



## **SOUTH ASIAN TAEKWON-DO FEDERATION**

---

34-A, Bhawani Kunj, Behind D-2, Vasant Kunj, New Delhi-110 070, INDIA  
Mobile: +91 9811195508; Email : satfitf@gmail.com

# **SATF Constitution**

(In force from the moment when it is adopted at the 1<sup>st</sup> SATF Congress held in Kathmandu, Nepal, on July 12<sup>th</sup>. 2018)

## *Chapter 1*

### *Fundamental Principles*

**Article 1** The South Asian Taekwon-Do Federation (SATF), hereinafter referred to as the Federation) is a non-profit, non-governmental corporate body affiliated with the Asian Taekwon-Do Federation & International Taekwon-Do Federation. The SATF shall respect the A T F & ITF Constitution, By Laws, Rules and Regulations and supervise the overall Taekwon-Do activities in the region of South Asia.

**Article 2** This Constitution legalizes the fundamental principles, Rules and Regulations of the Federation adopting the Constitution and controls the overall activities, management and operation of Taekwon-Do organizations in South Asia.

## *Chapter 2*

### *Official name, Domicile, Emblem, Flag, Official language, Legal status of the ATF*

#### **Article 3 Official name**

The official name of the Federation is “South Asian Taekwon-Do Federation” (SATF in short).

#### **Article 4 Domicile**

The legal domicile of the SATF HQ is 34-A, Bhawani Kunj, D-2 Vasant Kunj, New Delhi-110070, India

Tel: +91-9312212834

E-mail: [satfitf@gmail.com](mailto:satfitf@gmail.com)

The SATF HQ shall work for the Taekwon-Do activities in South Asia. It shall locate the SATF Secretariat in Bengaluru, Karnataka in order to smooth work with NGBs and to disseminate Taekwon-Do.

In case of moving the SATF HQ to any other country because of any unavoidable reason it must be approved by the decision of the Executive Board of the SATF.

The SATF HQ and the Secretariat shall organize and manage their routine activities in accordance with the law of the country of residence.

#### **Article 5 Emblem**

“South Asian Taekwon-Do Federation”, the official name of the Federation, is inscribed around the globe, in which the South Asian region is relieved in Black, to imply that Taekwon-Do’s maturity in the South Asian region of the world and SATF is an organization representing and governing Taekwon-Do in South Asia. In the centre of the globe is engraved in bold relief a fist, and below it is written in the Korean letters “태권도” (Taekwon-do) – one on the bottom – to emphasize that Taekwon-Do is the traditional martial art of Korea and SATF represent the same in South Asia.

In the lower part of the globe is engraved the English letters “ITF” to imply that SATF is an ITF-affiliated regional federation which respects the Constitution and Rules of the International Taekwon-Do Federation.

## **Article 6 Flag**

Top and bottom sides of the SATF flag are tasseled. In its centre is drawn the SATF Emblem, above which is written “남쪽 아시아태권도련맹” in Korean Language, and beneath which is written “태권도 생활” **Taekwon-do way of life** in Korean. The letters are black, which is the belt color of Degree holders showing maturity and background color is white.

The tassel symbolizes the dignity and prosperity of the Federation. The name of the Federation in Korean language implies Taekwon-Do is a Korean martial art. The white background symbolizes the profound philosophy of Taekwon-Do to make a positive contribution to building a more peaceful and better world and the righteous and pure spirit to be nurtured by Taekwon-Do practitioners.

## **Article 7 Ownership**

The ownership of the official name, emblem and flag of the SATF wholly belongs to the Federation.

## **Article 8 Official language**

The official language of the Federation is Hindi and English.

All the official documents of the Federation, including the Constitution, minutes, reports and circular letters, shall be drawn up in Hindi and English only. In case of discrepancy in interpretation of the documents the English version shall be given priority.

## **Article 9 Legal status**

1. The Federation is a non-profit, non-governmental international organization which lasts for eternity as a corporate body recognized by the relevant authorities of the country of residence.
2. The activities for the realization of the Federation’s Constitution, in particular, all the competitions organized by the Federation such as the South Asian Taekwon-Do Championships shall conform to the Rules and Regulations of the ITF.

