



International Taekwon-Do Federation



BY-LAWS TO CONSTITUTION

**ITF HQ
Vienna, Austria**

The By-Laws to the Constitution of ITF, and Instructions and Appendices attached hereto shall complement the Constitution, additionally confirm and regulate those articles not specified in the ITF Constitution.

Those necessary items not stated in the By-Laws to the Constitution of the ITF and Instructions and Appendices shall be addressed and decided at the ITF EB meeting in conformity with the ITF Constitution, the By-Laws to the Constitution of the ITF and Instructions and Appendices whenever such items may require attention. All these regulations and items shall serve as guidelines for all ITF activities. Therefore, the By-Laws and Instructions and Appendices attached hereto shall have a full legal force and effect in the same manner as the Constitution.

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By-Law to CHAPTER 2: Name, Domicile, Emblem, Flag, Official Languages, Financial Resources and Legal Status of ITF

By-Law to Article 2: Domicile

Domicile of the ITF Headquarters is decided at the Executive Board. At least one person among the President and Vice-Presidents must be permanently stationed at the Headquarters and shall work with the necessary number of staff the President appoints, the Secretary General and Director of Finance & Administration. Local people from the country of residence may be employed to maintain the smooth running of the Headquarters. In case the President and the Vice-President are both absent for an unavoidable reason, the Secretary General shall be authorized to sign all the necessary documents to run the Headquarters, including legal or financial documents, on behalf of them.

By-Law to Article 10: Legal Status

Settlement of any suit or dispute that may arise in relations with any individual, organization, body or enterprise out with the ITF shall be in conformity with the Laws of the country where the ITF Headquarters is located.

By-Law to CHAPTER 4: Organizational Structure

By-Law to Article 3: Executive Board

- As to the elections for 5 Vice Presidents, the candidates submitted by NGBs, with disregard to the continent, who have gained the most votes (1st, 2nd, 3rd, 4th and 5th votes) at the Congress shall be elected as the Vice Presidents.
- As to the elections for the ordinary EB members pursuant to the continent, in case where more than 2 candidates stand for the ordinary EB member from the same continent, the candidate who has succeeded in getting the most votes at the Congress shall be elected as an EB member.
- The Chairpersons of Standing Committees to be appointed as an EB member by the ITF President at the Congress shall be the Chairpersons of Technical & Education Committee, Tournament Committee and Umpire Committee.
- The EB members shall be allowed to hold no more than 2 positions in the EB e.g. Vice President & Chairperson of any Subcommittee as an EB member and no other person be elected to fill the short number of 21 members for an EB member holds 2 positions.
- 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 two (2) times every year and present at least one constructive proposal for the development and consolidation of the ITF every year. Constructive proposals should be made on a regular basis. Any EB member who is absent, without any prior notice of a due reason, from an EB meeting which is held during the ITF Taekwon-Do World Championships shall not be offered their travel expenses by the ITF for the next EB meeting. In case an EB member is absent from three (3) EB meetings in succession, he or she shall be automatically disqualified from EB membership.

By-Law to Article 4: President and Honorary Life President

- May designate his or her entrusted representatives for certain tasks or missions.
- May nominate the Spokesperson for the Federation with the approval of the ITF EB and announced at the Congress.

The Spokesperson shall wholly and exclusively represent the Federation, upon prior Approval of President. The Spokesperson may make such announcements, expression of opinions and policies on particular issues, confirmation of the Federation's position and answers to questions.

By-Law to Article 6: Senior Vice-President and Vice-Presidents

- They can be authorized by the President to represent the Federation.
- The relevant figures outside ITF who are renowned socially & internationally shall be appointed as the ITF Vice President at the request of the ITF President, as an Honorary Position with no voting rights, with the approval of the ITF EB to boost ITF internationally.

By-Law to Article 7: Secretary General of ITF Headquarters

The Secretary General, in cooperation with Director of Finance & Administration, shall provide the EB members with bed and board during the EB meeting, Congress, Championships and other functions. The Secretary General shall represent the Federation in relation with the other organizations and bodies.

By-Law to Article 8: Director of Finance & Administration

Collects and keeps an account of all obligatory fees such as membership fees to be paid by member organizations and individuals, as decided by the Congress. Failure to pay such fees within the appointed time will result in disqualifying the organization or individual from the right to speak or vote at the Congress.

