



**WKF**

**KARATE 1 – SERIES A**



## **WKF KARATE 1 - SERIES A ORGANIZING RULES**

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# WKF KARATE 1 - SERIES A

## ORGANIZING RULES

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### PREAMBLE

The WKF Karate 1 - Series A is a world-class competition that provides karatekas around the world with more competitive opportunities to shine at the highest level. Presented in an open format thus allowing every athlete in the world to compete, the Karate 1 - Series A is framed under the umbrella of the Karate 1 to bring together the best competitors in a series of open championships of unprecedented scale and quality. In addition to this, the Karate 1-Series A offers karatekas the chance to increase their ranking position in the WKF World Ranking-

While maintaining the individual character of each event, all Series A events must meet certain standards in order to achieve the above-mentioned goals. Therefore, it is necessary to follow these organizing rules.

### GENERAL OUTLINE

The participation in the individual kata and kumite categories will be limited to those competitors from position 33 onwards of the applicable Event Ranking.

Competitors ranked in the first 32 positions of the applicable Event Ranking will not be allowed to compete in series A events.

#### EVENT RANKING

The Event Ranking is defined as a static file which reflects on the ranking on the opening day of the online registration for a given event.

The number of competitors is limited to a maximum of 96 athletes per category in the kumite divisions and 128 in the kata divisions. All members of WKF are admitted to participate. These members don't need the permission of their national federation to participate, but they must be members of a National Federation, which is recognized by WKF.

Competitors of individual categories earn points in every WKF Karate 1 - Series A event according to the official WKF Ranking system.

The WKF Competitions Rules in force are applied: <https://www.wkf.net/structure-statutes-rules>

## COMPETITION CATEGORIES

The competition categories are identical to those of World Senior Championships except for kumite team, total: 14

### KATA

Individual	Female/ Male
Team	Female/ Male

### KUMITE

Female	-50kg, -55kg, -61kg, -68kg, +68kg
Male	-60kg, -67kg, -75kg, -84kg, +84kg

## COMPETITION FORMAT

Eliminations system.

- Eliminations round
- Repechage
- Bronze medals bouts
- Finals

## SPORT EQUIPMENT

Only WKF approved and homologated protective equipment can be used at the WKF Karate 1 - Series A event; <https://wkf.net/karateprotections/protections-main>

## KARATEGIS

The use of WKF "Approved Karategis" with embroidered brands on the shoulders in RED or BLUE will be compulsory in all the categories of Kata and Kumite, for all official WKF events (World Championship, Karate 1 - Premier League, Series A and Youth League).

## 1. APPLICATION, SITE AND DATE

Applications for NFs to host a WKF Karate 1-Series A event must be addressed to the WKF HQ via the relevant national federation before the end of October of the preceding year of the WKF Karate 1 - Series A season. The WKF will decide on the application and inform the applicant of its decision by the end of November of the preceding year of the WKF Karate 1 - Series A season, at the latest.

The NF host cities of the events should be major cities within their country, preferably being its capital city or a city with comparable appeal and infrastructure, international airport, and direct connections with airports to other countries.

Based on the decisions of the Executive Committee (EC), the WKF HQ will issue a final WKF Karate 1 - Series A calendar by December 15th of the preceding year of the Karate 1 -Series A season. However, a preliminary Karate 1 -Series A calendar shall be issued as soon as decisions about NF hosts of Karate 1 -Series A events have been made.

The Karate 1 - Series A season is one calendar year.

A WKF Karate 1 - Series A tournament should have in principle a duration of three days, which will be Friday, Saturday, and Sunday.

No later than four months before the date of the scheduled event, the NF host must send a bulletin draft (following the template provided by the WKF) with all relevant information of the event to the WKF headquarters. After its approval, the WKF will circulate the final version to all the WKF members, the day of the opening of the online registration.

## 2. COMPETITION VENUE

### I. Arena Dimensions

The competition area must be large enough to accommodate at least four (4) matted areas. The maximum number of matted areas / tatamis that should be used during a WKF Karate 1 - Series A event is six (6). The bouts of medals will be just celebrated in one tatami.

Each competition area measures 8 x 8 meters and is surrounded by a further 2 meters wide safety area. Therefore, it is necessary to allow 12 x 12 meters per area.