# *Chapter 3*

## *Objectives and Membership*

### **Article 10 Objectives**

1. To stimulate, through its activities, spiritual, moral, physical and cultural education and promote social welfare and stability in all the South Asian countries and regions, thereby contributing to the building of a better world - peaceful, harmonious and sound;
2. To encourage all Taekwon-Doists and Taekwon-Do organizations affiliated with the Federation to promote mutual contact and understanding irrespective of the differences in nationality, tribe, race, religious belief, ideology, educational status and property and to strengthen friendship, solidarity and cooperation based on mutual respect without permitting any form of discrimination, thereby facilitating their activities and firmly defending their interests;
3. To promote, expand and develop the ITF Taekwon-Do in South Asia;
4. To organize, prepare, manage, control and govern all the activities related with Taekwon-Do including the South Asian Taekwon-Do Championships, Courses and tournaments, according to the ITF, ATF and SATF Constitutions and Rules.

### **Article 11 Membership**

#### **1. Member**

- 1.1 All the natural persons, organizations and groups that are affiliated with the ITF and located in

Asia can be members of the SATF. An NGB shall exercise its rights and obligations as a member of the Federation from the moment when its affiliation with the ITF is decided at the ITF EB meeting.

1.2 Members shall not be bound by any order or mandate or contractual obligation that may restrict the freedom of Taekwon-Do activities from any government, organization or any other legal entities.

1.3 Members shall not be responsible for the debt owed by the Federation.

## **2. Termination of membership**

Membership shall be terminated when;

2.1 ITF membership terminates under item 3 “Termination of Membership”, Article 21, Chapter 3 of the ITF Constitution.

2.2 The member moves his or her legal residence to a region outside South Asia.

## **3. Obligations and Rights of members**

3.1 Members shall be obliged to;

3.1.1 Do their best for the development, consolidation and unity of the Federation.

3.1.2 Observe the SATF Constitution thoroughly and do their best to meet the requirements of the Tournament Rules.

3.1.3 Actively participate in meetings, including the Regular & Special Congresses convened by the Federation, training and courses, seminars, academic discussions conducted by the Federation or the organs under it, SATC’s and the work of the Standing Committees or ad hoc committees recognized by the Federation.

3.1.4 Implement the decisions adopted by the SATF Executive Board and Congress.

3.1.5 NGBs shall have to ensure that all of their members must wear Taekwon-Do Dobok, Logo and Badge set by the ITF and that all the Dojangs (clubs) should have the ITF Recognition Plaques and Flags.

3.1.6 Send their work plan of the following year until the beginning of November, each year.

3.1.7 Obtain legal recognition on its existence in a country or region concerned and collaborate in the realization of Federation’s projects in the country or region.

3.1.8 Pay the membership fees USD 75/- set by the Federation in due time.

3.2 Members are entitled to;

3.2.1 Participate in the Regular & Special Congresses and to vote and to be elected or appointed for the leadership of the Federation.

3.2.2 Protect the intellectual properties of the Federation within its reach and, in case of any occurrence of violations, inform the Federation immediately of the cases and take legal measures against them.

## ***Chapter 4***

### ***Organizational Structure***

**Article 12** The organizational structure of the Federation consists of Congress, Executive Board and President.

## **Article 13 Congress**

### **1. Status**

Congress is the supreme body of the Federation.

### **2. Convocation**

2.1 A Regular Congress is convoked every 2 years.

A Special Congress can be convoked if so initiated by the President or required in writing by at least one third of the entire NGBs affiliated with the Federation.

2.2 Place and date of the Regular Congress shall be decided at the Congress.

It shall be made a principle to hold the Regular Congress in the country where the SATC is held right before the Championships in question open.

Place and date of a Special Congress shall be decided by the President.

2.3 President shall notify the convocation and agenda of the Congress by mail, telephone/fax, or e-mail, 30 days prior to the Congress concerned.

In case the President is absent or resigns during his term or can't continue his work for more than 3 months, either the Vice-President authorized by the President or Secretary General shall notify the convocation of Congress according to the Constitutional procedures.

Any member of the Federation may request supplement of agenda until, at least, 3 days prior to the Congress.

### **3. Function and decision-making procedures**

3.1 At the Congress shall be discussed and decided all of the issues concerned with the overall work of the Federation, including the Constitution and Tournament Rules of the Federation. All the decisions made at the Congress can't be modified unless otherwise decided at the following Regular or Special Congresses. Decisions made at the Special Congress shall have an equal power to the ones made at the Regular Congress.