- In case a member of the Federation is required to travel for a certain task assigned by ITF, his or her travel expenses, board and lodging shall be borne by the Federation.
- The Director of Finance and Administration is obliged to make necessary payments.

By-Law to CHAPTER 5: Committees of the ITF

By-Law to Article 1: Powers and Functions of Committees

The Standing Committees have the power to make decisions within their respective fields. However, the Chairmen of the Standing Committees are required to have the decisions approved by the EB and should implement them and be responsible for the development of these decisions and presentation before the President and the EB. They shall work under the supervision and approval of the ITF Headquarters which includes sending regularly a work report to the ITF Headquarters, etc.

By-Law to Article 2.1: The Technical & Education Committee

- Shall protect and maintain the authenticity of the 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.
- 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 put great emphasis on spiritual education in Dojangs affiliated to the National Associations and supervise and collaborate in teaching students based on the scientific teaching method of original Taekwon-Do.
- Shall draw up curricula of Technical Courses and International Instructor's Courses and supervise and control the course conductors, appointed by the Federation, so that they should following the curricula. Particularly, in the case of International Courses, it shall conduct training and refreshment education of the International Instructors and carry out a strict qualification examination on them.
- Shall be in charge of disseminating up-to-date Taekwon-Do techniques and theories, innovative training methods and equipment in various ways and means, such as through the Website of the Federation.

By-Law to Article 2.2: The Tournament Committee

- Shall exercise overall guidance and supervision over the preparation, organization and progress of the World Championships, Continental Championships and any other international tournaments sanctioned by the Federation and shall make sure that all the competitions proceed in conformity with the Tournament Rules and Regulations.
- Shall make out the Championship Guidelines and engage a ceaseless study on the current Tournament Rules and Regulations under the close contact with the Technical & Education Committee in order to further develop them and submit drafts of amendments and revisions to the EB.
- Shall receive summing-up and financial reports of any International Tournament within 90 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 EB.

By-Law to Article 2.3: The 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.
- Shall draw up an Umpire Course Schedule and, in cooperation with the Technical & Education 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 World Championships, Continental Championships and any other international tournaments before the start of the tournament in question.
- Shall make sure that the umpires enhance a sense of responsibility and role to make fair judgments and shall have a strict post-tournament review so that any mistakes will never be repeated.

By-Law to Article 2.4: The Junior & Veteran Committee

- Shall protect the interests of the junior & veteran members of the Federation, provide the junior with a mode of life based on healthy and sound moral living and look into ways and measures to enhance the role and activities of the veteran in the work of the Federation.
- Shall promote the concept of “Model Families” in which all the family members practice Taekwon-Do and, shall strive to raise the public profile of Taekwon-Do by introducing and promoting positive examples displayed by young people who practice Taekwon-Do.
- Shall constantly develop the Junior and Veteran Tournament Rules to meet the needs of the junior and veteran practitioners in collaboration with the Technical & Education Committee and submit it to the EB.
- Shall work, on a regular basis, to expand the Junior- and Veteran membership of the Federation.

By-Law to Article 2.5: The Women’s Committee

- Shall protect the interests of the women's membership in the Federation and look into ways and means to enhance the role and position of women in the Federation.
- Shall look into ways to increase the women's membership in the Federation, as well as women participation in the activities of the Federation, for example, tournaments, seminar, courses, etc.
- Shall ensure that the ratio of women in the leadership of the ITF, continental federations and National Associations is increased.
- Shall propose initiatives for special protection of women in the training and competition and realize such initiatives.

