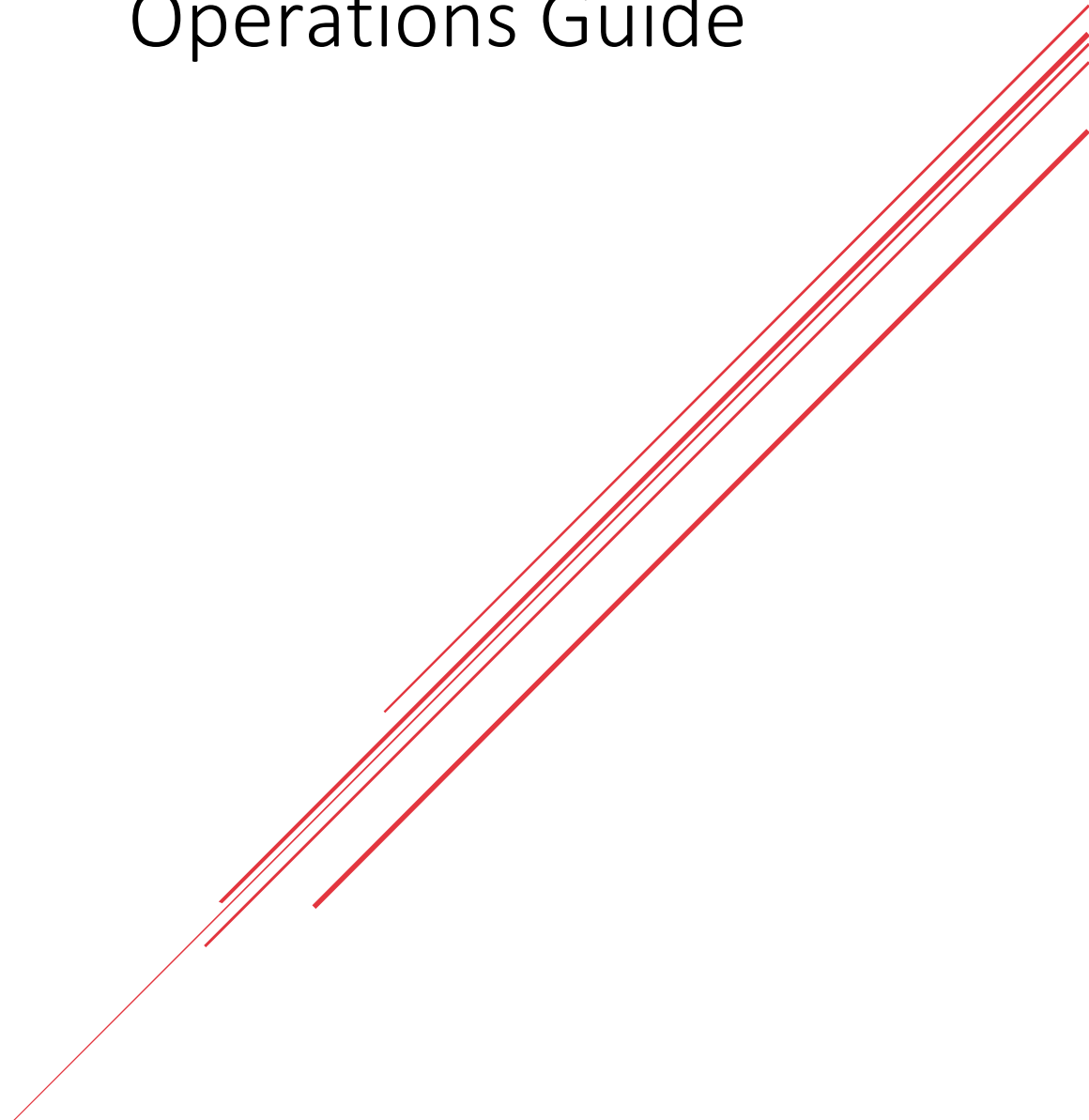




**TAEKWONDO CANADA**

# Referee Program and Operations Guide



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## OVERVIEW

The Referee Committee is a standing committee of the Board of Directors (Board) of Taekwondo Canada (TC). The Referee Committee Chair is a Board appointed representative who is responsible for the day-to-day promotion, education, recruitment, management, and administration of the Referee Committee, the member officials of Canada, and TC's Referee Program and Operations Guide (RPOG).