3.2 Every member of the Federation is entitled to participate in the Congress. Each NGB can send up to 3 delegates to the Congress, but with only 1 (one) vote. Those NGB's sending more than 1 delegate to the Congress shall have to designate 1 person among the delegates who will exercise the voting right.

3.3 The NGBs that are not able to participate in the Congress with an inevitable reason may concede their power to the delegate of other NGB. The concession of power shall be confirmed in writing, submitted to the Chairman of the Congress and it should be notified to the SATF HQ in advance. Any NGB shall not have more than 1 proxy right from the other NGBs. Votes by proxy shall be counted in the total votes.

3.4 The quorum of the Congress shall be formed when over one third of the NGBs of the Federation participate. The NGBs participating by proxy shall not be counted for the quorum.

3.5 At the Congress only the items on the agenda or modified agenda shall be decided.

The participants shall vote "for" or "against" the items. The votes regarded as intentional defects shall be taken as "invalid" and excluded from the ballots.

Abstention shall not be permitted. Decisions on the modification of the SATF Constitution and on candidates for the ITF Vice President representing the Continent of Asia shall become valid when it draws two thirds or more of the votes.

Decision on dissolution of the Federation shall be valid when it draws more than three fourths of the votes.

Other issues shall be decided by simple majority in open vote. If the Chairman of the Congress deems it necessary the issues may be also put to a secret vote.

3.6 In case of emergency, the urgent matters, including the election of the leadership of the Federation, may be decided through a vote by mail under the approval of two thirds of the EB members.

3.7 The Congress shall be chaired by the President. In case of absence of the President or when the President authorizes, in his or her presence, one of the Vice-Presidents or the Secretary General may take over the chairmanship.

The Chairpersons has no voting right, but may cast the final decisive vote in case of a draw.

If necessary, the Chairperson may set the rules for all voting procedures.

3.8 Issues which have not been included in the agenda may be discussed at the Congress, if one third of the voters demand it and the Chairman or Chairwoman approves it.

3.9 The Congress discusses and decides, in principle, on the following issues;

- a) Revision and supplement of the SATF Constitution and By-Laws
- b) Election of the Vice Presidents
- c) Appointment & approval of the Secretary General and Chairpersons of the Standing Committees & Ad hoc Committees and simple members of the EB
- d) Hearing and approval of the reports from the President, Vice-Presidents, Secretary General, Chairpersons of the Standing Committees & Ad hoc Committees
- e) Approval of the minutes of the Congress
- f) Discussion and decision on the proposals made by the Executive Board
- g) Examination of and decision on the suggestions made by the members
- h) Appointment of members of Standing Committees
- i) Decision on the place and time of the SATF functions such as South Asian Taekwon-Do Championships
- j) Report on the preparations of the SATF functions such as South Asian Taekwon-Do Championships and endorsement on it.
- k) Report reviewing the SATF functions such as the last South Asian Taekwon-Do Championships and endorsement on it.
- l) Commendations and penalties
- m) Decision on the amounts of membership fee
- n) Discussion and resolution of other items on the agenda

3.10 Any issue that arises during Congress, which is not detailed in the Constitution, shall be ruled on by the Chairperson of the Congress.

## **Article 14 Executive Board**

### **1. Status**

The Executive Board is the highest authority of the SATF between Congresses and is in charge of the Federation's routine business. The Executive Board is, under the Constitution, in charge of all duties which have not been delegated to other committees of the Federation.

### **2. Composition**

2.1 The Executive Board is composed of 14 members consisting of, consisting of 11 ex-officio EB members, including the President, 2 Vice-Presidents, Secretary General, Director Finance, 4 or 5 simple EB members. 9 Chairpersons of Standing Committees

2.2 The candidates for Vice President shall be presented by the President and they will be elected at

the Congress.

2.3 The Secretary General shall be nominated by the President and then approved in open vote by the Congress.

2.4 The Chairpersons of Standing Committees and simple members of Executive Board shall be recommended by the President based on consultation with Vice Presidents and Secretary General and approved at the Congress.

### **3. Convening of the Executive Board Meeting**

3.1 Regular meeting of the Executive Board is convened once a year by the President. However, an Executive Board meeting can be convened any time when the President regards it necessary and more than half of its members require it, or, if more than two of its members ask the President to convene a meeting of the Executive Board and more than half of the members agree to it.