The tatamis must be [WKF approved](#)

## II. Spectator Seating

The spectator seating capacity must be in line with the number of assistants of the host National Federation (NF). There should be seating for at least 2.000 spectators. Seating must be reserved for VIPs, referees, coaches, and competitors.

## III. Stadium Rooms

Adequately spaced, separate rooms for following purposes must be available;

- WARM-UP PRACTICE (KUMITE & KATA)
- WEIGHING (MALE & FEMALE)
- PRESS & MEDIA
- MEDICAL & DOPING TESTING
- CHANGING ROOMS
- V.I.P. LOUNGE
- WAITING & RELAXATION ROOM for off-duty referees

## IV. Podium

A winner's podium must be provided. The NF host must make proper arrangements for the presentation of awards. No national anthems are to be played and no raising of national flags shall happen. During the presentation of prizes, the anthem of WKF shall be played only.

## V. Music of the event

The WKF will provide the official music for the event through the software provider and only that music must be played throughout the duration of the event.

## VI. Lighting Conditions

The competition venue shall have adequate lighting to ensure the perfect visibility of the event and its correct distribution through different platforms.

### 3. ACCOMODATION

The NF host must provide a list of official hotels with enough rooms and declare one hotel as the headquarters hotel where the Organizing Committee can be reached permanently and where all the information concerning the event is accessible via a help desk. This must be a non-stop operation from 8:00 a.m. until 10:00 p.m.

The headquarters hotel shall be of a good standard and priced in realistic context with national rates.

The hotel chosen as headquarters should have available a minimum of one hundred (100) rooms for the duration of the Championships.

The headquarters hotel shall have as a priority the accommodation of the following:

- WKF Supervisor
- WKF Chief Referee
- Referees
- WKF Approved Software Provider

The headquarter hotel may also be used for delegation members, provided that all officials mentioned above have been given priority bookings.

### 4. TRANSPORTATION

**WKF Team** - Transfers between the airport, the venue and the HQ hotel must be provided by the Host.

**Official Referees** - Transfers between the HQ and venue must be provided by the Host. The host is not responsible for any transport between the airport and the HQ hotel for referees

**Athletes or delegations** - The host is not responsible for any transport.

### 5. ONLINE REGISTRATION, COACH INFORMATION, ONSITE ACCREDITATION & ACCREDITATION CARDS

In order to avoid any possible mismatches between registration and final participation, all registrations will only be accepted online and they will be completed only after processing the relevant payment of the registration fee through the online payment platform.

No onsite registrations and payments will be accepted. Both, online registration, and payments must be validated through the registration platform.



No onsite registrations and payments will be accepted. Both, online registration, and payments must be validated through the registration platform.

### I. Online registration

The online registration period starts three (3) months prior to the event and closes fifteen (15) days before the event.

The participation will be limited to those competitors from position 33 onwards of the Event Ranking.

Participation is limited for 96 competitors in each category in the Kumite modality and 128 in the Kata modality, with the following phases of registration:

- **1st Phase:** registration by National Federations only for athletes ranked between positions 33 and 100 (included) of Event Ranking (first 2 weeks of registration). Maximum, 1 athlete per category.
- **2<sup>nd</sup> Phase:** open registration.

All competitors, referees, coaches, officials (including VIP) and media representatives must register online using the online system provided by the approved software partner of WKF during the online registration period.

Therefore, each participant must create a user account. This user account and all entered data can be reused for all other Karate 1 events according to the corresponding rules. In case of problems or questions, users can directly contact the software provider.

The online registration of athletes will be openly disclosed for everyone from the beginning, allowing consultation by WKF NFs of the competitors registered in real time. Any comment regarding the online registration should be addressed as soon as possible to the software provider, with the WKF in copy, in order to allow taking them in consideration without altering the smooth running of the process. the online registration will close 15 days before the start of the event. Any comments will then have to be notified to the software provider and to the WKF five days before the first day of competition at the latest.

The URL for the online registration must be included prominently in all the bulletins.

The provided software requires that all necessary registration data for competitors, coaches and referees must be entered during online registration.

