



# ITF ENGLAND

## INTERNATIONAL TAEKWON-DO FEDERATION OF ENGLAND CONSTITUTION

ITF England is and shall be, the acting body for the purpose of International Competition for students from ITF Registered Organisations and Schools within England, as recognised by the International Taekwon-Do Federation.

### ARTICLE ONE – INTERPRETATIONS

Throughout this constitution the following interpretations shall always apply: -

	DEFINITION	DESCRIPTION
1a.	ITF England	International Taekwon-Do Federation of England
1b.	ITF	The International Taekwon-Do Federation.
1c.	AETF	All Europe Taekwon-Do Federation.
1d.	ITF Rules	The Constitution, Rules, Regulations and Requirements of the ITF & AETF
1e.	BTC	The British Taekwon-Do Council
1f.	Executive Committee	The selected individuals of ITF England as elected in accordance with Article Four of the Constitution
1g.	Organisation Members	Any English or UK based national body affiliated to the ITF, with Schools or Instructors operating in England.
1h.	Registered Members	All persons who have paid all relevant training fees and annual subscriptions for ITF England, and hold a current BTC Licence.
1i.	Tenets of Taekwon-Do	The received Tenets of Taekwon-Do being briefly, Courtesy, Integrity, Perseverance, Self-Control and Indomitable Spirit.

## **ARTICLE TWO – OBJECTIVES**

- 2a. To promote wherever possible the Art of Taekwon-Do and observe of its Tenets.
- 2b. To comply in all respects with the ITF Rules and to remain an affiliated member of the organisation.
- 2c. To always be a non-political, not for profit group, which shall categorically reject and where possible work to prevent any type of national, political, religions or racial pressures or prejudices.
- 2d. To promote Taekwon-Do to the public and encourage new members to join or try Taekwon-Do as a martial art, regardless of sex, age, national origin or disability. Membership to ITF England must remain open to all.
- 2e. To promote and encourage the moral, cultural and physical education of all Taekwon-Do practitioners thereby creating respect and goodwill with a view to the building of a better and more peaceful world.
- 2f. To promote and enhance the authority and value of Taekwon-Do by developing and standardising its techniques and theory and by enforcing the ITF Rules for men and women of both amateur and professional status.
- 2g. To supervise the instruction provided by Coaching Staff to ensure compliance with the ITF Rules and BTC for standards of instruction and competition.
- 2h. To ensure compliance with the ITF Rules by Registered Members, rules may be enforced by use of suspension or expulsion from ITF England thereby losing any competition related affiliation with the ITF/AETF and consequently recognition for international ITF competition.

## **ARTICLE THREE – MEMBERSHIP**

- 3a. Organisation Membership is accepted freely for any English or UK based national body affiliated to the ITF, with Schools / Instructors operating in England.
- 3b. Registered Members of ITF England must be licensed to an organisation with membership to ITF England. They must hold a BTC license, and have paid the ITF England annual subscription.

## **ARTICLE FOUR – EXECUTIVE COMMITTEE**

- 4a. There shall be an Annual and General Meeting for all Organisation Members of ITF England. Every 2 years if necessary, a minimum of three representatives will be elected to the Executive Committee of ITF England. Voting will be open to all Organisation Members, on a One Plaque, One Vote basis.
- 4b. The ITF England Presidents position will be selected by Grandmaster Rhee Ki Ha, and can be changed at any time as he sees fit. If Grandmaster Rhee is no longer in a position to make such decisions, this position will be agreed by the presidents/heads of the Organisation Members
- 4c. To be eligible for election to the Executive Committee a member must have been normally resident in the United Kingdom for the preceding five years. They must be a citizen of the

United Kingdom, be over 18 years of age and an active supporter of ITF England for a minimum of twelve months, attending 75% of the squad training calendar.

**4d.** The executive Committee shall consist of A Chairperson, A Manager, A Treasurer, A Secretary, A Coaching Director, A Head Coach, National Coach(es), A Health & Safety Officer, and A Development Officer. These positions to be filled by the elected representatives. The representatives will at the end of their 2-year term be eligible for re-election. Incoming and outgoing candidates must give six months notice prior to an election. Any representative may hold more than one position, but no more than three positions during one term of office.

**4e.** The individual responsibilities of the President and the Executive Committee positions are as follows: -

**The President** - To attend ITF and AETF meetings and to make decisions and vote on any matters regarding ITF England as they see fit. To oversee and offer advise on all other matters arising with regards to ITF England.

**Chairperson** - To call/chair meetings when issues have arisen that require discussion. To oversee all other committee members and provide assistance when required.

**Manager** – To book venues, training facilities, Collect subscriptions at sessions. To co-ordinate administration and management of all arrangements for competitors/coaches for International, and National Competitions.

**Coaching Director** - To oversee the national distribution of ITF England training and assist in the coordination of Area Coaches. Also offer advise on all ITF England training and execution of Taekwon-Do movements. To assist the coaching staff on choreography and presentation. To maintain a true and up to date knowledge of competitive ITF Rules and Techniques.