In times of the President's absence or resignation during his/her term of office or incapacity for more than three months, the Vice President or Secretary General who is authorized by the President has the right to convene a meeting of the Executive Board according to the due procedures.

3.2 The venue and the date of the Executive Board meeting must be decided by the President or by the authorized Vice President or Secretary General in case of President's absence or resignation during his term of office or in capacity for more than 3 months and informed to the members by fax or e-mail 30 days before the regular meeting and 15 days before the irregular meeting.

### **4. Power and procedures of the Executive Board**

4.1 The President shall chair the Executive Board meeting.

4.2 The quorum required for an Executive Board meeting is 9(nine). In case a vacancy exists, it should be 50% out of the members on the list of registration plus 1(One). If any EB member is deemed to have resigned, his or her prerogative as an EB member shall immediately be deprived of without any further declaration on his or her part and it should go for approval of the coming Congress.

4.3 All the items on the agenda of the Executive Board meeting shall be adopted by the approval of more than half of the members present at the meeting.

4.4 The Executive Board shall bear the main responsibility for the operation of the Federation.

4.5 Only the Executive Board shall examine and decide on the candidates for Vice Presidents recommended by the President and present them to the vote of the Congress. It shall decide on the moving of the SATF HQ.

4.6 The Executive Board shall approve the establishment of any internal organizations such as an ad-hoc committee or standing group, and enact the internal regulations of the corresponding organizations.

4.7 The Executive Board shall discuss and finalize the agenda of the Congress.

4.8 The Executive Board shall present proposals on the amendments to the Constitution, By-Laws of SATF to the Congress.

4.9 The Executive Board shall take charge of the implementation of the resolutions adopted at the Congress.

4.10 The Executive Board shall initiate or examine all proposals concerning the place and time of important functions of the Federation, such as Championships, and forward them to the Congress.

4.11 The Executive Board shall give guidance to and supervise the preparations for the Championships and other important functions of the Federation, ratify such documents as invitations, guidelines for the functions, etc. and provide the Organizing Committee with necessary assistance.

4.12 During the Championships, the Executive Board shall supervise the overall proceedings of the events.

4.13 The Executive Board shall examine the penalty proposals ranging from fine, warning, serious warning and suspension of rights in violation of the SATF Constitution, By-Laws and Anti-Doping Code stipulated by WADA, and shall take penalty measures against it and present such decisions to the next Congress for its approval. In case of doping, the decisions of the Executive Board shall be final.

4.14 The Executive Board may, as may be necessary, authorize part of its power and function to a designated official or member of the Federation.

4.15 The Executive Board shall carry out the tasks assigned by the Congress.

### **Article 15 President**

1. The SATF President shall be subject to the appointment of the ATF President.

2. In case of the President's absence, the Vice President authorized by the President shall work for the President.

3. The President shall superintend all of the Federation's work and officially represent the Federation and the EB. The President shall be responsible for all the documents.

In case of emergency, the President shall first take necessary measures for all but dissolution of the Federation, and then, report them to the following Congress and EB meeting.

4. In case of necessity, the President shall have standing or ad hoc committees and working groups established and set the assignments for them. The President will decide their dissolution once he considers that they have fulfilled their tasks. No meeting of such committees or working groups may be held without a prior agreement of the President.

5. The President is an ex-officio member of all the Committees and working groups of the Federation and shall exercise superior authority whenever he attends any of their meetings.

6. The President, when he or she regards it necessary, may increase or decrease the number of full-time officials at the SATF Secretariat and employ staff.

### **Article 16 Vice-Presidents**

1. They shall assist the President with his or her work.

2. In case of absence of the President, the Vice-President authorized by the President shall act for the President.

3. If the President loses his or her functioning ability or resigns before the expiration of his or her term of office, the Vice-President authorized by the President shall replace him until a new President is appointed by the ATF President. In this case, he or she is not the President by any means but only his or her deputy.

4. He or she shall carry out tasks assigned by the President.

5. Upon authorization by the President, Vice-Presidents can represent the Federation in relation with the other organs, groups and organizations.

6. The Vice-Presidents shall be recommended by the President and elected in a simple majority vote for a term of 6 (six) years at the Congress. The Vice Presidents may be reelected after their term ended.