By-Law to Article 2.6: The Promotion & Commendation Committee

- Shall consist of 5 members. Of the 5 members, 2 should be 9th Dan (Degree) holders and the other 3 shall be 8th Dan (Degree) holders.
- Shall review all applications for promotions of 4th Dan (Degree) Black Belt and above. It must ensure that the applicant should meet all the terms and conditions of the Federation for Dan (Degree) promotion tests and promotion criteria.
- Shall, if necessary, recommend to the ITF President a representative to be sent to a certain country or region to conduct Dan (Degree) tests for 4th, 5th and 6th Dan (Degree) promotions.
- Shall study and screen the back ground, life records, contributions and reputations of all candidates for 7th, 8th and 9th Dan (Degree) Black Belt promotions, and advise the ITF President and the Executive Board on its findings and recommendations.
- Shall study and make recommendations to the ITF Executive Board through the ITF Headquarters on members deserving the award of the “ITF Order”, “Outstanding Instructor Medal”, “Letter of Commendation” and “Letter of Appreciation”.
- Shall study and make recommendations on Grand Masters who deserve annual pensions from the “Grand Masters Pension Fund”.
- Shall recommend to the ITF Executive Board the candidates among Grand Masters who deserve the title of Senior Grand Master.

By-Law to Article 2.7: The Public Relations Committee

- Shall cooperate with the ITF Headquarters and the Secretary General in operating the Federation’s website and publishing the “ITF Newsletter” and, through these kinds of means, give a wide range of publicity to the positive news and events of the Federation and its members.

- Shall be responsible for promoting the Federation and Taekwon-Do, working closely with the Mass media.
- Shall provide correct information and knowledge materials, with the approval of the ITF President, the ITF Spokesperson and the Executive Board, to the news media, international organizations and governments.

By-Law to Article 2.8: The Statute & Ethic Committee

- Shall revise and supplement all the legal regulations, including the Constitution, By-Laws and Appendices, in conformity with the requirement of developing times, protect the Constitution, Rules and Regulations and see that they are properly followed by the members of the Federation.
- Shall deliberate on the violations of the Constitution and By-Laws of the Federation by member individuals, National Associations or organizations that have caused loss and damage to the Federation 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 forward such cases to the President. 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 President who shall discuss it with the Executive Board. The final decision on the punishment shall be made at the Congress.
- Any events, including any dispute between National Associations or member individuals, 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 Federation, shall be settled through an arbitration.

By-Law to Article 2.9: The Medical Committee

- Shall be composed of professional experts with relevant university degrees and/or proven work experience in the related fields (pharmaceuticals, biotechnology, healthcare administration, medical law). Competent experts from outside of Taekwon-Do may also be nominated as members of the Committee.
- Shall provide medical expertise and give recommendations on any matter regarding health and any other medical aspects in ITF.
- Shall develop the medical, sanitary and control rules and submit proposals for legislation to the ITF EB.
- Shall give recommendations on any matter regarding conditions of health in the practice of any of the ITF Taekwon-Do disciplines.
- Shall study and improve the medical environmental conditions during the tournaments organized by the Federation, such as the World Championships.
- Shall help the organizers of the events to ensure the obedience to regulations concerning the appropriate medical controls.
- Shall be able to assess the levels and availability of appropriate medical care provided to athletes and Officials at any events and venues in ITF Taekwon-Do.

- Shall assure the highest quality of sports medicine knowledge and technical skills for the entire sports medicine team (professionals, coaches, scientists, and administrators) through the provision of training, continuing education, and other resources.
- Shall ensure compliance with the ITF Medical Rules in force and if needed, propose the penalty measures to be inflicted on the competitors, officials, team leaders, teams and National Associations in respect of infringement of the ITF Medical Rules to the ITF EB.
- Each NGB/AGB under ITF shall have a Medical Committee as a part of its basic organizational structure. The size and complexity of the Medical Committee may vary considerably, depending upon the size of the member NGB/AGB, the number of athletes served, and the geographic territory to be covered. However, the basic responsibilities of the Committee should be similar.

By-Law to Article 2.10: The Anti-Doping Committee

The Anti-Doping Committee is an advisory body that has been established to oversee and advise on all anti-doping aspects related to ITF Taekwon-Do. It shall be composed of professionals and experts who are qualified in the related fields (including Law, Doping Control, Quality Assurance, Auditing, Data Protection, Education). Competent persons from outside of ITF Taekwon-Do may also be nominated as members of the Committee.

The duties of the Anti-Doping Committee fall into the broad areas of:

- Planning and implementing anti-doping practices in line with the World Anti-Doping Code and International Standards. Establishing, updating and approving ITF policies, guidelines and procedures with respect to the fight against doping, including anti-doping rule violation management and compliance with internationally accepted regulations, including the World Anti-Doping Code and the International Standard for the Protection of Privacy and Personal Information (ISPPi).
- Devising an anti-doping testing strategy for ITF Taekwon-Do.

