. The full members will be qualified in both Kata and Kumite at A level and represent as far as possible, all five Continental Unions.
- 1.1.2. In addition, four supplementary members, with voting rights according to their qualifications, will be proposed by the RC to the EC, two of them qualified in Kata, and the other two in Kumite. A Secretary and Assistant Secretary will also be proposed, but without the right to vote. The two supplementary Kumite qualified members will assist in the Kumite part of the course, examination and Championships, and the two supplementary Kata qualified members will assist in the Kata part of the course, examination and Championships. The proposal shall include a group of names from which the EC will make the corresponding appointments. The supplementary members will serve for two years and may be proposed and re-appointed for a further term.

## **1.2. POWERS AND AUTHORITIES**

- 1.2.1. The Referee Commission will be responsible for the examination and certification of Referee Officials and their deployment at World Championships. It shall be the responsibility of the Referee Commission to maintain the standards of Refereeing and a uniform interpretation and application of the rules.
- 1.2.2. The Referee Commission will monitor the performance of the Referees and Judges during the scheduled World Championships.
- 1.2.3. Complaints received by the Referee Commission Chair may result in the subsequent performance of the official(s) in question being closely scrutinised and reported on by delegated members of the Referee Commission.
- 1.2.4. In the event that a Judge or Referee incurs serious criticism, then the Referee Commission will decide whether to suspend that official in their absolute discretion.
- 1.2.5. The Secretary of the Referee Commission shall arrange with the WKF General Secretary for the supply of certificates, badges, stationery, examination papers, pass-books, ties, and such other items as may be required for the Referee Programme.
- 1.2.6. The Referee Commission shall also have the power, with the agreement of the Executive Committee, to convene meetings of its membership in order to discuss Refereeing matters such as the implications of rule changes.
- 1.2.7. Meetings and activities of the Referee Commission will be internally coordinated, Minuted and circulated by the Referee Commission Secretary as well as to the members of the Executive Committee.



## **2. THE REFEREE COURSE AND EXAMINATIONS**

### **2.1. DATE AND VENUE**

2.1.1. The venue for the Referee courses and examinations shall be the same as for the World Championships.

Nevertheless, if the EC agrees to separate the courses from the Championships, a Kumite and Kata Referee course and examination will take place on an annual basis, providing that:

- a) The venue for the WKF Referee Course, if separated from the World Championships will be set by the Congress as part of the events calendar of the WKF. In the event that after the Congress the next year's venue becomes unavailable, the Executive Committee shall have the power to re-locate the course.
- b) The venue for the course, if separated from the World Championships must be within 60 kilometres of an international airport at a hotel with adequate accommodation. Six months before the scheduled start of the course, the host country will send details to the WKF General Secretary, who, in turn, will circulate the hotel details, to WKF member countries and to the R.C. Secretary. These countries shall have direct access to the selected hotel and neither the host country nor its agents may interfere in this right.
- c) A competition must be organised after the course, if separated from the World Championships and will serve as the confirmation event.

2.1.2. The course venue must be within walking distance of the headquarters hotel, or free transport must be arranged between the two. Walking distance means a maximum of 15 minutes time.

2.1.3. The course timetable will be set by the Referee Commission three months prior to its scheduled start date, so as to be circulated with the hotel information as mentioned before.

### **2.2. PREPARATION AND RESPONSIBILITIES**

2.2.1. The Chair of the Organising Commission or a nominee thereof shall inspect the proposed course venue and headquarters hotel during the scheduled pre-Championships visit. At this time, the organising country will receive a detailed briefing on requirements and details. A report of this meeting will be lodged with the Referee Commission Secretary.

2.2.2. The WKF rules for use at the course are available from the WKF Secretariat or from the website.



- 2.2.3. The Referee Commission will devise the questions for use in the examinations. These will be translated into English, French and Spanish and such other languages as may be required from time to time by the WKF President and EC and will be available from the WKF Secretariat. The question papers to be used at the examinations will be provided to the candidates by the Referee Commission Secretary.

The questionnaire will be so structured as to be amenable to marking by means of a perforated card, regardless of the language.