## RESPONSIBILITIES

The Referee Committee is empowered with the following responsibilities:

1. To educate officials, coaches, athletes and volunteers on all aspects of the World Taekwondo (WT) Competition Rules for both Kyorugi and Poomsae.
2. To define, set standard procedures and keep up to date on all rules and regulations to ensure fairness and high-quality refereeing and judging for all competitions sanctioned and managed by TC.
3. To recommend, assign, direct and supervise technical advisors, referees, judges and staff at events sanctioned and managed by TC.
4. To monitor all officials' conduct in the spirit of TC's [Code of Conduct and Ethics](#) policy.
5. To establish certification and testing criteria for all classes of national officials.
6. To promote, train, educate, and conduct certification seminars for all class levels of national officials.
7. To promote and conduct non-certification seminars for national coaches as part of the National Coaching Development program.
8. To act as a technical advisory body to the TC Board and Executive Director (ED) on all aspects of WT Competition rules and related matters for TC, including but not limited to representation, liaison, and communication between TC and the technical committee of the World Taekwondo (WT), Commonwealth Taekwondo Union (CTU), World Taekwondo Pan America (WTPA), or other international body. This does not include the appointment of Technical Delegate at TC events but rather suggestions regarding this individual.
9. To recommend, with the approval of the Executive Director and in consultation with the Board, candidates with Canadian citizenship who are in good standing with TC for International Referee (IR) certification by the WT
10. To recommend when requested to do so by WT, CTU, WTPA, or other international bodies, international referees with Canadian citizenship and who are in good standing with TC, to officiate international Taekwondo championship events.
11. To advise on the development of a referee budget for TC managed events and for referee education and development.
12. To establish a development program for TC Referees that outlines development goals and key performance indicators to evaluate the developmental progress of the program and individual officials.

13. To work with provincial referee chairs to help standardize provincial referee committee policies and procedures, thereby ensuring quality officials are developed at the grass roots level, including a minimum provincial criterion required prior to approval for advancement to the national level. This will ensure that officials from across Canada are meeting the minimum criteria when advancing to the National level with the goal to raise and equalize the quality standards of a TC official.
14. To report to the ED when necessary.

## COMPOSITION

- Referee Chair
- Referee Vice Chair (secretary duties and second in command)
- Regional Chairs (4): West, Ontario, Quebec, East
  - Both Kyorugi and Poomsae specialists represented
  - Both genders must be represented
  - English and French must be represented

The appointment and term are governed by the [Referee Committee Selection Policy](#).

## QUALIFICATIONS

- Member in good standing of Taekwondo Canada
- International Referee (IR)
- Both Kyorugi and Poomsae referees must be up to date on current WT rule interpretations, having attended a WT sanctioned recognized referee refresher course. WTPA courses are recognized by WT.

## AUTHORITY OF REFEREE CHAIR AND COMMITTEE

### Chair

- Advise the Board, through the Executive Director, on all matters relating to WT Competition.
- Establish ad-hoc committees as approved by the Executive Director as deemed necessary to accomplish its mandate.
- Appoint/replace Vice-Chair, Committee and Subcommittee members as required, with Board and Executive Director approval.
- Call meetings of the Referee Committee as necessary, conducted through teleconference, electronic or in person

## Committee

- Fulfill duties as outlined in this guide.
- Fulfill duties as requested by the Referee Chair.

## DRESS CODE

Referees shall wear black slacks, a white shirt, a red tie, a black suit jacket and white athletic or taekwondo shoes.