Key areas of responsibility include:

- Overseeing development of ITF Testing Pool, Test Distribution Planning, collation of Athlete Whereabouts and other aspects related to the implementation of the ITF Anti-Doping program;
- Developing education program for all athletes and for the entire team (professionals, coaches, and administrators) through the provision of training, continuing education, and other resources;
- Collaborating with WADA, IOC, National Anti-Doping Organizations (NADOs) and ITF national members to deliver a uniform Anti-Doping Program for the ITF athletes;
- Assisting the organizers of the ITF events to ensure the obedience to regulations concerning the appropriate Anti-Doping controls;
- Ensuring compliance with the ITF Anti-Doping Rules in force and if needed, proposing the penalty measures to be inflicted on the competitors, officials, team leaders, teams and National Associations in respect of infringement of the ITF Anti-Doping Rules to the ITF EB in consultation with the Medical Committee where required;
- Ensuring each NGB/AGB under ITF shall have an Anti-Doping Committee as a part of its basic organizational structure. The size and complexity of the Anti-Doping Committee may vary considerably, depending upon the size of the member NGB/AGB, the number of athletes served, and the geographic territory to be covered. However, the basic responsibilities of the Committee should be similar.

By-Law to Article 2.11: The Finance & Marketing Committee

- Shall establish financial policies of the Federation 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 Director of finance & administration, and cooperate with him and have a concrete knowledge of all the financial activities of the Federation and make consultation to render advice for the financial activities.
- Shall represent the Federation under a prior consent of the President in case of a dispute or negotiations for financial matters with a 3rd party.
- Shall search for ways and means to increase the financial income of the Federation through various channels including the dividing of profits made from the advertisement and TV broadcasting rights, etc.
- Shall protect and maintain the Federation's intellectual rights and copyrights.

By-Law to Article 2.12: The Pro-League Committee

- Shall draw up the tournament rules which should be distinguished from the rules applied to the regular tournaments organized by the Federation.
- Shall be responsible for all the issues related to the tournament including the selection of competitors and umpiring.
- Shall look for sponsors who are interested in the tournament and conclude a technical contract with them for the successful organization of the tournament. The contract should have a prior consent of the President and the EB.
- As for a contract related to the financial income of the Federation including the advertisement and TV rights, the Finance & Marketing Committee shall sign the contract according to the procedures set by the Federation.

By-Law to Article 2.13: The Athletes Committee

- Shall promote the friendship and solidarity among athletes who are practicing the original Taekwon-Do and protect their interests within the Federation.
- Shall encourage athletes to positively involve themselves in defending the techniques of the original Taekwon-Do and bettering them scientifically and logically by augmenting their enterprising spirits and creative initiative in accordance with their special features.
- Shall promote the social services through Taekwon-Do among athletes and, if possible, create favorable conditions to make Taekwon-Do a subject of athletes by consistently running competitions, seminars and courses at as many colleges as possible.
- Shall encourage Athletes to support the promotion of the original Taekwon-Do, to have a clear understanding of its superiority, and to positively influence all athletes to cherish Taekwon-Do, and to continue their Taekwon-Do activities.

By-Law to CHAPTER 6: National Associations of the ITF

By-Law to Article 6: Emblem and Badge of National Association

- The property and ownership of the emblem and badge of a National Association shall be vested in the ITF, and thus the National Association alone can transfer its use to any individual, organization or group.
- The National Association shall be duty-bound to take care of, supervise and control the entire intellectual, cultural as well as material property owned by the ITF within its domain.

By-Law to Article 8: The Mission of a National Association

- In case a National Association is obliged, by force of circumstances, to participate in events including international tournaments that are not sanctioned by the ITF, the National Association must explain the reasons to the ITF Headquarters in writing and the purpose of its intended participation. The National Association should obtain written consent from the ITF Headquarters before it can be allowed to participate in such events.
- Every National Association shall set up its own Website for the purpose of actively and positively promoting Taekwon-Do and its activities.