This includes the following data:

### **Individual Categories**

- Name and surname of the competitor
- National Federation
- Date of birth
- Gender (Female/ Male)
- Photograph (size according to software specification)

### **Team Categories(\*)(\*\*)**

- Name of the Club
- Name and Surname of the components
- National Federation of the club
- Date of birth of the team components
- Gender (Female/ Male)
- One photograph (size according to software specification) per team component

(\*) The components of these teams may have distinct nationalities to the ones of their club.

(\*\*) When the National Federation has a team, the nationality of the team members must coincide with that of the National Federation.

The entry fees for WKF Karate 1 - Series A events are per individual category entry, € 100/ first 2 months of the online registration; € 150/ last 15 days of the online registration period. And per Kata team category entry, € 100. The WKF may change this fee from year to year. The entry fees belong to the organizers.

Users are responsible for the quality of the entered registration data. Changes of online registration data are possible until the end of the online registration period, with prior authorization from the WKF. The online registration automatically closes at the end of the online registration period. If changes are required during the official accreditation session because of incorrect registration data, a fee of € 50 is charged for each change.

## **II. Coach Information**

According to the current WKF Coach Education Programme, the minimum certification required to take part in the Karate 1 – Series A events is the “WKF Accredited Coach” certification (level 1). To obtain such certification, coaches must complete a course either through the WKF online Coach platform or participating in one of the Programmes for Coaches held in WKF official events throughout the year.

### **III. Onsite Accreditation & Accreditation Cards**

All participants must show their official document (passport) for validation at the registration session.

The accreditation of all the competitors must be done by the athlete or the athlete's coach, in person, bringing the athlete passport at the accreditation session.

The athlete's accreditation must contain an updated photograph that allows the athlete to be identifiable throughout the event.

The competitor who has not collected his/her accreditation card during the accreditation session will not be included in the event draw.

The official registration session will take place the day before the first competition day.

The host must provide a large room with an ample entrance and exit in the Headquarters Hotel for the onsite accreditation.

The registration documents and all paperwork connected with the event must be written at least in English.

At onsite registration, accreditation cards will be issued bearing the holder's main data, a photograph and information about the registered categories.

The accreditation card must always be carried during the event.

The generation of accreditation cards for competitors, coaches, referees, officials (including VIP) and media representatives is done by the WKF Approved software provider, including an official layout template for accreditation cards. This layout must be used for all WKF Karate 1 - Series A events.

Only competitors and coaches with accreditation cards are allowed to enter the competition area.

Only competitors authenticated by accreditation cards are allowed to participate.

## **6. PROTOCOL**

In WKF Karate 1 events the protocol will be as indicated in the valid WKF Protocol Rules.

## 7. WEIGH-IN

The weighing will be carried out immediately after receiving the accreditation and according to the WKF rules.

The weighing will be mandatory to be included in the draw.

The host must provide 2 (two) adjoining rooms, 1 (one) for men and 1 (one) for women  
The weighing of women will be performed separately from the weighing of men.

A larger space will be used for disrobing and a smaller area will be for the actual weighing.

Two (2) accurate scales will be required.

## 8. THE DRAW

The draw will be conducted directly after the official registration via the software by the local software officer in the presence of the WKF-Supervisor or a person expressly appointed by the WKF Supervisor. Each completed master sheet must be signed by the WKF Supervisor or the appointed person.

The sport's level of the competition must be established through the draw, by establishing seedings in the pools of each individual category. This criterion would be applied to the EIGHT registered athletes that occupy the eight first positions of the Event Ranking of each category according the first day of the online registration.

Once the seeding has been done, the draw must use the random process provided by the software. This process is WKF approved and guarantees the random placement of all participants (except the first eight registered athletes of the Event Ranking of each category), without separation of competitors from the same countries or teams. This is to express the character of Karate 1, which is a tournament series for individual members of WKF and not of National Federations, clubs or teams, and to give all competitors equal chances.

Entries for the draw will be taken from the online registration database.

After the draw is finished and signed by the WKF Supervisor, it will be made available online to make it accessible to the general public.

## 9. THE TECHNICAL MEETING

The Local Organizing Director of the event must stage a technical meeting with the WKF-Supervisor the day before the first day of the tournament. In this meeting, the organizing director shall present a detailed plan of the upcoming event, including a specific timetable and precise information on every single topic of this Series A manual.