**Head Coach** - To coordinate the National Coaching staff in carrying out the training sessions for all Registered Members, as per the ITF England timetable and structure the classes to give all students the maximum benefits. To maintain a current understanding of all aspects of Competitive Taekwon-Do.

**Treasurer** - To oversee the income/expenditure of ITF England to maintain a financially viable state and advise on any required changes to fees/charges. To help maintain/advise on all legal financial aspects for ITF England. Reporting to the Manager.

**Secretary** - To collect or arrange the collection of, all fees and registration forms. To record all financial dealings. To oversee the purchasing or selling of all items. Reporting to the Manager.

**Health & Safety Officer** - To advise on all Health and Safety aspect of training carried out by ITF England with the venue staff to provide the safest possible environment for all. To stay up to date with all best practices within Taekwon-Do and Martial Arts. To oversee the upkeep of the accident book and advise the authorities of any major incidents.

**Development Officer** - To arrange for the provision of facilities and equipment for ITF England, to advise upon requirements of outside agencies which can help promote or improve the effective management or qualities of ITF England's training or competitive groups. To maintain a true and up to date knowledge of competitive ITF Rules.

**4e.** Notice of a meeting of the Executive Committee shall be given two weeks prior to a meeting and shall include the business, time, date and place of the meeting. In case of an emergency

meeting the Chairperson shall authorise the giving of such lesser notice as may, in his sole discretion, seem to be reasonable.

- 4f. A quorum of a valid meeting shall be the majority of three out of the Executive Committee.
- 4g. The decision of the Executive Committee shall be made by a majority, provided that, in the event of an equality of votes the President will be consulted and given the casting vote.
- 4h. The Executive Committee may conduct a postal vote on any matter amongst the Registered Members. When a majority of the Registered Members votes are in favour of any resolution made by post, then it shall be deemed to be fully valid.
- 4i. The Executive Committee may fill casual vacancies within itself during the period between elections as they see fit.
- 4k. The Executive Committee has the power to reprimand and where necessary to remove an Executive Committee Member should that person refuse to function with the remaining members.
- 4l. The Executive Committee will remain impartial, in all matters regarding to ITF England, of any commitment to or with any Organisational Membership, relating to Taekwon-do operating within England and all decisions made by the Executive Committee must remain fair to all its Registered Members and Organisation Members.

## **ARTICLE FIVE – COACHES**

- 5a. If a Coaching position becomes vacant the Head Coach shall be empowered to appoint a new Coach. The Coaching positions will only be re-appointed at the retirement of a given Coach or the dismissal of the Coach by the Executive Committee.
- 5b. Any person with a previous criminal record or who has in the past been listed as bankrupt shall not be allowed to hold a position within ITF England Executive Committee.
- 5c. All persons involved in the coaching of Registered Members must be qualified and insured in accordance with the BTC guidelines. Details of which will be provided to the Executive Committee, and held for future reference.

## **ARTICLE SIX – DUTIES OF THE EXECUTIVE COMMITTEE**

- 6a. To promote the study and development of all techniques and theory of Taekwon-Do in compliance with ITF Rules and International standards.
- 6b. To keep records of international competitions and to support Registered Members that are successful contestants at and in preparation for International Competition.
- 6c. To manage the finances of the ITF England and to place before the Registered Members once in each calendar year a report on those finances.
- 6d. To consider and decide matters of importance relating to the practice of Taekwon-Do by the Registered Members and to report to, the development of competitive Taekwon-Do in the England.
- 6e. To impose penalties on any Registered Members for any breach of the ITF Rules or any issued by ITF England including where necessary the expulsion of such Registered Members from ITF England.

- 6f. To liaise with and maintain communications with all Organisation Members.
- 6g. To process all paperwork related to the Registered Members, for Insurance, Competitions and all other competitive Taekwon-Do related news and activities.
- 6h. Generally to ensure the Registered Members abide by the spirit of Taekwon-Do as laid down by the ITF and that they observe the Tenets of Taekwon-Do.

## **ARTICLE SEVEN- FINANCIAL ADMINISTRATION**

- 7a. The Executive Committee shall where required, appoint suitable qualified auditors who shall be responsible for auditing the annual accounts of ITF England and for preparing the Annual Report to be placed before the Executive Committee. The Executive Committee shall, where necessary, appoint any professional advisors who shall be retained to provide assistance where the Executive Committee deems it to be necessary.
- 7b. The Executive Committee shall decide annually what subscription and contributions are to be paid by Registered Members. Failure to make payment of these by a Registered Member with 28 days of expiry shall result in the Registered Member becoming liable for expulsion from affiliation or Membership of ITF England. The Executive Council shall decide if expulsion is to be imposed for such non-payment.
- 7c. The Executive Committee shall decide any fees / expenses which will be paid to Coaches, Coaching Staff, and Executive Committee for conducting classes, Advanced Training, Courses or any compensation to assist the fore mentioned in improving the effectiveness of ITF England. The Executive Committee will also reserve the right to refuse any payments for unsatisfactory duties.

