

Taekwondo NB Inc.
By-Laws and Regulations
For
Provincial Referees



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TKDNB By-Laws and Regulations For Provincial Referees

Article I: Objective

These regulations are to efficiently administrate the Provincial Referees of Tae Kwon Do New Brunswick (TKDNB).

Article II: Administration

Overall administration of the provincial referees shall be made by the TKDNB Referee Director and all those appointed to do so by the Referee Director.

Article III: Qualification

TKDNB will grant qualification as a Provincial Referee for TKDNB to those who have passed the prescribed examinations at the Provincial Referee seminar conducted by the TKDNB Referee Director and have registered with the TKDNB Secretary/Treasurer within the prescribed time limits.

Article IV: Provincial Referee Seminar

- a) The Provincial Referee seminar shall be conducted by TKDNB Referee Director or their designate only. The Referee Director is required to put on a minimum of 2 certification courses a year and 2 athlete information courses per year (before each National event).
1. The certification course must focus on developing members into qualified provincial level referees.
 2. The athlete information must focus on educating the athletes to the rules and interpretation of these rules by the national referees.
- b) The certification course structure must include both theoretical and practical components. Individuals must be tested on their knowledge of the rules and duties of a referee as well as their presence in the ring during a match.

Article V: Qualification for Application

- a) Requirement for Certification:
1. For and individual to be eligible to take the practicum course they must be 13 years of age or older and hold a minimum rank of a red belt.
 2. For an individual to be eligible to take the P3 level course examination, they must be at least 16 years of age and hold a minimum rank of red belt.
 3. For an individual to be eligible to take the P2 level course examination, they must hold a minimum rank of a 1st degree black belt and be registered with the WTF Canada Black Belt Kukkiwon database.
 4. For and individual to be eligible to take the P1 level examination, they must hold a minimum rank of a 1st degree black belt and registered with the WTF Canada Black Belt Kukkiwon database.

b) Referee Director

1. For an individual to be eligible to hold the position of Referee Director, they must hold, at a minimum, a N2 National level referee certification and be appointed by the TKDNB Executive or voted in by the membership during an election year.

c) Assistant Director

1. For an individual to be eligible to hold the position of the Assistant Referee Director, they must hold, at a minimum, a N3 National level referee certification. The Assistant Referee Director shall only be appointed by the appointed or elected Referee Director.

Article VI: Certification and Maintenance of Referee Classes

a) The TKDNB Referee Director shall conduct a prescribed examination and practical testing to those that have completed the provincial course of the seminar:

1. To obtain a P3 referee certification, the individual is required to complete the provincial referee course and obtain a minimum mark of 65% on the written and practical examination.
2. To obtain a P2 referee, the individual is required to participate in 2 TKDNB sanctioned tournaments and 1 provincial game. They must complete the provincial course a second time and obtain a minimum grade of 70% on the written and practical examination.
3. To obtain a level P1 referee, the individual is required to participate in 2 TKDNB sanctioned tournaments and 1 provincial game. They must complete the provincial course a third time and obtain a minimum grade of 75% on the written and practical examination

b) Maintaining Certification:

1. To maintain provincial certification, the individual must attend at least one certification course, as a refresher, in order to remain current with the rules and regulations every year.

Article VII: Honorary Certification

- a) Any individual that has obtained a national certification through the WTF Canada program prior to January 18, 2010, will be a honorary P1 provincial referee with TKDNB. (must be on the WTF Canada database for referees)
- b) Any person that moved from another province with that provincial class will transfer that class over to TKDNB provincial class.

Article VIII: Referee Dress Code

- a) All certified provincial referees are to follow the dress code in order to officiate at any provincial event.
- b) Exemptions to the dress code are for those from out of province that participate in the event as a referee (Their uniform as a referee could be used). 3
- c) Referees are required to wear a white button up dress shirt, black pants, gold tie and white training shoes or white sneakers.
- d) The individuals are responsible to purchase their own shirt, pants and shoes/sneakers, while TKDNB will provide the ties required to wear.

Article IX: Referee Duties

- a) Each class of referee is required to perform specific duties in accordance to the level of certification they hold. The duties are:
 - 1. P3 Referee – corner judge, technical assistant, and referee color belts only while being monitored by the Referee Director or an N2 or higher nationally certified referee.
 - 2. P2 referee – corner judge, technical assistant, referee color belts and black belt B and C division juniors while being monitored by the Referee Director or an N2 or higher nationally certified referee.
 - 3. P1 referee - corner judge, technical assistant, referee color belts and black belt B and C division juniors. Referee Junior A and Senior's while being monitored by the Referee Director or an N2 or higher nationally certified referee.
- b) The duties of the referee director will be:
 - 1. To prepare a yearly planning module that will promote, create and improve the referee pool for TKDNB.
 - 2. To prepare a budget that shows the cost of implementing the strategic planning module.
 - 3. To facilitate the certification courses throughout their term
 - 4. To work with the other Directors at the training center
 - 5. To manage all referees at every TKDNB sanctioned event
 - 6. To monitor and critic the referees at every TKDNB sanctioned event
 - 7. To manage and maintain a provincial referee database in which to draw from for upcoming TKDNB sanctioned events.
 - 8. To prepare a referee report after every provincial qualifying event and national games.
- c) The duties of the Assistant Director will be those of the Referee Director if the Referee Director is not present to follow out their duties. The duties will also include:
 - 1. To assist in the facilitating of the certification courses as appointed by the Referee Director
 - 2. To assist in monitoring provincial level referees during a TKDNB sanctioned tournament