## ATTACHED APPENDICES

The following attachments form part and parcel of this operations guide. The intent of attaching appendices is for ease of update of any one section when necessary.

- [APPENDIX A: Selection of Referees for National Events](#)
- [APPENDIX B: National Referee Class Qualification, Certification and Promotion Guidelines](#)
- [APPENDIX C: Kyorugi Referee Evaluation Report](#)
- [APPENDIX D: Referee Certification and Promotion Seminar](#)
- [APPENDIX E: International Referee Class Qualification Guidelines](#)
- [APPENDIX F: Referee Code of Conduct](#)
- [APPENDIX G: Referee Chair and Referee Committee Selection Policy](#)
- [APPENDIX H: Referee Committee Terms of Reference](#)

## MATTERS NOT COVERED

If a situation is not covered by this Program and Operations Guide, the President of Taekwondo Canada will deliver the final ruling after a joint meeting of the Referee Committee members.

## APPENDIX A

### Selection of Referees for National Events

The Referee Committee will solicit availability from the national referee community three (3) months prior to a national event. A budget will be agreed upon by the ED, the Referee Committee Chair, and the Events Staff, including determining the number of referees required for a specific national event.

Referees will be appointed based on the following:

- Provincial representation, in association with geographical budgetary view,
- Gender balance,
- Merit based appointment system.

### Merit Based Appointment for National Referees

A referee may be awarded a maximum of 25 points. If there is a tie for any two or more individuals in a province, the following criteria will be the determining factor in descending order of importance.

#### **A maximum of 5 points will be awarded, in consultation with the Provincial Referee Chair:**

- 5 points – the referee can perform all referee duties effectively - competition supervisory board, referee director, ring captain, technical assistant, centre referee, corner judge, video juror, inspection, weigh-in (Guideline: IR)
- 4 points – excellent ring management and knowledgeable as the centre referee and video juror (Guideline: N1)
- 3 points – confident centre referee and good corner judge (Guideline: N2)
- 2 points – average centre referee and corner judge (Guideline: experienced N3)
- 1 point – new national 3<sup>rd</sup> class referee

#### **A maximum of 10 points will be awarded, in consultation with the Provincial Referee Chair:**

- 2 points for each local, provincial or inter-provincial tournament officiated within one year prior to the national event
- The maximum claim is 5 tournaments

#### **A maximum of 5 points will be awarded, in consultation with the Provincial Referee Chair:**

- 5 points will be awarded if the referee has taken the national (or international) seminar/refresher within one year prior to the national event
- 3 points will be awarded if the referee has taken the national (or international) seminar/refresher within two years prior to the national event

**5 points will be awarded:**

- Poomsae certified nationally or internationally (including WTPA)

**5 points will be awarded:**

- National Referee who volunteered at the last national event

The recommended list will be forwarded to the Executive Director for final confirmation. The final approval should be made at least 60 days prior to the event. The referee chair will communicate with the confirmed referees and the hosting organizing committee in order that travel, accommodation and meal arrangement can be planned on a timely basis.

Authorized official expenses of participating referees will be paid in accordance with Taekwondo Canada's fees and honoraria guideline.



## APPENDIX B

### National Referee Class Qualification, Certification and Promotion Guidelines

Canadian referees move through a logical progression of classes from national practice class (NP) to national first class (N1). At every level, they must be members in good standing of Taekwondo Canada and must receive the endorsement of their provincial referee chairperson. Practice classes are defined for those who may not be old enough or may not have a high enough belt level, yet are interested in officiating at the national level.