- 2.2.4. The WKF Secretariat will also circulate printed application forms for the course. These will provide for an authorization by the mandated representative of each National Federation in respect of the nominated candidates.
- 2.2.5. The Secretary of the Referee Commission will confirm that he has an adequate supply of badges, ties, certificates, pass-books, forms and the necessary documentation to operate the course.
- 2.2.6. For the Kumite course and examinations the host country will ensure that it can provide at least 30, high quality fighters, each day. For the Kata course and examinations, at least eight Kata exponents are required. All competitors must be black belts and at least 18 years old.
- 2.2.7. The host country will ensure that it is able to provide adequate facilities for Referees at the competition to be staged at the conclusion of the course, if separated from the World Championships.

### **2.3. COURSE CONTENT**

- 2.3.1. In order to standardise the worldwide level of Refereeing, the course will involve explanations and updating of the rules. At the conclusion of this lecture, there will be a theory examination.
- 2.3.2. The practical examinations will take the form of observation of a candidate whilst such attempts to work in an actual bout.
- 2.3.3. A candidate's performance will be summarised by means of a pass/fail form and the result of the examination will be given to the candidate by the Referee Commission and a copy forwarded to the candidate's nominating National Federation.

### **2.4. QUALIFICATIONS CONFERRED**

- 2.4.1. Licensed WKF officials may be qualified as Match Area Controllers, Karate Referees (both Kata and Kumite level A qualified), Kumite Referee B, Kumite Judge A or B and Kata Judge B. Qualification entitles the official to officiate in that capacity in all scheduled WKF events.
- 2.4.2. All qualifications at the WKF examinations are provisional; they are confirmed as a result of a satisfactory performance at the first scheduled WKF event that they attend after the actual examination.



2.4.3 A candidate's first qualification(s) will be as Kumite Judge B and/or Kata Judge B. Candidates will be required to progress through each level. The order of progression is as follows;

- 1) Kumite Judge B and/or Kata Judge B
- 2) Kumite Judge A and/or Kata Judge A or B
- 3) Kumite Referee B and/or Kata Judge A or B
- 4) Karate Referee (Qualified in both Kata and Kumite to A level)
- 5) Match Area Controller (Must serve a minimum of five years as a Referee)

It should be noted that it is compulsory to have dual Kata and Kumite "A" level qualifications in order to be qualified as a Karate Referee. However Officials may hold single qualifications up to Kumite Referee B or Kata Judge A.

*Those who currently hold Kumite Referee A qualifications are required to obtain Kata Judge A qualifications by 31<sup>st</sup> December 2008*

2.4.4. Provided that an official keeps their licence up to date, attends a WKF Championship at least once in every two years, attends the pre-championship briefing and lecture, and officiates satisfactorily then they will not be expected to undergo another practical examination, although they must sit and pass the theory paper which will be presented at the end of the pre-Championships briefing, once in every two years.

2.4.5. Adverse reports on performance may well result in non-confirmation of provisional qualifications or in severe cases, actual downgrading or suspension, pending satisfactory re-examination.

2.4.6. The practical examination for Referees and judges will normally take place each year just prior to the scheduled World Championships. Candidates will be assessed by means of an evaluation form with scores allotted to the various sections of the examination. As each candidate is examined the examiners will submit their score sheets to the Secretary of the RC. In order to ensure impartiality and to avoid possible conflicts of interest the examining panel's highest and lowest scores will be automatically excluded. The remaining scores will be averaged and those achieving or exceeding the pass mark will receive their respective qualifications.

2.4.7 The Referee Commission Chair will decide the pass mark for each examination after consultation with the WKF President. To ensure impartiality this pass mark will not be divulged to the RC before the examinations take place.

2.4.8 The examining panel will give a copy of the averaged evaluation form to each candidate and the WKF RC Secretary will send another copy to the candidate's National Federation for their records.

2.4.9. All qualifications at the WKF Referee course are provisional: they are confirmed as a result of a satisfactory performance at a subsequent scheduled WKF event (confirmation event).

2.4.10. The scheduled WKF events are as follows:

- a) WKF Junior & Cadet World Championships.
- b) WKF Senior World Championships.