The NF host must provide at least two (2) interpreters in English for the tournament.

Throughout the tournament, the NF host must provide a service and information desk (in the headquarters hotel before the start of the tournament and in the sports venue during the tournament days) to deal with issues participating delegations might have. This must be a non-stop operation from 8.00 a.m. until 10.00 p.m.

## 10. SOFTWARE USAGE AND TRAINING

To ensure a high-quality level of all the WKF Karate 1 - Series A events, the approved software must be used for all processes of event, including online registration, accreditation and during event execution. Therefore, all competition areas must use the software and relate to one central database (the installation of hardware and software is done by the software provider). This allows the keeping of precise records of winners, points, Kata, and results electronically and the computing of repechage and pool winner lists automatically.

Moreover, the software provides public views / screens for referees, coaches, and visitors to easily monitor all activities.

Additionally, all activities during the event will be live on the Internet to allow online users to follow the event. Therefore, a dedicated high-speed Internet connection must be available to upload the event information to the Internet during the event.

The NF host must provide at least two (2) software operators for each competition area. These operators must be able to communicate in the English language and read English documents and should also be aware of the WKF competition rules.

The software provider also provides training for the operators. This training session must be held not later than the day before start of the event. The duration of this session will be approximately 1 – 2 hours. An adequate room must be provided by the NF host for this training session.

## 11. MEDICAL & ANTIDOPING

### RESPONSIBILITIES OF THE NF HOST COUNTRY DOCTORS

A minimum of one doctor per competition area is required for the duration of the Kumite events, plus adequately qualified first aid staff.

A standby ambulance for emergencies must be supplied and be available throughout the duration of the competition.

All the NF host doctors must be competent in at least one WKF official languages (English or French).

### ANTIDOPING

If WKF decides to conduct AD tests in the event, a room with an adjoining toilet and communicating door shall be provided for Anti-doping testing. The NF host must make all the arrangements for the doping controls in accordance with the WKF Anti-Doping Rules. The expenses for these controls are to be met by the event NF host.

## 12. REFEREEING

The following Officials are entitled to officiate at Series-A events:

- Referees with WKF and/or Continental License.
- Referee Commission members.
- Referees ranked within the top 30 of the WKF Referee Ranking on the opening date of registration for each event.
- NF Referees without WKF and/or Continental License.

The WKF reserves its right to stop the registration once the number of registered Referees with WKF and/or Continental License has reached the number of 90.

Note: Number of Referees is  $90+30+RC+NF$  Referees.

If the NF Host anticipates that it cannot meet the above requirements, it shall take the necessary measures to ensure compliance.

## 13. PRIZES

The following event prizes should be provided by the host;

### Individual Categories

In each individual category;

- First prize: Gold medal plus 500 €.
- Second prize: Silver medal plus 300 €.
- Third prizes: Bronze medals plus 100 €.

### Kata Teams

All members of placed Kata teams (including the coach) should also receive a gold, silver, or bronze medal plus one trophy for each gold medallist team. The prize money for teams is 600 € for 1st place, 400 € for 2nd place, and 200 € for 3rd places.

Therefore, the total sum of prize money per event to be paid by the NF host is € 14.800.

The prize money must be paid in cash directly to the medallists immediately after the awarding ceremony. Any expenses to be withheld by the NF host due to mandatory national (tax) regulations must be accepted by the prize winners without substitution.

Consistent with the Olympic ideal, the NF host will only provide high quality gold, silver and bronze medals and trophies. The medals and trophies will be inscribed with the WKF - Karate 1- Series A emblem.

## 14. FOOD REQUIREMENTS

The NF host is not obliged to provide food for athletes. Any assistance provided in this respect is a courtesy.

The NF host is required to provide the working referees, the doctors, and the WKF-Supervisor with a free meal every four (4) working hours and a continuous supply of free hot and cold drinks during the competition.

## 15. IMAGE & ADVERTISEMENT

All the TV, video, web casting, photography, Internet, etc. rights are the exclusive property of WKF.

Advertisement space and branding will be performed on the basis on the number of tatamis and on the agreement signed between WKF and NF host.