3. To organize all referees during TKDNB sanctioned events for pre event meetings and post tournament meetings.

Article X: Honorarium Eligibility and Travel Expenses

- a) All provincially qualified referees are eligible for an honorarium for assisting in TKDNB sanctioned tournaments. In order to receive the honorarium the individual must meet the following requirements:
 1. They must participate for $\frac{3}{4}$ of the events and perform the duties as outlined under each provincial class
 2. They must have obtained their provincial or national certification through appropriate means.
 3. They must be approved by the Referee Director to receive the honorarium .
- b) The honorarium is to be paid by TKDNB for compensation of time to assist in the facilitation of fights during said tournament.
- c) Travel costs to the event are to be paid for by the host of the event to a maximum of \$25.00 per person. Travel costs will be paid as per the following:
 1. Those that travel less than 50 kms to said tournament will receive \$10 travel cost compensation.
 2. Those that travel between 50 to 100 kms to said tournament will receive \$15 travel cost compensation.
 3. Those that travel over 100 kms to said tournament will receive \$25 travel cost compensation.
- d) Honorariums are to be paid as follow:
 1. P3 - \$20.00
 2. P2 - \$30.00
 3. P1 or National Level - \$40.00
 4. Referee Directors/Event Coordinator - \$60.00
 5. Out of Province Referees - \$25.00

Article XI: Tournament Format Requirement

- a) The Referee Director or event coordinator is required to follow the following format during any event sanctioned by TKDNB Inc:
 1. Prior to the event, the Referee Director must hold a referee meeting with all referees to discuss how the rules are going to be followed during the event and any other items of interest that need to be discussed about the event.
 2. The Referee Director is then required to hold a coaches meeting to re-iterate all points reviewed and discussed during the Referees meeting.
 3. At the end of the event, the Referee Director is to debrief all the referees on the day's events and give feedback to the performance of the overall refereeing.
 4. For any Provincial qualifier and national event, the Referee Director is required to provide a referee report covering at a minimum the following items.
 - a. Event Organization
 - b. Ring Operations
 - c. Rules interpretation
 - d. Host Review
 - e. Overall review and feedback

Article XII: Disciplinary Measures

- a) In case that any Provincial Referee has committed the following behaviors, the TKDNB takes disciplinary measures such as warning, rebuke suspension or deprivation of qualification in accordance with the regulations on sanction of TKDNB
- b) If it turned out that intentional fabrication of judgment has been committed at any TKDNB sanctioned event, the qualification of pertinent the Provincial Referee shall be deprived.
- c) In case of committing any behaviors bringing disgrace to TKDNB, such as receiving money or other valuables in connection with any judgment, the pertinent Provincial Referee shall be disciplined by deprivation of qualification or other form of disciplinary measures as seen fit by the TKDNB sanctioning committee or the TKDNB Executive.
- d) When the limit of disciplinary measure is decided, TKDNB shall notify the pertinent Provincial Referee of the results
- e) Other not specific to the duties of the referees such as misconduct will be reviewed by TKDNB and the appropriate disciplinary action will be handed down by TKDNB.

Article XIII: Penalties and Suspensions/Sanctioning

- a) Penalties for a provincial referee will include the following:
 - 1. De-certification
 - 2. Sanctioning of member
 - 3. Written warnings
 - 4. Probationary status
 - 5. Suspensions
- b) The penalty that an individual receives will be chosen based on the act of misdoing they perform and the judgment of the sanctioning committee, Referee Director and the TKDNB Executive.

Article XIV: Referee Code of Conduct

- a) All provincially certified referees are to abide by the Referee Code of Conduct. This Code of Conduct includes but is not limited to the following:
 - 1. Courteous to the host of any event, and those people around them that they may come in contact with.
 - 2. They are to carry themselves in the most professional manner during the time spent at the event.
 - 3. They are expected to be respectful to those in authority above them.
 - 4. There is to be no violent, disruptive, or vulgar behavior
 - 5. They are to abide by the rules and regulations of the event they are at, if applicable.
 - 6. They are not to abuse the privilege of being a representative of the TKDNB referee pool
 - 7. Responsible for reporting any inappropriate behavior to the Executive, Sanctioning Committee or the Referee Director
 - 8. They are to not abuse the privilege of authority set upon them by TKDNB and the Referee Director
- b) This Code of Conduct applies to all those within the TKDNB referee pool that remain active referees for TKDNB, the Referee Director and all those appointed under him.