By-Law to CHAPTER 7: Continental Federations

By-Law to Article 4: Composition and Structure of the Continental Federations

- The ITF is currently composed of the Asian Taekwon-Do Federation (ATF), Oceania Taekwon-Do Federation (OTF), European ITF Taekwon-Do Federation (EITF), Pan-American Taekwon-Do Council (PTC) and Taekwon-Do Federation of Africa (TFA).
- Considering the geographical features of Oceania and the number of countries affiliated, the OTF shall co-organize the tournaments, such as the Continental Championships, with the ATF, until it can organize them on its own. In principle, the continental congresses shall be held separately, however, as the circumstances dictate, they can have a joint congress.
- The TFA can participate in either the Asian or European Taekwon-Do Championships under the approval of the EB, until sufficient number of National Associations will have been affiliated to it.
- According to the decision of the ITF, the Russian Far-Eastern Regional Taekwon-Do Association can participate in various Asian events, including the Championships, organized by the ATF. It shall have a complete voice and voting right as an official member at the ATF Congress.

By-Law to Article 5: Emblem and Badge of the Continental Federations

- The property and ownership of the Emblem and badge of a Continental Federation should be vested in the ITF, and thus the Continental Federation alone can transfer its use to any individual, organization or group.
- The Continental Federation shall be duty-bound to take care of, supervise and control the entire intellectual, cultural as well as material wealth owned by the ITF within its domain.

By-Law to Article 8: Rights of a Continental Federation

- Shall not interfere with the internal affairs of its member National Associations. If any Continental Federation interferes with the internal affairs of its member association, then, such matters should be dealt with directly between the National Association concerned and the ITF Headquarters.
- Shall not interfere with promotion tests, applications, and the organizing of seminars and competitions which its member associations organize in their own country. Such activities shall be organized and conducted directly by the concerned National Associations according to the relevant rules of the ITF. The Continental Federation can help to coordinate and organize such activities only when requested by the National Associations concerned through

the ITF Executive Board or the ITF Headquarters, or requested directly by the ITF Executive Board or the ITF Headquarters.

- Shall not solicit or pressure its member associations for funds or other material cooperation, except for membership fees, for its maintenance. However, the Federation can collect a fee from its member associations to meet its operation budget, and the amount shall be determined and agreed by all the member associations affiliated to the federation concerned.

By-Law to CHAPTER 8: World Championships

By-Law to Article 6: The Organizing Committee of Championships

- Shall be composed of the President and Secretary General of the host National Association and one or more representatives of the city authority concerned, nominated by the city authority. If there is a member of the ITF EB or Consultative Council in the host country, he or she shall automatically become a member of the Organizing Committee.
- Shall keep in close contact with the ITF Headquarters and be regularly informed by the Federation about the organization and preparations of the Championships.
- Shall ensure that the Championships be a fair tournament in conformity to the spirit of Martial Arts.
- Shall work in close contact with all the ITF National Associations during the whole period of preparations for the Championship.
- Shall issue invitations and information on the World Championships to all ITF member National Associations at least six (6) months before the start of the Championships.
- Shall send out the application forms at least four (4) months before the start of the Championships. It shall request member countries to provide preliminary applications for participation ninety (90) days before the start of the Championships.
- Shall request participating countries to submit their signed final application forms at least thirty (30) days before the start of the Championships.
- Shall apply the participation fee in the Championship only to the competitors and the amount shall be decided at the Executive Board and approved by the Congress.
- Shall respect and strictly abide by the Agreements signed between the ITF HQ and Organizing Committee for the success of the Championships.

By-Law to Article 8: Functions and Safety during the Championships

- The Organizing Committee shall keep in constant contact and render a positive cooperation with 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 its matches of the Championships.
- The Master Plan for the opening and closing ceremonies shall be submitted in detail to the ITF President and the Executive Board for their approval at least three (3) months before the start of the Championships.
- The Organizing Committee shall meet the heads of teams on arrival at the place for registration of participation in the Championship. 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 host nation being the last.
- The name plates of all the National Association 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: the National Association teams shall arrive at the designated venue one day before the start of the Championship 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 results to the ITF Headquarters by e-mail for the publication on the ITF Website.
- The Opening & Closing Ceremony, organization of matches, umpiring, flag hoisting, awarding ceremony, recreation and etc. shall be carried on subject to the corresponding By-Laws, Appendices and regulations & instructions of the Standing Committees concerned.