#### Kyorugi

##### **National Referee Practice Class (NP)**

- 1st Geup
- 18 years of age
- Experience at the provincial level
- Attend National seminar and pass examination requirements with a minimum score of 65%

##### **National Referee 3rd Class (N3)**

- 1<sup>st</sup> Dan or higher in rank certified by the Kukkiwon
- 18 years of age
- Certified and active at the highest level of provincial or territorial association for at least one year
- Attend National seminar and pass examination requirements with a minimum score of 70%

##### **National Referee 2nd Class (N2)**

- 2<sup>nd</sup> Dan or higher in rank certified by the Kukkiwon
- 20 years of age
- Certified and active as 3rd class national referee at least one year
- Attend National seminar and pass examination requirements with a minimum score of 75%
- Officiate (appointed or volunteer) in at least one national championship within the previous two years

##### **National Referee 1st Class (N1)**

- 3rd Dan or higher in rank certified by the Kukkiwon
- 22 years of age
- Certified and active as 2nd Class national referee for at least one year

- Attend National seminar and pass examination requirements with a minimum score of 80%
- Officiate (appointed or volunteer) in at least one national championship within the previous two years

## Poomsae

### **National Referee Practice Class (NP)**

- 1st Geup
- 18 years of age
- Knowledge of Poomsae from Taegeuk 4 to Taebak
- Experience judging black belt sport Poomsae OR competing in black belt sport Poomsae
- Attend National seminar and pass examination requirements with a minimum score of 65%

### **National Referee 3rd Class (N3)**

- 1st Dan or higher in rank certified by the Kukkiwon
- 18 years of age
- Knowledge of Poomsae from Taegeuk 4 to Sipjin
- Experience judging black belt sport Poomsae OR competing in black belt sport Poomsae
- Attend National seminar and pass examination requirements with a minimum score of 70%

### **National Referee 2nd Class (N2)**

- 2nd Dan or higher in rank certified by the Kukkiwon
- 20 years of age
- Certified and active as 3rd class national referee for at least one year
- Knowledge of Poomsae from Taegeuk 4 to Chonkwon
- Attend National seminar and pass examination requirements with a minimum score of 75%
- Officiate at least one black belt sport Poomsae event within the last year

### **National Referee 1st Class (N1)**

- 3rd Dan or higher in rank certified by the Kukkiwon
- 22 years of age
- Certified and active as 2nd class national referee for at least one year

- Knowledge of Poomsae from Taegeuk 4 to Hansu
- Attend National seminar and pass examination requirements with a minimum score of 80%
- Officiate at least one black belt sport Poomsae event within the last year

## APPENDIX C

### Kyorugi Referee Evaluation Report

|                     |                         |              |  |
|---------------------|-------------------------|--------------|--|
| <b>NAME</b>         |                         | <b>EVENT</b> |  |
| <b>CURRENT RANK</b> | <b>RANK APPLIED FOR</b> | <b>DATE</b>  |  |

| <b>DUTIES PERFORMED</b> |                          |                          |                 |
|-------------------------|--------------------------|--------------------------|-----------------|
|                         | <b>YES</b>               | <b>NO</b>                | <b>COMMENTS</b> |
| Weigh-In Inspection     | <input type="checkbox"/> | <input type="checkbox"/> |                 |
| Technical Assistant     | <input type="checkbox"/> | <input type="checkbox"/> |                 |
| Corner Judge Centre     | <input type="checkbox"/> | <input type="checkbox"/> |                 |
| Referee Video Juror     | <input type="checkbox"/> | <input type="checkbox"/> |                 |
| Computer Operator       | <input type="checkbox"/> | <input type="checkbox"/> |                 |
| CSB                     | <input type="checkbox"/> | <input type="checkbox"/> |                 |
|                         | <input type="checkbox"/> | <input type="checkbox"/> |                 |
|                         | <input type="checkbox"/> | <input type="checkbox"/> |                 |
|                         | <input type="checkbox"/> | <input type="checkbox"/> |                 |