- c) All referees are to have a Referees Code of Conduct form signed each year with the Referee Director who is file these with the TKDNB Secretary/Treasurer.

Article XV: Concussion Management

a) Definitions

1. A concussion is any alteration in mental status following a blow to the head or neck or a fall which causes the head to rapidly accelerate and decelerate.
2. Concussions occur with a kick to the face, back of the head, or neck, fall hitting the head on the floor, rolling out of a fall incorrectly, punch to the face

b) Relevance

1. The risk of concussion is high in taekwondo sparring. In a tournament with 100 minutes of sparring competition, we can expect 3 concussions. In average local tournaments with 50 matches and 3, 2 minute rounds, there would be an expected 9 concussions in one day.

c) Concussion Types

1. Rarely Second Impact Syndrome: A rare condition where post traumatic cerebral swelling occurs causing death. Only 5 reported cases have been documented as sport related catastrophic brain injury.
2. Post Concussion Syndrome: Headache, nausea, memory complaints, blurred vision, noise, light sensitivity, difficulty concentrating, fatigue, depression, sleep disturbance, loss of appetite, anxiety, uncoordinated, hallucinations
3. Chronic Traumatic Brain Injury: Primarily a disorder of professional boxers, but has been documented in professional soccer. This represents the cumulative long term neurological consequences of repetitive concussive and sub concussive blows. The signs and symptoms tend to occur later in life, and can involve motor, cognitive and behavioral impairments.

d) Signs and Symptoms

1. Symptoms can vary from person to person but may include but are not limited to the following:
 - I. Inappropriate play behavior
 - II. Decreased playing ability, staggering, clumsiness
 - III. Easily distracted
 - IV. Unusual emotions
 - V. Irritability
 - VI. Vacant stare
2. The athlete may complain of the following symptoms which are reflective of a concussion:
 - I. Blurred vision or tunnel vision
 - II. Fatigue (beyond the expected)
 - III. Ringing in the ears
 - IV. Dizziness
 - V. Headache
 - VI. Sensitive to light/noise
 - VII. Nausea, vomiting

- VIII. Feeling “out of control”
- IX. Difficulty remembering
- X. Irritability
- XI. Slurred speech
- XII. Seeing stars or flashing lights
- XIII. Feeling dazed
- XIV. Drowsiness

- e) Between each round of competition, the referee may detect the following symptoms that could reflect a concussion:
 - I. Poor comprehension
 - II. No memory of what has just occurred
 - III. No awareness of who, where, what, when
- f) If the athlete displays any one of the above signs or symptoms, the referee should consider having medical assess the athlete to ensure they can continue safely. If they are unable to continue the match then the referee is to stop the match due to the safety of the athlete and declare the other athlete as the victor of the match.
- g) Any loss of consciousness should result in immediate termination of the match and for medical attendants to be called upon to care for the injured athlete.
- h) It will be the duty of the center referee to care for the safety of the injured athlete and to ensure that the ring is clear of all people other than the medical attendants.
- i) Medical tests and understanding
 - 1. Most on site medical personnel will use an assessment score to determine if further action is required. The exam score includes orientation, memory testing, concentration, a neurological exam +/- exertional tests. If there is no Doctor on site it is safest to have the student seen by a Doctor that day. In the event of a minor inform the parent that a medical exam should be completed in the event of an adult with a possible brain injury. If someone must be designated to take responsibility.
 - 2. On the road, the coach is ultimately responsible for the student, unless there are team medical personnel designated for this task. If the student becomes symptomatic after the tournament he or she must be examined by a medical doctor. Frequently head injuries with cerebral swelling do not produce symptoms until several hours or days following the injury. The first 24 hours are critical, therefore ensure your student is checked on in the evening and is with someone responsible. No alcohol to be consumed during time of recovery. Any changes in the students’ behavior should alert you to the possibility of head injury and warrant a trip to the emergency room.
- j) The athlete may only return to competition and/or training once they have been cleared by a Doctor. Upon returning to competition and training the following safety steps should be taken as precautionary measures:
 - 1. Evaluate the athlete with residual symptoms of a concussion. There is on going research on when is the safe time for an athlete to return to play following a concussion. Some varsity programs use standard neuropsychological testing to determine when an athlete may return to play.

2. Prevention of reoccurrence
3. Train athlete to block head shots
4. Improve the neck muscles strength
5. Improve the athletes endurance for competing
6. Supervise practice sessions of the post concussed athlete
7. Be aware and ready to stop athlete training session if that are symptomatic

Created February 1, 2010, Saint John, NB by Referee Director Allan Morris and Assistant Director Jason Davidson