### **Article 17 Secretary General**

1. Upon authorization of the President, the Secretary General can represent the President or the Federation.



2. Under the prior approval of the President, the Secretary General, on behalf of the President or the Federation, can sign the agreements or contracts with the other organizations and groups and the Federation's instructions or notices.
3. The Secretary General shall represent the Federation in the relations with the other organizations or groups on the level of Secretary General.
4. The Secretary General shall assist the President in the overall work of the Federation and he or she must reside at the SATF Secretariat.
5. The Secretary General shall submit the work report of the Secretariat to the SATF EB and Congress.
6. The Secretary General shall register and keep all of the official documents and seal of the Federation.
7. The Secretary General shall work out a work plan of the SATF HQ, carry it out under the approval of the President and sum up the results of it.
8. The Secretary General shall draft all the documents concerning the SATF EB, including the agenda, reports and resolutions, etc.
9. The Secretary General shall draft the minutes and reports of the Congress and EB meetings and submit them to the next Congress for approval.
10. The Secretary General shall keep in constant contact with the EB members, Chairpersons of the Standing Committees, Presidents and Secretary Generals of NGB's and heads of the other organizations.
11. The Secretary General shall draw up circular letters notifying the NGB's and other relevant persons and organizations of urgent information arising in the Federation.
12. The Secretary General shall push ahead with the execution of the fundamental objectives of the Federation by constantly acquainting himself with the development of the preparations for important functions of Federation, such as the Championships, through Chairpersons of the Standing Committees.
13. The Secretary General shall attend all the meetings of the Standing Committees in the capacity of an observer and may give advice to the Chairpersons if necessary.

## *Chapter 5*

### *Standing Committees*

**Article 18** The Standing Committees are:

1. **Technical Committee**
2. **Tournament Committee**
3. **Umpire Committee**
4. **Publishing & Information Committee**
5. **Expansion Committee**
6. **Financial and Marketing Committee**
7. **Ethic & Disciplinary Committee**
8. **Women Committee**
9. **Junior & Veteran Committee**

**Article 19** The Standing Committee shall consist of 3 to 5 members including the Chairperson.

**Article 20** The Chairpersons of the Standing Committees shall be appointed by the SATF President

and should be approved by the Congress. They hold office for a term 4 years and may be re-elected after the term expires.

The members of the Standing Committees shall be appointed by the President on recommendation of the corresponding Chairpersons.

**Article 21** The power and function of the Standing Committees shall conform to the SATF By-Laws.

## ***Chapter 6***

### ***South Asian Taekwon-Do Championships***

**Article 22** The South Asian Taekwon-Do Championships (SATC), in which the Adult & Junior Championships shall be held at the same time, shall be held every 2 years.

Organizing of other Championships shall be in compliance with the approvals of the Executive Board on each occasion.

The order of the SATC shall be counted from the one held in 2008, in Nepal, as the 1<sup>st</sup> SATC.

#### **Article 23 Venue of the SATC**

1. Any NGB willing to host the Championships shall have to submit a written application document to the SATF HQ and SATF Secretariat 1 month before the SATF Congress to be held 4 years before the Championships in question. A support letter from the government authorities must be enclosed with the application document.

2. Once the written application is accepted, the Secretary General will examine the documents and, if they are satisfactory, he or she will present them to the first Executive Board meeting to be held, which will, in turn, present them to the Congress.

3. The venue of the SATC should be determined at the SATF Congress, which is held 4 years before the due Championships.

#### **Article 24 Tournament Organizing Committee**

The Host NGB must form a Tournament Organizing Committee (TOC) as soon as the host venue of the Championships has been decided.

The Organizing Committee shall have the status of a legal body.

The composition, mission and role of the Organizing Committee shall be governed by the By-Laws to the SATF Constitution.

**Article 25** Invitation to the Championships and organizing and technical rules of the tournaments shall be governed by the By-Laws to the SATF Constitution.

**Article 26** The events of the Championships and the safety of the participants shall be governed by the By-Laws of the SATF Constitution.

## ***Chapter 8***

### ***The Periodical***

**Article 27** The periodical of the SATF is “Taekwon-Do in South Asia”.

**Article 28** The “SATF Newsletter” is issued quarterly and also when necessary. Issuing of the “SATF Newsletter” is entrusted to the Secretary General.

## *Chapter 9*

### *Restriction of Activities of SATF members*

**Article 29** SATF members are not allowed to work for any federations hostile to the SATF, or similar organizations and groups, or to participate in events of any kind organized by such organizations or groups.

**Article 30** All members who participate in a tournament or event hosted by any organization or group outside the ITF, should submit a detailed report to the SATF HQ and ITF and follow its decision.