| <b>SKILLS</b>   |                          |                          |                           |                          |                          |
|-----------------|--------------------------|--------------------------|---------------------------|--------------------------|--------------------------|
|                 | <b>P</b>                 | <b>X</b>                 |                           | <b>P</b>                 | <b>X</b>                 |
| Hand Signals    | <input type="checkbox"/> | <input type="checkbox"/> | Working with Others       | <input type="checkbox"/> | <input type="checkbox"/> |
| Scoring         | <input type="checkbox"/> | <input type="checkbox"/> | Applying Knowledge/Skills | <input type="checkbox"/> | <input type="checkbox"/> |
| Ring Management | <input type="checkbox"/> | <input type="checkbox"/> | Reliability               | <input type="checkbox"/> | <input type="checkbox"/> |
| Confidence      | <input type="checkbox"/> | <input type="checkbox"/> | Accountability            | <input type="checkbox"/> | <input type="checkbox"/> |
| Communication   | <input type="checkbox"/> | <input type="checkbox"/> | Conduct                   | <input type="checkbox"/> | <input type="checkbox"/> |
| Decisiveness    | <input type="checkbox"/> | <input type="checkbox"/> | Dress                     | <input type="checkbox"/> | <input type="checkbox"/> |
|                 | <input type="checkbox"/> | <input type="checkbox"/> |                           | <input type="checkbox"/> | <input type="checkbox"/> |

|                                 |                                       |   |  |
|---------------------------------|---------------------------------------|---|--|
| <b>PROMOTION RECOMMENDATION</b> | <b>NO</b><br><input type="checkbox"/> | <b>DEVELOPING</b><br><input type="checkbox"/> | <b>READY</b><br><input type="checkbox"/> |
|---------------------------------|---------------------------------------|---|--|

|                 |
|-----------------|
| <b>COMMENTS</b> |
|-----------------|

|                        |             |                  |
|------------------------|-------------|------------------|
| <b>EVALUTATOR NAME</b> | <b>RANK</b> | <b>SIGNATURE</b> |
|                        |             | <b>DATE</b>      |



## APPENDIX D

### Referee Certification and Promotion Seminar

Referee seminars will be organized and conducted by the Referee Committee, several times annually and with geographic diversity.

The referee seminar will consist of the following program:

- Candidates must read the latest version of the WT Competition Rules and must complete an open book test designed to assure a good level of familiarization with the WT Competition Rules prior to the commencement of the seminar.
- Theory on refereeing and competition rules
- Hand signal and refereeing practicum
- Scoring method and practicum
- Written examination
- Practical examination and evaluation

Taekwondo Canada's national office will handle all administration for all referee seminars. The national office will administer the registration method and payment process. An attendance summary along with a report indicating the results including pass, fail or promotion, will be supplied by the seminar instructor to the national office within twenty-one (21) days of the seminar. Upon successful completion of the seminar, the national office will issue the appropriate certificates within sixty (60) days of completion of the seminar.

Authorized expenses for the seminar instructor shall be reimbursed to the instructor and where required, paid to the service providers and facility operators by Taekwondo Canada. Honoraria are set according to Taekwondo Canada's fee and honoraria guidelines and are payable from the Taekwondo Canada national office. Honoraria must not be paid directly to the seminar instructor by the seminar host. Honoraria shall not be paid until course results are submitted to national office.

## APPENDIX E

### International Referee Class Qualification Guidelines

An International Referee is one who has been certified by the WT under the rules and regulations of the WT. Once a referee is certified as an International Referee, they fall under the auspices of WT for International events.

National referees applying to attend an international Kyorugi referee seminar should meet the following guidelines:

- Meet the criteria as defined by the WT
- Canadian citizen
- 1<sup>st</sup> class national referee for a period of at least two years
- Member in good standing of Taekwondo Canada
- Officiate (appointed or volunteer) in at least one national championship within the previous two years
- Recommended by the national and provincial referee chairpersons, with the President of TC's approval and signature on the international referee seminar application to the WT

National referees applying to attend an international Poomsae referee certification seminar should meet the following guidelines:

- Meet the criteria as defined by the WT
- Canadian citizen
- 1<sup>st</sup> class national referee for a period of at least two years
- Member in good standing of Taekwondo Canada
- Officiate (appointed or volunteer) in at least one national championship within the previous two years
- Recommended by the national and provincial referee chairpersons, with the President of TC's approval and signature on the international referee seminar application to the WT