By-Law to CHAPTER 9: International Courses

The International Courses organized by the ITF consist of the “Technical Seminar”, “International Instructor Course” and “International Umpire Course”

Technical Seminar

- The purpose of the Technical Seminar is in uniting, consolidating and further developing the original Taekwon-Do techniques.
- The Technical Seminar shall be conducted for 3 days to the 1st and above Dan holders with the fundamental movements, Tul, Matsogi, Self-defense and so on as its content.
- The Technical Seminar shall be held in a country or region sanctioned by the ITF Headquarters every year and after the conclusion of the seminar the Dan promotion test shall be carried out for the applicants for Dan promotion.
- The participants in the Technical Seminar shall be privileged to have their promotional term shortened according to the number of times of their participation.

International Instructor Course

- International Instructor Course means the international instructor training and international instructor refreshment course on the whole and the purpose of it is to improve the quality of Taekwon-Do education given to the practitioners training in ITF Dojangs, by enhancing the International Instructors' teaching quality and competence.
- The International Instructor Course shall be given to the International Instructors and 3rd and above *Dan* (Degree) holders who are not International Instructors.

- The International Instructor Course shall be held for 3 days at least and deal mainly with spiritual and moral aspects of Taekwon-Do, such as Tenets, History and Philosophy of Taekwon-Do, theory on Taekwon-Do techniques, making of a teaching and training plan, teaching and examining methods as its main content.
- Those for refreshment course can participate in it every 3 (three) years.
- After the course is concluded, the participants who have not been previously qualified as an International Instructor may attend the International Instructor qualification test by the course conductor.
- The 3rd *Dan* holders whose term is enough to be promoted to 4th *Dan* can take the test for 4th *Dan* promotion and International Instructor's qualifications simultaneously.
- If anyone, even though he or she is an International Instructor, fails to participate regularly in the International Instructor Course endorsed by the ITF, he or she shall not be entitled to give his or her education and test in their Dojangs. ITF Headquarters shall not accept the applications for *Dan* Certificates submitted by them.

International Umpire Course

- The purpose of the International Umpire Course is to educate new competent International Umpires and, at the same time, improve the competency of the International Umpires in conformity with the requirement of the developing realities through the International Umpire Refreshment Course, thus having their ability in a full display at Taekwon-Do Tournaments including the Taekwon-Do World Championships.
- The International Umpire Course shall be given to the International Umpires and the 4th *Dan* and above *Dan* holders who are not International Umpires.
- The International Umpire Course shall deal mainly with the theories and methods on the techniques of each category in the Tournaments organized by the ITF, Tournament & Umpire Rules, umpiring theory and practice.
- After the course is concluded, the participants who have not been qualified as an International Umpire may attend the Umpire qualification test by the course conductor.
- Only the International Umpires who have attended the courses endorsed by the ITF Headquarters shall be qualified to umpire at the tournaments concerned.
- If anyone, even though he or she is an International Umpire, fails to participate regularly in the International Umpire Course organized by the ITF, he or she shall not be entitled to serve as an umpire at any International Taekwon-Do Tournament endorsed by ITF.
- Any conductor who violates the rules of conduct of the course, set by the Federation, shall be disqualified as a conductor.
- Even though it is not an International Course, if individual Masters or Grand Masters wish to organize a course in the country where they are residing or abroad at the request of another country, it must be approved, in advance, by the Federation based on the agreement with the National Association concerned.

Obligations of the International Course conductors

1. International Course Conductors shall correctly understand the purpose and importance of the courses and fulfill his or her responsibility and duty in conducting them.
2. The international Course Conductors shall protect the techniques and theories of the original Taekwon-Do, created and perfected by its founder, and endeavor to unite and constantly improve them on a global scale.
3. The International Course Conductor shall put stress on the spiritual aspects of Taekwon-Do in each course and ceaselessly make efforts to improve the quality of the courses based on the

theory and techniques of Taekwon-Do and the scientific educational methods developed by the founder of Taekwon-Do.