## 16. COMMUNICATION

Effective, well managed communications are essential to the continued success of the Karate 1-Series A. The WKF's objective is to engage with all target audiences on a Local, national, and international level in order to establish its properties more solidly and promote Karate globally.

The NF host will guarantee that adequate Media facilities are available for journalists covering the event on site. These Media facilities will be formed by at least:

- **NF HOST OC MEDIA MANAGER**

The NF Host must commit to designate an experienced Local Media Manager for the event, who will work in close cooperation with WKF Media Manager in the promotion of the event.

- **PRESS TRIBUNE**

Seating space with easy visual access to the competition area. The Press Tribune will be required to have capacity for at least 10 journalists with enough tables, plugs / multi sockets and a dedicated high speed WIFI and cabled connection line.

- **PHOTO AREA**

A specific area for photographers will be available and clearly indicated in the field of play for photographers to take images of the competition.

## 17. TICKETING

Ticketing may be exclusively provided by a dedicated online ticketing system. The cost for the ticket system is 7.5 % (without credit card expenses) of the ticket price. The distribution of the net revenues of the ticket sales will be for the organizer.

The costs for the ticket system include the following services:

- A fully functional online ticket shop
- English language support
- Credit card payment functionality
- Print @ Home functionality
- Support of different price categories and prices
- Integration of online ticketing shop into online registration system



To meet individual needs, the ticketing system provides additional services such as:

- Customizing of online ticket shop layout
- Integration of individual venue seat plans for direct booking by seat numbers
- Usage of ticket system on-site (booking and printing)
- On-site training by a qualified ticketing-officer
- Access control solutions

Additional services must be directly arranged between the NF host and ticketing system provider and are not included in system costs.

## 18. FINANCIAL CONDITIONS

Any NF host which has been successful in bidding and having been awarded the right to host a WKF Karate 1 - Series A event must pay a flat fee of € 30.000 per hosted event. This fee may be revised periodically by the WKF.

After the adjudication of the event, the above-mentioned fixed fee must be paid in advance by December 15th of the preceding year to the WKF, strictly net without deduction of any expenses or transfer fees.

In the case of non-payment, the WKF will be free to withdraw the rights of the event and award them to another NF.

The failing NF host will in any case remain liable to WKF for the payment of the whole fee. In the case where the WKF withdraws the rights or when a NF host relinquishes its rights to host an event, the WKF Executive Committee, considering all the relevant circumstances, will decide on the period of ineligibility for hosting a WKF Karate 1 - Series A as well as its responsibility regarding any appropriate mitigation measures.

The NF host also shall pay the above-mentioned prize money directly to the medal winners.

The following costs must be covered by the host;

- WKF Supervisor - transportation from the origin to the destination, accommodation, meals and local transport during the event and a flat fee of € 200 per day (including travel days)
- WKF Chief Referee - transportation from the origin to the destination, accommodation, meals and local transport during the event and a flat fee of € 125 per day (including travel days)
- Software Supervisor - transportation from the origin to the destination, accommodation, meals and local transport during the event.
- 1 additional person designated by the WKF - accommodation and meals.

No other costs may be levied by the NF host on the delegations, which shall be provided with free admission to the events.

WKF is exclusively permitted to choose Karate 1 – Series A sponsors and to conclude specific contracts with these potential partners. This includes the general sponsorship for the whole tournament series. In this context, all tournament organizers must respect any contractual obligations that may be imposed on WKF (e.g., size and layout of logo-placements, trademarks, merchandising partners etc.)

The hosts are permitted to choose local event sponsors as long as they are not in conflict with the Karate 1-Series A sponsorship contracts and following the WKF – Host agreement conditions.

The rights for setting up commercial stands shall become to property of the host. The priority for this contract will be for the [WKF Approved Brands](#).

## 19. REQUIRED EQUIPMENT - TO BE PROVIDED BY THE NF HOST

### I. GENERAL LOC RESPONSIBILITIES

In order to proper fulfill their responsibilities, the Software Provider needs to be able to start the venue technical setup for Timing and Scoring on the morning (before 10:00 am) of the registration day.

This can only be done after the setup of tatamis, tables and power is completed by the LOC.

The equipment listed below, which must be arranged by the LOC, also needs to be provided before that time.