## *Chapter 10*

### *Validity*

This Constitution is in force from the moment when it is adopted at the 1<sup>st</sup> SATF Congress held in Kathmandu, Nepal, July 12<sup>th</sup>, 2018.

# **By-Laws to the Constitution**

## *By law to Chapter 2; Official name, Domicile, Emblem, Flag, Official language, Legal status of the ATF*

### **By-law to Article 4: Domicile**

Domicile of the SATF HQ shall be recommended by the President, discussed and decided at the Executive Board.

The Secretary General shall reside at the SATF Secretariat and may employ the local people to ensure facile work of the Secretariat.

## *By law to Chapter 4; Organizational Structure*

### **By-law to Article 14: Executive Board**

- Executive Board members shall submit to the President a report on the activities related not only to their own country, but also to the adjacent countries, at least 2 times every year and present at least one constructive proposal for the development and consolidation of the Federation every year.
- Any EB member who is absent, without any prior notice of a due reason, from 3 EB meetings in succession, shall be automatically disqualified from EB membership.

### **By-law to Article 15: President**

- May designate his or her entrusted representatives for certain tasks or missions.

The President shall only be required to inform the Executive Board, in writing, of such designations.

## ***By law to Chapter 5; Standing Committees***

### **By-law to Article 21: The Power and Function of the Standing Committees**

The Standing Committees have the power to make decisions within their respective fields.

However, the Chairpersons of the Standing Committees are required to have the decisions ratified by the EB to implement them and be responsible for the results before the President and the EB. They shall work under the supervision and approval of the SATF HQ, which includes sending regularly a work report to the SATF HQ, etc.

#### **1. Technical Committee**

- Shall protect and maintain the authenticity of original Taekwon-Do techniques and theory as created and completed by the Founder Choi Hong Hi and ensure that no pseudo Taekwon-Do techniques and theory misusing the Founder's name may be allowed to corrupt or adulterate the original ones. The Technical Committee shall constantly defend, succeed and further develop Taekwon-Do techniques, theory, principles of the teaching method and its original properties studied and developed by the Founder.
- Shall ceaselessly work on the ITF Tournament Rules and Regulations to further develop them and submit to the ATF Congress and Executive Board the drafts of amendments.
- Shall submit the next year's plan for technical courses to the Federation by November every year and execute it under the approval of the Federation.

#### **2. Tournament Committee**

- Shall, in contact with the SATF HQ and SATF Secretariat, exercise overall guidance and supervision over the preparation, organization and progress of the South Asian Championships and any other international tournaments held within the framework of South Asia and make sure that all the competitions proceed in conformity with the ITF Tournament & Umpire Rules and Regulations and the guidelines of the Tournaments.
- Shall receive from the Organizing Committee the summing-up and financial reports of any international tournament within 30 days after conclusion of it and, on the basis of detailed study on it, submit a report, including any opinions, of the tournament to the SATF EB and Congress.

#### **3. Umpire Committee**

- Shall further develop the Umpire Rules, under the close contact with the Tournament Committee, based on the previous results and experience, and submit the drafted Rules to the EB and Congress.
- Shall draw up an Umpire Course Schedule and, in cooperation with the Tournament Committee and Technical Committee, conduct a training & refreshment course mainly for all the Dan (Degree) holders who are qualified to umpire level with the main focus on the umpires who should referee in the South Asian Championships and any the Regional Tournaments before the start of the tournament in question.
- Shall make sure that the umpires enhance their sense of responsibility and role to make fair judgments in all the South Asian games including the SATC and shall have a strict post-tournament review so that any mistakes will never be repeated.

#### **4. Publishing & Information Committee**

- Shall, in close contact with the SATF NGBs and members, collect, compile the positive information about Taekwon-Do activities and, under the approval of the SATF HQ, give a positive publicity to the

Taekwon-Do activities in Asia and the Federation through Mass Media.

- Shall provide the news media, international organizations and governments with correct information under the approval of the President and the EB.
- Shall manage the SATF Website and cooperate with the SATF HQ and the Secretary General in publishing the “Taekwon-Do in South Asia”, the periodical of the SATF, and “Newsletter” of the Federation.

#### **5. Expansion Committee**

- Shall contribute to the consolidation and development of the Federation by actively disseminating Taekwon-Do in South Asia and expanding the rank of Taekwon-Do practitioners and the SATF membership.