4. The International Course Conductor shall train many new competent International Instructors and umpires through International Instructors Courses and Umpire Courses and make active efforts to maintain and consolidate their quality by means of the re-education.
5. The International Course Conductor shall always pay close attention to the education and development of Taekwon-Do in the continent and in the region where he or she is residing, and ensure that every trainee attends the Course.
6. The International Course Conductor shall be versed with the techniques and theories of the original Taekwon-Do and always try to improve his or her own quality and teaching skills as conductor.
7. The International Course Conductor shall strictly adhere to the rules and regulations set by the ITF on organizing and conducting the Courses.
8. The International Course Conductor shall inform the ITF Headquarters and the committees concerned of the materials, experience and creative ideas for the diffusion and development of the original Taekwon-Do in order to generalize them in other Continents, regions and countries.

Conduct rules of the International Course Conductors

1. The International Course Conductor should correctly classify the name of each course and accordingly organize and conduct the course.
2. The International Course Conductor should carry out the courses based on the teaching schedules issued by the ITF and should not amend the contents of or reduce the time of the courses without the permission.
3. The international Course Conductor should go through special courses for the conductors organized by the ITF and receive instructions as regards the courses from the ITF Headquarters and the committees concerned.
4. The International Course Conductors should carry out each course with focus on the spiritual education while combining theories and practices and applying scientific education methods.
5. The Conductor of the International Instructor Course and International Umpire Course should strictly carry out the qualification examination on new International Instructors and Empires after the Courses.
6. The International Course Conductor should submit the Course plan at latest 21 days before the commencement of the course and the course report in written form with the list of the course participants within one week after the course to the ITF Headquarters and deposit the course fee.
7. The International Course Conductor should only conduct courses in the continents and regions assigned by the ITF to him or her.
8. The International Course Conductor should strictly supervise the continents, regions and countries assigned to him or her to ensure that any Masters who are not appointed as course conductors by the ITF do not organize international courses.
9. The International Course Conductor who violates the rules of conduct of the courses set by the ITF shall be disqualified as conductor.

By-Law to CHAPTER 10: International Instructors

- Only the International Instructors with the International Instructor Certificate have the right to apply for the recognition plaque to the ITF Headquarters to open a Dojang at home and abroad and to teach and test their Taekwon-Do students at the Dojang officially registered with the Federation.
- International Instructors are eligible to test their students up to half of their own rank, that is, 4th- 5th Dan International Instructors can test the students from 1st Dan up to 2nd Dan, a 6th Dan International Instructors from 1st Dan up to 3rd Dan, and Master (7th Dan) from 1st Dan up to 4th Dan, Master (8th Dan) and Grand Master (9th Dan) from 1st Dan up to 6th Dan.
- An International Instructor can conduct Gup (Grade) tests for the students whom he or she teaches at his or her own Dojang and issue Gup (Grade) certificates in his or her name. However, the Dan (Degree) tests and organizing the tournaments and courses must be approved by the National Association concerned.
- One can be qualified for International Instructor only when he or she attends the International Instructor Course organized by the Federation. On being awarded the international Instructor qualifications, he or she must participate regularly in an International Instructor Course organized by the Federation so as to continue his or her activities as an International Instructor including the running of Dojang, Dan test, etc.

By-Law to CHAPTER 12: TV and other commercial rights

- The Finance and Marketing Committee shall represent the ITF in the negotiations for TV and other commercial rights. With the approval of the ITF President and the Executive Board, it can enter into deals and sign contracts on behalf of the ITF. The ITF President can also sign, in person, contracts on such deals as recommended by the Finance and Marketing Committee, with the approval of the Executive Board.
- Any profit derived from TV and Commercial Rights shall be divided as below:
50% goes to the Organizing Committee and National Association, 50% is deposited in the Federation's bank account. The profit resulted from admission fees and funds from local sponsors and supporters for the Championships shall entirely go to the Organizing Committee.
- Funds from sources which are not from the host nation of the Championships, or individuals, or National Associations related to the Championships concerned, shall go to the ITF.

By-Law to CHAPTER 13: The Periodical and Website

The operation and maintenance of the ITF Website should be entrusted to the ITF Headquarters.