An international referee should meet the following guidelines in order to be recommended to the WT, CTU, WTPA, or other international body (when requested) to participate in an international championship:

- Canadian citizen
- Member in good standing of Taekwondo Canada
- Officiate (appointed or volunteer) in at least one national taekwondo championship within the previous two years
- Attended an International Referee Refresher Course on the latest amendment of the WT Competition Rules within the previous two years

- Produce proof of payment of WT referee's annual dues
- Fit the described requirements in the invitation request from the WT, CTU, WTPA or other international body
- Recommended by the provincial and national referee chairpersons



## APPENDIX F

### Referee Code of Conduct

Taekwondo Canada (TC) is committed to providing an environment in which all individuals are treated with respect. Further, TC supports equal opportunity and prohibits discriminatory practices. Officials of TC and participants in TC's programs and activities are expected to conduct themselves at all times in a manner consistent with the values of TC. Conduct that violates this Code of Conduct may be subject to sanctions pursuant to TC's policies related to discipline.

All referees of TC have a responsibility to:

1. Maintain and enhance the dignity and self-esteem of members and participants of TC by:
  - a. Demonstrating respect to individuals regardless of gender, ethnic or racial origin, sexual orientation, age, marital status, religion, political belief, disability or economic status
  - b. Refrain from any behaviour that constitutes harassment, where harassment is defined as comment or conduct directed towards an individual or group, which is offensive, abusive, racist, sexist, degrading or malicious
  - c. Refrain from any behaviour that constitutes sexual harassment, where sexual harassment is defined as unwelcome sexual advances, statements or conduct of a sexual nature, which may influence decisions, diminish performance or create an intimidating, hostile or offensive environment
  - d. Focusing comments or criticism appropriately and never publicly criticize other referees, coaches organizers, volunteers, employees, members or any taekwondo body, nor comment publicly on any match officiated
  - e. Consistently demonstrating the spirit of sportsmanship, sports leadership and ethical conduct and practices
  - f. Always show respect, even in cases where the courtesy is not reciprocated
  - g. Ensuring that the rules of the sport of Taekwondo, and the spirit of such rules, are adhered to
  - h. Refrain from any behaviour that may cause the appearance of bias, including, but not limited to, extensive conversation with coaches, athletes or team managers, and the use of cell phones or cameras in the venue
  - i. Refrain from social media posting, anything that compromises the integrity and/or dignity of referees
2. Take steps to manage the responsible consumption of alcoholic beverages in social situations associated with sanctioned Taekwondo events
3. Abstain from the non-medical use of drugs or the use of performance-enhancing drugs or methods, in conformance with the Canadian Anti-Doping Program and any applicable international anti-doping policies

4. Never participate at a TC event while under the influence of alcohol or any other prohibited drug and accept that referees may be subjected to a random breathalyzer test (or other applicable methodology) that may be conducted at any point during a national Taekwondo event and understand that if alcohol is detected he/she may be subjected to an immediate removal from the game and possible sanctioning, and further understand that if an official's performance appears to be negatively affected and/or excessive alcohol and/or drug consumption at any point leading up to the national event is suspected by the referee committee then the official in question will be removed from the game and may be subject to sanctioning
5. Comply at all times with the constitution, bylaws, policies, rules and regulations of Taekwondo Canada, as adopted and amended from time to time, including complying with any contracts or agreements executed with Taekwondo Canada
6. Referee Taekwondo matches in a totally unbiased manner, with absolute fairness, honesty and integrity, making all decisions based only on the evidence presented in the true spirit of the game and ensuring that the Competition Rules are properly enforced and that all competitors comply with the Competition Rules
7. Indicate any conflict of interest in any match (such as being from the same province, or affiliated with a club or instructor as one or both of the competitors including those individuals enlisted in Canadian Forces where they are stationed in said province) or division and request to be replaced in any such match or division where there exists a conflict of interest or a perceived conflict of interest
8. Inform the referee chair in advance to seek appropriate approvals to officiate at any World Taekwondo event, act as a representative of TC while officiating at any World Taekwondo event and in such a way to bring neither TC, nor fellow referees, into disrepute and abide by the TC Code of Conduct, in addition to any other code of conduct as issued by the host of the international event
9. Adhere to all Taekwondo Canada and World Taekwondo policies, regulations, standards and directives regarding refereeing
10. Refrain from the shouting of loud abuse, unwarranted advice, or deliberate heckling aimed at participants (including other officials) during a game attended as a spectator
11. Not participate as an official at any time during the course of a Taekwondo Canada event while also participating as a coach or a competitor at the same event