## 2.5. COURSE REQUIREMENTS AND FINANCIAL RESPONSIBILITIES.

- 2.5.1. For the theory lectures and examinations, the host country must furnish a room with sufficient chairs and desks to accommodate 130 people. The room must be equipped with an LCD Projector and suitable screen or failing this an overhead projector and screen, suitable for viewing transparencies.
- 2.5.2. The area for the Kumite practical examinations must be capable of holding two Kumite areas, and equipped with sufficient chairs, two Kumite areas marked out, bells/buzzers, stop watches, approved protective mitts, red and blue belts and an adequate supply of fighters, as specified in 2.2.6. and appropriate medical cover.
- 2.5.3. For the practical part of the Kata course there must be an area sufficient for the practice of Kata, chairs, red and blue flags, tables and chairs for the Referee Commission, and sufficient competitors as specified in 2.2.6.
- 2.5.4. The host country will meet the cost of all these items.
- 2.5.5. The host country is expected to provide a dinner for the participants.

Course candidates should not be charged for this provision though other guests may be.

## 3. GENERAL REGULATIONS

- 3.1. The National Federations may nominate their country's citizens as candidates to the WKF Referee course provided the country is in current paid up membership of WKF. Candidates must be qualified National Kumite Referee A or National Kata Judge A. Candidates must be registered with the RC Secretary at least 15 days before the start or face a fine or other penalties as decided by the EC.
- 3.2. Kata and Kumite Candidates must be at least 30 years old and be a minimum 3rd WKF Dan Grade.
- 3.3. Candidates must wear the uniform detailed in 4.
- 3.4. All Refereeing officials who have not attended the course and examinations and wishing to officiate at the Championships must attend the lecture and briefing on the afternoon or evening before the Championships commence. They must also be present at the competition venue for final briefing and area allocation, 30 minutes before the scheduled start.
- 3.5. Referees and Judges officiating in a WKF event must in principle have residence in the country they represent and be exclusively affiliated through the NF of their country of residence. Exceptions to this must be approved by the NF in which the individual has citizenship and will be subject to the final approval of WKF EC.
- 3.6. Referees officiating in a WKF event cannot perform another function in that event.
- 3.7. The Referee and Judges of a kumite or kata bout must not have the nationality of either of the participants.



- 3.8. The Refereeing panel are strictly warned against discussing the outcome or decision of a match or bout with other than the members of the Referee panel, Match Area Controller or the Referee Commission. Infringement of this rule may incur penalties being taken against the offender.
- 3.9. Only WKF qualified and licensed Referees and Judges may officiate at official WKF international contests. Use of other than qualified and licensed officials may result in that event being declared invalid.
- 3.10. The Referee Commission will publish each year a list of qualified officials, from which the organisers of international events will draw their Refereeing and Judging personnel. This list will be circulated no later than the end of June each year by the RC-Secretary to the WKF General Secretary.
- 3.11. Referees must renew their licences every four years. All current officials are required to be paid up to date with the WKF Treasury. Officials of countries in debt to WKF may not participate in WKF Championships or courses.
- 3.12. All Refereeing officials are required to submit their licences to the Referee Commission at all WKF events.
- 3.13. This licence duly signed and validated will allow the official to attend all international contests and championships of the WKF.

#### **4. UNIFORM**

- 4.1. Referees and Judges must wear the official uniform designated by the Executive Committee. This Uniform must be worn at all competitions and courses.
- 4.2. The official uniform will be as follows:
  - A single breasted, navy-blue blazer, with two silver buttons, and the WKF official badge on the pocket.
  - A short sleeved white shirt.
  - A WKF tie, worn without a pin.
  - Plain light grey trousers.
  - Un-patterned dark blue or black socks.
  - Black soft shoes for use on the match area.
  - Black slip-on shoes, for use off the match area.
- 4.3. For women the following additional specifications are made:
  - Hair must be worn off the shoulders.
  - A wedding ring may be worn.
  - Make-up must be discreet.
  - Heels of more than 6 cm may not be worn with the uniform.



***11. RULES OF THE TECHNICAL COMMISSION (TR)***



## **1. GENERAL DISPOSITIONS**

- 1.1. The Technical Commission is the advisory body of WKF for technical matters.
- 1.2. It will supervise technical activities performed under the auspices of the WKF.
- 1.3. The Technical Commission will be composed of the Chair and five (5) full members, all appointed by the Executive Committee. The full members will represent as far as possible, all five Continental Unions. One of the full members shall be appointed as Secretary. In addition the Executive Committee may appoint supplementary members who will serve for a fixed period.
- 1.4. Technical Commission members cannot act during their term as coaches or Referees at World Championships or official WKF events. Any member doing so will be excluded.