A LOC representative must be present, on stand-by or easily reachable during the venue setup so any issues that may arise can be resolved swiftly.

A LOC representative/technician must be present during the competition to manage the screens and to resolve screen related issues.

Task	Who is responsible	Comment	When this needs to be provided
Provided equipment as requested in this document	LOC	In case that the equipment to be provided deviates from this specification, it needs to be confirmed with the Software Provider	The requested equipment should be confirmed at latest 10 days before the start of the competition
Basic Configuration of laptops	LOC	All laptops need do have a standard configured Windows operation system in English language and	At latest the evening before setup/registration

		should have the latest updates. Any 3rd party antivirus software or other nonstandard windows software must be uninstalled. Any private data must be removed.	
HDMI cabling	LOC	Cables need to be tested and taped/covered securely	
Network cabling / internet	LOC	Cables need to be tested and taped/covered securely	
Power cabling	LOC	Cables needs to be taped/covered securely	Before 10am on the registration day
LED screens setup, configuration and installation	LOC	Sound through HDMI splitter has to be tested and additional speakers provided in case of problems	
Setup of registration and weigh-in rooms	LOC		At latest the evening before registration
Removal of equipment	LOC	Staff needs to be available at the end of the event to take over the responsibility of LOC equipment and to remove it.	End of event

## II. GENERAL SOFTWARE PROVIDER RESPONSABILITIES

Configuration of laptops, routers and tablets for T/S and LS	Software Provider		Registration day
Setup of live stream cameras	Software Provider		Day before finals
Connect HDMI and Network cables to laptops and routers, configure network and test it	Software Provider		Registration day
Install printers on Software Provider computers and on laptops provided on OVR table	Software Provider		Registration day
Configuration of Video output on Screens from the	Software Provider		Registration day

provided laptops			
Cable management for T/S system and OVR	Software Provider		Registration day

### III. EQUIPMENT FOR REGISTRATION AND ACCREDITATION

The host should provide the following materials and equipment for registration:

- One (1) A4 Photocopy machine (fast, professional type).
- Two (2) A4 colour laser printer equipped with a USB and network interface, with support of printing A6 formatted paper
- Additional toner cartridges
- Two (2) 3meters USB printer cable.
- Two (2) 5meters CAT 6 network cable
- An adequate number of A4 size paper 80 gr.
- A selection of office supplies e.g. pens, pencils, permanent markers, scissors, staple gun, perforators
- A secured high speed / broadband internet access. At least 20/20MBit dedicated for the Software Provider system – no open hotel WIFI.
- An adequate number of lanyards for the accreditation cards
- Power sockets and extensions: at least 15 power sockets with adequate extensions

All this equipment will have to be transported from the registration area to the competition area (in the O.C. table) during the tournament.

### IV. EQUIPMENT FOR WEIGH-IN ROOMS

The host should provide the following materials and equipment for the weigh-in:

- Power sockets and extensions per room: at least 3 power sockets with adequate extensions
- A secured high speed / broadband internet access per room. At least 20/20MBit dedicated for the Software Provider system – no open hotel WIFI.
- One (1) modern Laptop (i7 generation 8 or higher, Dual Core 2.5GHz, SSD) with Windows 10, min. 16GB RAM, Wireless and Network Cable plug, with Mouse, 2x USB 3 Port, HDMI Port

### V. EQUIPMENT FOR OVR TEC TABLE (MAIN TABLE)

The host should provide the following materials and equipment for registration:

- One (1) A4 Photocopy machine (fast, professional type).
- Two (2) A4 colour laser printer equipped with a USB and network interface, with support of printing A6 formatted paper

- Additional toner cartridges
- Two (2) 3meters USB printer cable.
- Ten (10) 5meters CAT 6v network cable
- An adequate number of A4 size paper 80 gr.
- A selection of office supplies e.g. pens, pencils, permanent markers, scissors, staple gun, perforators
- A cabled and wireless secured high speed / broadband internet access. At least 50/50MBit dedicated for the Software Provider system (exclusive Bronze/Finals Tatami internet connection for live stream).
- A cabled and wireless secured high speed / broadband internet access. At least 20/20MBit dedicated for the WKF official table.
- An adequate number of lanyards for the accreditation cards
- Power sockets and extensions: at least 20 power sockets with adequate extensions
- One (1) Gigabit Wireless Router (2.4/5Ghz) with WAN and 4x LAN ports (no Wireless Access Point, device needs to provide DHCP Server)
- Two (2) 8-port gigabit network switches
- Two (2) modern laptops (i7 generation 8 or higher, Dual Core 2.5GHz, SSD) with Windows 10, min. 16GB RAM, Wireless and Network Cable plug, with Mouse, 2x USB 3 Port, HDMI Port