#### **6. Financial & Marketing Committee**

- Shall establish financial policies of the ITF and carry them out as required by the principles, the Legacy & Philosophy of original Taekwon-Do and ITF.
- Shall keep in close contact with the Secretary General, and cooperate with him and make consultation to render advice for the financial activities of the SATF.
- Shall represent the SATF under a prior consent of the President in case of a dispute or negotiations for financial matters with a third party.
- Shall search for ways and means to increase the financial income of the SATF through various channels including the dividing of profits made from the advertisement and TV broadcasting rights, etc.
- Shall protect and maintain the SATF intellectual rights and copyrights.
- Shall mainly raise money for the activation of the SATF works.
- Shall secure the finance of the SATF through exchange and cooperation between the Asian countries and support necessary funds to the activities of the EB members and give the financial support to the financially pinched SATF NGBs.

#### **7. Ethic & Disciplinary Committee**

- Shall deliberate on the violations of the Constitution and By-Laws of the SATF by individual members, national associations or organizations that have caused loss and damage to the SATF such as by defaming its honor, reputation and prestige or laying obstacles to its activities, and decide within its power to inflict punishment, excluding the suspension of right and expulsion, on them and report it to the SATF Executive Board. The Executive Board shall give a final decision on the punishment.
- Shall investigate all instances of infringement upon the Constitution or various rules and regulations of the Standing Committees by individual members or organizations. At the conclusion of the hearing, if the individual member or organization is found guilty, then the Committee shall follow the above-mentioned procedures.
- With respect to any warnings given to individual members or National Associations, the decision of the EB, which shall be based on the decision of the Committee, shall be final.
- Prior to inflicting punishment such as suspension of rights or expulsion, the Committee shall propose the same in writing to the Executive Board. The final decision on the punishment shall be made at the Congress.
- Any events, including any dispute between NGBs or individual members, which are outside the power of the Committee to settle, or any case that has been filed to the Court of Arbitration formed inside the ITF shall be settled through arbitration.

Shall supervise and control all the immoral and indisciplined words and behaviors happening among the competitors and coaches in all the tournaments to be held in Asian countries including the Asian

TKD Championships and to organize a more organized and disciplined tournaments by establishing noble traits of morality.

## **8. Women Committee**

## **9. Junior & Veteran Committee**

### ***By law to Chapter 6; South Asian Taekwon-Do Championships***

#### **By-law to Article 24: Tournament Organizing Committee**

- Shall be composed of the President and Secretary-General of the host NGB and one or more representatives of the city authority concerned, nominated by the city authority. If there is a member of the SATF EB in the host country, he or she shall automatically become a member of the Organizing Committee.
- Shall keep in close contact with the Federation and be regularly instructed by the Federation about the organization and preparations of the Championships.
- Shall cooperate with the SATF Tournament Committee and Umpire Committee during the Championships to ensure that the Championships be a fair tournament in conformity to the spirit of Martial Arts.
- Shall work in close contact with all the SATF NGBs during the whole period of preparations for the Championships.
- Shall issue invitations and information on the South Asian Taekwon-Do Championships to the entire SATF member National Associations at least 6 months before the start of the Championships. It shall send out the application forms at least 4 months before the start of the Championships. It shall request member countries to provide preliminary applications for participation 90 days before the start of the Championships. It shall request participating countries to submit their named final application forms at least 30 days before the start of the Championships.
- The participation fee in the Championships shall apply only to the competitors and the amount decided at the Executive Board and approved by the Congress shall apply accordingly to the participation fee.
- Shall provide the venue for the EB meeting and the Congress to be held during the Championships at its own expense.

#### **By-law to Article 25: Invitation to the Championships and organizing and technical rules of the tournaments**

- The Organizing Committee shall send out, under the sanction of the EB, a Letter of Invitation and tournament guidelines to the entire SATF member NGBs (including the NGBs of Oceania Taekwon-Do Federation and other Asian & Russian Far-East Federations & African countries) 6 months before the start of the Championship by mail and e-mail.
- In the Letter of Invitation and the tournament guidelines should be included such information as the date and venue of the Championships, qualifications for participation, number of participants, financial conditions, visa procedures and methods, customs requirements, anticipated climatic conditions, should-be-noted traditions or religious manners, conditions of competition arena, method of competition, competition uniforms, umpiring, awards and procedures of awarding ceremony and protocol relations, etc.
- The Organizing Committee shall receive a letter of guarantee from the Government for the countries requiring visas and inform the SATF and its NGBs of it 6 months before the Championships.
- The Organizing Committee shall cover the return airfares and hotel accommodation for the SATF President, Vice Presidents, Secretary General and the ITF Representative(s). In addition, the

Organizing Committee shall bear the hotel fees for one Umpire per country during the Championships.