## **2. WKF TECHNICAL COMMISSION POWERS AND AUTHORITIES**

- 2.1. To advise the WKF- Executive Committee in all kind of technical matters.
- 2.2. To elaborate and present for Executive Committee approval, through the Sports Commission, all rules and regulations related with Karate competition.
- 2.3. To propose to the Executive Committee through the Sports Commission, modifications to the competition rules and regulations.
- 2.4. To organise technical meetings that contribute to the proper technical feed back of all WKF Continental Federations.
- 2.5. To study and propose to the WKF Executive Committee the modification of competition categories and weights. All such proposals shall be previously agreed by the WKF Sports Commission.
- 2.6. The Technical Commission may, with the agreement of the Executive Committee, convene meetings of its membership to discuss matters concerning the technical development of World Karate and to propose meetings with Continental Commissions and/or other institutions that may contribute to the development of Karate at International level.
- 2.7. Meetings and activities of the Technical Commission will be internally co-ordinated and minuted by the Technical Commission Secretary. The Minutes will be sent to the members of the Technical Commission and the Executive Committee by the Secretary.
- 2.8. To perform the technical supervision of official WKF events.
- 2.9. To hold before each World Championships a meeting or briefing with the Coaches of the National Federations.





**3. WKF- TECHNICAL COMMISSION CHAIR POWERS AND AUTHORITIES.**

- 3.1. To represent the WKF-Technical Commission.
- 3.2. To call for and chair the Technical Commission meetings.
- 3.3. To elaborate the meeting agendas including items proposed by other Technical Commission members.
- 3.4. To take all necessary measures and provisions for the smooth running of the meetings.
- 3.5. To propose to WKF-Executive Committee, through the Sports Commission, all measures that in the opinion of the Technical Commission, may lead to the betterment of Sport Karate.

**4. OPERATION OF THE WKF-TECHNICAL COMMISSION**

- 4.1. The WKF Technical Commission shall meet in ordinary session at least once a year, normally during the World Championships.

The meetings shall be called by the WKF-Technical Commission Secretary, by order of the Chair, enclosing the agenda proposed.

- 4.2. A quorum for meetings will be at least 3 members, one of them being the Chair.
- 4.3. Technical Commission resolutions will be adopted by simple majority. In the event of a tie, the Chair will have a casting vote.
- 4.4. Technical Commission members will cease their duties in the following cases; resignation, failure to attend two meetings in a row, removal by the WKF Executive Committee or, in case of supplementary members, expiry of term.



**12. RULES OF THE ATHLETES COMMISSION (AR)**



1. The role of the Athletes Commission is to liaise between the Athletes and the WKF to represent the active athletes within the WKF.
2. The Athletes Commission will be composed by the Chair and 3 (three) members appointed by the Executive Committee upon proposal of WKF President. The 3 (three) members will have to belong to 3 (three) different Continental Unions.
3. The Chair of the Athletes Commission will be appointed by the Executive Committee (EC) upon proposal of WKF President.
4. The Chair of the Athletes Commission will be ex-officio full WKF-EC member.
5. The Chair will be responsible for calling the meetings of the Commission through the WKF General Secretariat. These meetings will take place once every other year at the World Senior Championships. Other meetings will occur via telecommunication.
6. The Chair will appoint a Secretary of the Athletes' Commission amongst its members.
7. The Secretary of the Athletes' Commission will be responsible of drafting the minutes of each meeting, and for keeping the correspondence and the proposals received through the Chair and the WKF office, and for any other general duties as required by the Chair.
8. The Athlete's Commission will receive recommendations and proposals from athletes only in writing. The proposals will be consolidated inside the Athletes Commission and subsequently be submitted to the relevant WKF Commission or in its case to the WKF-EC.

### **Transitional dispositions**

- A. 2 (two) members from the 3 (three) members of the Athletes Commission will finally be elected by their peers at the Senior World Championships. To ensure a smooth transition, in 2008 1 (one) member will be elected for a 4 (four) years term, in 2010 a second member will be elected for a 4 (four) years term and so successively.
- B. The candidates for election, to be eligible, must have participated in a Senior World Championships in the last 3 (three), including the one of the election, and must not have been found guilty of a doping offence
- C. The Athletes Commission members will be re-eligible, without need to comply with the first condition of B) above.
- D. The election will take place the last day of the Championships, and the deadline for presentation of candidatures will be the end of the day before.