## VI. EQUIPMENT FOR THE FOP (FIELD OF PLAY)

Each match area must have the following minimum equipment:

- ✓ Power sockets, for at least fifteen (15) electronic devices on the timing/scoring table
- ✓ Power sockets on sides of the FOP for LED Screens
- ✓ Two (2) or six (6) 50 – 55-inch LED Screens with HDMI input and speakers for eliminations and finals. In case of problems with the sound extra speakers need to be provided.
- ✓ 1 (or 3)x 20meters HDMI cables, 1x (or 3x) 10meters HDMI cables, 1 (or 3)x 3meters HDMI cables, and 1x (or 3x) 2Port HDMI powered splitter for the LED screens
- ✓ for 6 LED screens: 3x USB external Graphic Card for HDMI Full HD
- ✓ One (1) modern laptops (for T/S) (i7 generation 8 or higher, Dual Core 2.5GHz, SSD) with Windows 10, min. 16 GB Ram, Wireless and Network Cable plug, with Mouse, 2x USB 3 Port, HDMI Port
- ✓ for bronze and finals (min. 2 Tatamis): one (1) modern laptop per Tatami (for LS) (i7 generation 8 or higher, Dual Core 2.5GHz, SSD) with Windows 10, min. 16GB RAM, Wireless and Network Cable plug, with Mouse, 1x USB 3 Port, HDMI Port + 1x powered USB 3 Hub with at least 3 Ports per laptop
- ✓ One (1) Gigabit Wireless Router (2.4/5Ghz) with WAN and 4x LAN ports
- ✓ 8 Android tablets (7 or 10 inch, 2GB RAM or higher)
- ✓ 1 Cat 6 Network Cable from Timing/Scoring computer to the OVR TEC Table

- ✓ Four (4) 5meters CAT 6 network cable
- ✓ A cabled secured high speed / broadband internet access for LS during bronze and finals. At least 40/40MBit dedicated for the Software Provider system (connection from the OVR Tec table can be used)

#### VII. EQUIPMENT FOR THE WARM-UP SCREENS, LED-WALLS AND OTHER SCREENS

Signal for screens will be provided from the OVR Tec table via HDMI Full HD signal. The LOC is responsible to provide cabling from the Warm-Up area to the OVR Tec table in order to receive the HDMI signal and distribute to the screens.

## 20. STAFF AND OTHERS

In agreeing to NF host a WKF Karate 1 - Series A event, the NF host also guarantees to supply the following:

- Sufficient registration staff (at least eight (8) persons) to help managing the registration session.
- Software operators (two (2) per competition area, instructed as explained in Chapter 7)
- Sufficient trained timekeepers / scorekeepers to manage all areas for the entire event.
- Sufficient liaison officers to convey match results promptly to the controllers.
- Sufficient experienced controllers to provide for the full charting of the match in the English language.
- Sufficient stewards and security personnel to prevent the entry of unauthorized persons and to provide an uncluttered arena.
- Sufficient stewards and security to control unauthorized filming in the event.
- Sufficient changing rooms and secure locker facilities for a minimum of 300 athletes, divided in female and male.
- Warm-up facilities for competing athletes.
- Waiting and relaxation room for off-duty Referees.

## 21. LIAISON

The operation of the Championships is the sole responsibility of the NF host under the supervision of and direct subordination to the WKF Supervisor.

Four (4) months before the event, the NF host shall report to the WKF Supervisor. This report will at a minimum address of all the points, Article by Article, included in these rules and affecting the requirements of the event.

## 22. INSURANCE REQUIREMENTS

The host NF / Local Organising Committee (LOC) must be responsible, at its own cost, for the effective and appropriate insurance for the Championships.