I have read and understand the above, and agree to abide by this Taekwondo Canada Code of Conduct.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Province

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

## APPENDIX G

### Referee Chair and Referee Committee Selection Policy

#### 1. PURPOSE

1.1 The Referee Chair and Referee Committee Selection Policy provides a transparent process for the appointment of the Referee Chair and the Referee Committee who will manage the National Referee Program and Operations Guideline (RPOG).

1.2 Referee Committee, in consultation with the Executive Director, is responsible to develop and present an RPOG review, on an annual basis, to the board for approval.

1.3 The RPOG includes all aspects of the management and development of all levels of Canadian referees which also covers Referee Committee Operations Strategy, Policy and Procedure.

1.4 The RPOG is administrated and managed by the Executive Director for the Board.

#### 2. REFEREE COMMITTEE SELECTION PROCESS AND PARAMETERS

##### 2.1 Nomination Process

2.1.1 The referee chair candidate will submit a nomination application by the posted application deadline to the Secretary and Executive Director.

2.1.2 The nomination application requires the support endorsement of three (3) Canadian International or Level 1 National Referees.

2.1.3 The Candidates must be a current active international referee in good standing with Taekwondo Canada and World Taekwondo.

2.1.4 The Candidates must be refreshed on the most recent World Taekwondo competition rules.

2.1.5 The Candidates must be a Canadian citizen or Permanent Resident.

##### 2.2 Appointment Process

2.2.1 The candidate nomination will be verified and vetted by the Nomination Committee. In the absence of the nomination committee the Taekwondo Canada Board can perform this process.

2.2.2 The complete list of verified nominations will go to the board for appointment consideration.

2.2.3 The board will select the chair by a majority vote.

2.2.4 If the first selection round does not receive a majority vote, then the candidate receiving the least votes is dropped off the next appointment list for board vote until a candidate receives a majority vote.

##### 2.3 Term

2.3.1 There may be a transition period between changing Referee Chairs.

2.3.2 Current Chair will serve until the end of the originally scheduled summer Olympics or date of board approval, whichever comes last.

2.3.3 The only exception to this term is if the Referee Chair that is subject to Early Removal.

2.3.4 The new Referee Chair should be appointed by the new board elected at AGM during the originally scheduled summer Olympics year.

## **2.4 Early Removal**

2.4.1 Referee Chair can be removed by a majority board non confidence vote.

2.4.2 No reason or cause needs to be designated.

## **3. DUTIES OF REFEREE CHAIR AND COMMITTEE**

3.1 The Referee Chair will recommend the balance of the committee for board approval.

3.2 Referee Committee develop, review, and submit for board approval all Referee Guidelines to be included in the (RPOG).

## **4. COMMITTEE MAKE UP**

4.1 Vice Referee Chair will be Chair in absence of the Referee Chair and will also act as Secretary for the committee.

4.2 Regional Chairs shall be four (4): West, Ontario, Québec, and East Chairs.

4.2.1 At least one Regional Chair must be a Kyorugi specialist and one must be a Poomsae specialist.

4.3 Referee Chair or Board can recommend the appointment and removal of any referee committee member.

4.4 Referee Chair will have an additional deciding vote on any tied votes.

## **INTERPRETATIONS**

Eligibility: Article 2.1.4 is not here to create an ineligibility with a hard date requirement but to encourage the importance of continuous educational update. If the candidate has not taken the latest upgrade international seminar it is expected that they will pass at the earliest possible date.