## **ARTICLE EIGHT - AMENDMENTS**

ITF England Executive Committee may by resolution, alter, amend or delete the Constitution or any part of it by a majority vote of the Executive Committee or by majority vote of its Registered Members.

## **ARTICLE NINE - EXPULSIONS**

- 9a. In accordance with the grounds for Expulsion set out elsewhere in this Constitution, the Executive Committee may expel from Affiliation with or Membership of ITF England any Registered Member who it finds to be in material breach of this Constitution.
- 9b. In considering Expulsion the Executive Committee may impose any lesser penalty it may see fit, including (but not limited to) suspension or limitation of activities.
- 9c. No registered Member shall be expelled or suffer any other penalty without being given an opportunity to know the case against them and to answer it before the Executive Committee. Notice of any hearing by the Executive Committee shall be given at least fourteen days before taking place and such notice shall broadly specify the case against the Member.

## **ARTICLE TEN - POWERS TO BORROW AND CHANGE**

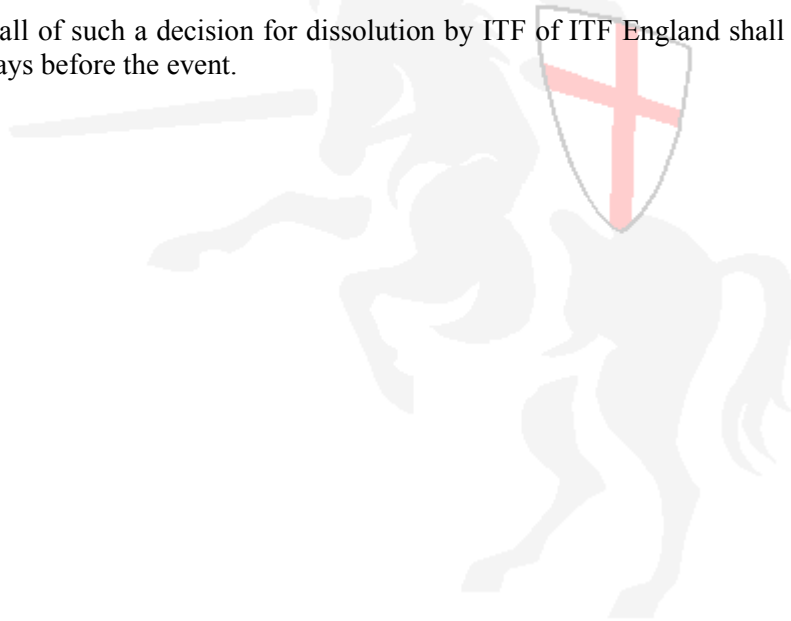
ITF England through Coaches or Executive Committee shall have power to buy, hold and sell Estates and interests in land whether freehold or leasehold and to borrow against pledge charges or create encumbrances over such estates and interests.

## **ARTICLE ELEVEN - TRADEMARKS AND COPYRIGHTS**

All logos, clothing and artwork designed for and used by ITF England will be the property of ITF England and will remain so as long as the Executive Committee see fit. All clothing, logos, and equipment used to promote ITF England must have been approved by majority decision prior to use by any ITF England representative.

## **ARTICLE TWELVE – DISSOLUTION OF ITF ENGLAND**

- 12a.** ITF England may be dissolved according to the decision of the ITF. The executive Committee shall appoint a liquidator; if no liquidator is appointed, the Manager is liquidator automatically. The Executive Committee shall also decide; to whom the property of the ITF England shall be distributed. As far as possible and in accordance to the Laws of the UK, the property shall be distributed to an organisation with similar objectives as ITF England, apart from that the property shall be distributed to charities and welfare institutions.
- 12b.** Call of such a decision for dissolution by ITF of ITF England shall be announced at least 90 days before the event.



## ARTICLE THIRTEEN - VALIDITY

This Constitution was adopted at the 1<sup>st</sup> Annual General Meeting of ITF England held on Sunday 22<sup>nd</sup> May 2005 at Bisham Abbey

Amendment 1	June 2006	Addition of Article 11 Trademarks and Copyrights
Amendment 2	June 2006	Added clearer definitions of roles relating to ITF recognised groups operating in England.
Amendment 3	January 2007	Executive Committee restructure, and voting rights added.

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ITF England as of – 14<sup>th</sup> January 2007

President	-	Master Gary Miller
Chairperson	-	
Manager & Treasurer	-	Mr Ray Mather
Secretary	-	
Coaching Director	-	Mr Andrew Whiteley
Head Coach	-	Mr Alan Clark
Coach	-	Mr Philip Taverner
Coach	-	Mr Gary Taylor
Coach	-	
Area Coach	-	
Area Coach	-	
Area Coach	-	
Health & Safety	-	Mr Gary Taylor
Development officer	-	