- The Hotel accommodation fees for the participants must not exceed USD 80.00 per head per day in the period of the Championships. These include full board, ID card and local transportation from the moment of arrival until departure of the participants within the proposed schedules.
- The Entry Fee of the SATF Competitions shall be USD 75/- per player
- The Organizing Committee shall provide a VIP room in the stadium as well as transportation for SATF VIPs and supply the President with a meeting room for discussions with the officials of NGBs at the hotel where the President stays during the Championships.
- The Organizing Committee shall do its best to provide the participants in the Championships with the best possible convenience within its reach, including guides, translators, accommodation and transportation, etc.
- The Organizing Committee shall give priority to the accommodation and convenience of competitors during the Championships and ensure the hotels for competitors are close to the competition venue and not far away from the International Airport.
- The Organizing Committee, on behalf of the SATF, shall invite individual personages designated by the Federation to participate in the Championships and, in particular, all National Associations to send their delegations to the SATF Congress. The delegation to the Congress shall consist of not more than 3 persons per NGB.
- The accommodation for the members whose expenses are borne by the host should conform to the host's financial standing as well as requirement of being a neat and clean hotel.
- The Organizing Committee shall, in its invitation letter, state clearly the dates, time and conditions of the accommodation and board for those including umpires, whose accommodation is to be covered by the host.
- The Organizing Committee shall, in the tournament guidelines, put a special emphasis on requesting the NGBs to bring with them 2 national flags in designated size and a CD of their national anthem to the Championships.
- In the overall negotiations for TV broadcasting & advertisement rights and other commercial activities for the Championships, the Organizing Committee shall work closely with the SATF HQ. The Organizing Committee shall keep the SATF President, the Executive Board and the HQs informed of all levels of the negotiations and shall be advised by them.

### **Penalties**

- Any change on the registration after Last date of Entry shall be USD 100/-
- Late arrival of a responsible person for registration is USD 150/-
- Late arrival of the whole team is USD 50/- per person
- If accommodation is provided by the Organizing Committee and but if the countries use their own accommodation i.e if not booking via the OC – USD 50 per person.

### **By-law to Article 26: The functions and safety of the Championships**

- The Organizing Committee shall keep in constant contact with and render a positive cooperation to the police and other security organizations in guaranteeing the safety of the participants and the audience attending the Championships.
- The Umpire and Tournament rules and regulations of the ITF shall be applied strictly to all the matches of the Championships.
- The Organizing Committee shall meet the heads of teams on arrival at the place for registration of participation in the Championships. It shall receive from the heads of teams their national anthems and flags, and will collect participation fees.

- At the opening and closing ceremonies, the teams shall enter the gymnasium in the English alphabetical order with the last host nation being the first and the host nation the last.
  - The name plates of all the NGB teams used at the Championships shall carry only 3 letters of abbreviated form of English name in accordance with the tradition of the Olympic Games.
  - The dates written on the invitation to the Championships should clarify the period of stay for the teams: all the teams shall plan to arrive at the designated venue one day before the start of the Championships to have lunch there and when it is over, they shall leave the place the following day after breakfast.
  - The Organizing Committee shall ensure due treatment for the Masters and Grand Masters in every possible aspect such as the provision of transportation and seating in the competition venue during the Championships.
  - The Organizing Committee shall provide the participants with accommodation commensurate to their participation fees.
  - Rest and recreation for the participants are permitted and will be in accordance with the budget of the Organizing Committee.
  - The Organizing Committee shall announce the results of the competitions every day.
- It shall publish the results of all the competitions in print and distribute them to the heads of teams. It shall send, within 3 days from the date of completion of the Championships, a full report, including the competition results, to the SATF HQs by e-mail.
- The Organizing Committee shall provide a video recording of the entire Championships in consideration of any protest.

Grand Master Dr. Rajendran Balan  
President

Master Abdu Rahiman  
Secretary General

Master Pradeep Janardhana  
Director Finance