### LIABILITY INSURANCE COVER

The [Hosting NF / Local Organizing Committee] is responsible for procuring and maintaining, at its expense, all the necessary insurance policies as required to comply with the laws of its country, and applicable to its activities and with the requirements set forth below in respect of all risks associated with the planning, organizing, financing, and staging of the [championship/tournament].

Key insurance policies to be procured by the [Hosting NF / Local Organizing Committee]: the [Hosting NF / Local Organizing Committee] shall procure and maintain the insurance policies described in this section.

The list below is not exhaustive and the WKF reserves the right to require the [Hosting NF / Local Organizing Committee] to procure and maintain other types of insurance policies depending upon the outcome of any risk assessment:

#### i. Third party liability insurances

- Public or general liability: this policy shall be written on an “occurrence” basis, or on a “claims-made” basis and for a duration of minimum [...] after the end of the dissolution of the [championship/tournament] or more if it is required by the law. This policy must at least cover the following risks: bodily injury, property damage, personal injury, pure financial loss, advertising liability, premises and operations liability, pollution liability, contractual liability, and independent contractor operations. This insurance must also include cover for acts of terrorism.
- Product and completed operations liability: to cover claims arising in connection with the sale of products specifically bearing the WKF’s emblem or other WKF’s trademarks or products otherwise licensed or authorized by the WKF.
- Professional liability: to cover costs related to the defense and indemnification of claims in connection with actual or alleged negligent acts/omissions of the [Hosting NF / Local Organizing Committee] in the planning, organizing and staging of the [championship/tournament]. This policy shall include Cyber Liability.
- Medical malpractice: to cover claims arising from the medical activities of all of the [Hosting NF / Local Organizing Committee]’s medical workforce to the extent that such workforce is not already covered by other means (hospital insurance cover and/or by the host country’s health system or provider).
- Medical treatment and repatriation insurance: to cover the medical expenses relating to all injuries and illnesses that require treatment before the accredited person is able to return home. This policy must include repatriation. However, if medical treatment is delivered at no cost by the government health service, medical insurance is not required. In such cases, repatriation has to be covered on a stand-alone basis.

- ii. Property insurance: to cover damages to all property owned, leased or in the care, custody and control of the [Hosting NF / Local Organizing Committee], or for which the [Hosting NF / Local Organizing Committee] is contractually responsible, including subsequent financial loss of income.
- iii. Construction all risk insurance: to cover risks related to the [Hosting NF / Local Organizing Committee]'s responsibility for specific construction projects (including equipment and overlay).
- iv. Personal accident including permanent disability: to provide compensation in the event of death or disability of accredited persons following an accident occurring in connection with their activities at the [championship/tournament] (including terrorism).
- v. Crime, fidelity and fraud: to cover the loss arising from theft and robbery of assets or fraud (crime).

This liability insurance should cover bodily injury, property damage and consequential loss, up to a minimum sum insured of € 750.000 (or equivalent in local currency).

WKF, its agents and servants, officers, or employees, shall be included in the policy as additional insured.

The host NF / LOC shall provide to WKF HQ, one (1) month prior to the start of the Championships, with proof that the above-mentioned liability insurance policy is in place for the respective Championships.

Where such policies are not available, the host NF / LOC shall inform the WKF HQ who will then, if possible, arrange such cover and invoice the host NF.

#### CANCELLATION INSURANCE COVER

The host NF / LOC should take into consideration possible losses in connection with their costs, expenses, guarantees and other irrecoverable monetary commitments, resulting from cancellation, abandonment, or postponement of the event.

It is therefore recommended that the host NF / LOC take out adequate cancellation insurance cover.

#### INSURANCE OF DELEGATIONS

The Host National Federation (NF) and/or Local Organizing Committee (LOC) must formally notify all registered individuals participating in Series A events of the requirement to secure adequate insurance coverage. This coverage must include liability, personal accident, and



repatriation insurance for all delegation members, including competitors participating in the championships. Furthermore, it will be mandatory for all participants—coaches, athletes, referees, and officials—to present a printed and duly signed waiver of liability form at the onsite accreditation as a condition for participation. The LOC will be responsible for the collection and safe custody of all submitted waivers.