## APPENDIX H

### Referee Committee Terms of Reference

|                              |   |
|------------------------------|---|
| <b>Committee Name:</b>       | Referee Committee   |
| <b>Mandate:</b>              | Oversee all aspects of Referee management of human and financial resources to ensure that the National Referee Program supplies a pool of highly qualified referees to meet the needs of Taekwondo Canada at its events.  |
| <b>Objective and Goals:</b>  | <ol style="list-style-type: none"><li>1. Implement and manage the National Program and Operations Guideline (RPOG).</li><li>2. Develop, revise, review and recommend changes to the National Referee Program and Operations Guideline (RPOG) on an annual basis, in consultation with the Executive Director and Board.</li><li>3. Annual Written report for inclusion at a July Board Meeting and the Annual General Meeting</li></ol>   |
| <b>Composition:</b>          | <ol style="list-style-type: none"><li>1. Referee Chair</li><li>2. Referee Vice Chair: (Secretary duties plus 2nd in command)</li><li>3. Regional Chairs (4): West, Ontario, Quebec and East<ul style="list-style-type: none"><li>▪ At least one Regional Chair must be a Kyorugi and one must be a Poomsae specialist</li></ul></li><li>4. Appointment governed by the <a href="#">Referee Committee Selection Policy</a></li></ol>   |
| <b>Key Duties and Scope:</b> | <ol style="list-style-type: none"><li>1. Manage, review and recommend revisions to all aspects of National Referee Program including education, development, recruitment and assignment as it relates to national events and operation.</li><li>2. Work with Provincial Referee committees to develop an aligned National Referee Program.</li><li>3. Review and recommend changes of (RPOG) to the Board in consultation with the Executive Director.</li><li>4. Work with Executive Director and Events staff to give advice on the level of financial support required to deliver qualified referees for national events and manage operation of the National Referee Program.</li><li>5. Exception: The positions of Technical Delegates, as stipulated in the WT Competition Rule Books, for all events is appointed by:<ol style="list-style-type: none"><li>a. Domestic – Taekwondo Canada President</li><li>b. WT Sanctioned – WT President</li></ol></li></ol> |

- Authority:**
1. The Referee Committee shall decide independently from Taekwondo Canada staff the make-up of the assignment list for referees at national events overseen by Taekwondo Canada.
  2. Taekwondo Canada staff will vet the assignment list for membership compliance.
  3. The Referee Committee, in consultation with the Executive Director, will recommend any changes to the National Referee Program and Operations Guideline to the Board for approval.
- Meetings:**
1. The committee meetings can be called by the Referee Chair or three (3) Committee members with 7 days notice.
  2. The committee can meet via telephone, electronic conference, email consensus or in person.
  3. A majority of the voting members shall constitute the Committees' quorum
- Reporting:**
1. Annual Written report for inclusion at a July Board Meeting and the Annual General Meeting
  2. Consult and co-ordinate operations with the Executive Director and Event staff.
- Resources and Budget:**
- Work with Executive Director and Event staff on advising and establishing an annual financial budget to achieve the National Referee Program and ensure success of Operations.
- Governance:**
1. Face to Face or electronic conference meetings require a majority vote
  2. E-Votes require a 2/3 Majority vote
  3. Tie votes are broken by the Referee Chair Vote
- Review:**
1. Annual RPOG Review to be submitted to board in January.
- Approval:**
- Terms of Reference originally approved by the Taekwondo Canada Board of Directors on January 19, 2018. Revised by Board on October 21, 2020.
- Related Policies / By-laws:**
1. Referee Chair and Referee Committee Selection Policy
  2. Referee Committee Terms of Reference (this document)
  3. Referee Program and Operations Guide