

**CANADIAN TAEKWON-DO FEDERATION INTERNATIONAL**



**TAEKWON-DO**  
**CANADA**

**CANADIAN TAEKWON-DO DELEGATION**

**Policies and Procedures Team Manual**

March 2023

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## PURPOSE

ITF Taekwon-Do is a Martial Art, a Sport, a Way of Life and a Tool for Social Development. It is a Martial Art in the sense that it encourages development of the body, the mind and the spirit. The ITF encourages the sport aspect of our art by holding competitions and tournaments at various levels. This is a good way of developing character, developing skills and developing a sense of confidence in unfamiliar or uncertain situations.

The purpose of this manual is to act as a guide for selection of members of the Canadian National Delegation participating in ITF World Championships.

The World Championships are limited to participation by Black Belts from each National Association (NA) affiliated with the International Taekwon-Do Federation.

ITF World Championships occur every 2 years. There are Team events and Individual events divided into a large number of divisions or categories by age, weight and rank. As of 2022, qualifying age groups now include Pre-Junior (age 12-14), Junior (age 15-17) and Adult (age 18+).

## THE CANADIAN NATIONAL DELEGATION

The Canadian National Delegation comprises the Officials and Athletes selected to attend an ITF World Championships.

The maximum size of the Delegation will be 179 members selected to fill the positions listed below. At the option of the Selection Committee, the Delegation may be smaller depending on the number of athletes, coaches and other personnel selected to attend any specific World Championships.

### ***OFFICIALS of the Delegation***

- 1 Chief of Delegation
- 2 Officials (Team Manager + other)
- 1 to 2 Head Coach(es) to oversee individual patterns, sparring, power and special techniques as well as team sparring and power and special techniques breaking
- Up to 6 Assistant Coaches to assist Head Coaches with individual patterns, sparring, power and special techniques
- 1 coach for Adult Female & 1 coach for Adult Male team patterns
- 1 coach for Junior Female & 1 coach for Junior Male team patterns
- 1 coach for Pre-Junior Female & 1 coach for Pre-Junior Male team patterns
- 1 coach for Adult Mixed Prearranged Sparring team
- 1 coach for Junior Mixed Prearranged Sparring team
- 1 coach for Pre-Junior Mixed Prearranged Sparring team
- 1 Medical doctor

Maximum total Officials = 21

## ***Athletes of the Delegation***

For the ITF World Championships, the maximum number of individual competitors who may enter each competition division is restricted to two (2) competitors from each country.

An athlete that is part of the Delegation may compete in more than one event, as determined by the Selection Committee.

Athletes who are selected to participate in Individual event categories may also be selected to participate in the Team event categories. However, Athletes who are not participating in any Individual event categories may also be selected to be members of the Delegation to participate in the Team event categories.

## **Adult Divisions Athletes (age 18+)**

### *Individual Competition Divisions*

- 2 female and 2 male athletes for Adult Individual Free Sparring in each of the seven weight divisions
- 2 female and 2 male athletes for Adult Individual Patterns 1<sup>st</sup> degree divisions
- 2 female and 2 male athletes for Adult Individual Patterns 2<sup>nd</sup> degree divisions
- 2 female and 2 male athletes for Adult Individual Patterns 3<sup>rd</sup> degree divisions
- 2 female and 2 male athletes for Adult Individual Patterns 4<sup>th</sup> – 6<sup>th</sup> degree divisions
- 2 female and 2 male athletes for Adult Individual Power Breaking divisions
- 2 female and 2 male athletes for Adult Individual Special Technique divisions

### *Team Competition Divisions*

- 1 team of 2 athletes (male, female or mixed) for Adult Mixed Pre-arranged Sparring
- 1 team of 6 female athletes (5 performers plus 1 optional reserve) for Adult Female Team Sparring
- 1 team of 6 male athletes (5 performers plus 1 optional reserve) for Adult Male Team Sparring
- 1 team of 6 female athletes (5 performers plus 1 optional reserve) for Adult Female Team Patterns
- 1 team of 6 male athletes (5 performers plus 1 optional reserve) for Adult Male Team Patterns

Maximum Total Adult Divisions Athletes = 54

## **Junior Divisions Athletes (age 15-17)**

### *Individual Competition Divisions*

- 2 female and 2 male athletes for Junior Individual Free Sparring in each of the seven weight divisions
- 2 female and 2 male athletes for Junior Individual Patterns 1<sup>st</sup> degree divisions
- 2 female and 2 male athletes for Junior Individual Patterns 2<sup>nd</sup> degree divisions
- 2 female and 2 male athletes for Junior Individual Patterns 3<sup>rd</sup> degree divisions
- 2 female and 2 male athletes for Junior Individual Patterns 4<sup>th</sup> – 6<sup>th</sup> degree divisions
- 2 female and 2 male athletes for Junior Individual Power Breaking divisions
- 2 female and 2 male athletes for Junior Individual Special Technique divisions

### *Team Competition Divisions*

- 1 team of 2 athletes (male, female or mixed) for Junior Mixed Pre-arranged Sparring
- 1 team of 6 female athletes (5 performers plus 1 optional reserve) for Junior Female Team Sparring
- 1 team of 6 male athletes (5 performers plus 1 optional reserve) for Junior Male Team Sparring
- 1 team of 6 female athletes (5 performers plus 1 optional reserve) for Junior Female Team Patterns
- 1 team of 6 male athletes (5 performers plus 1 optional reserve) for Junior Male Team Patterns

Maximum Total Junior Divisions Athletes = 54

## **Pre-Junior Divisions Athletes (age 12-14)**

### *Individual Competition Divisions*

- 2 female and 2 male athletes for Pre-Junior Individual Free Sparring in each of the seven weight divisions
- 2 female and 2 male athletes for Pre-Junior Individual Patterns 1<sup>st</sup> degree divisions
- 2 female and 2 male athletes for Pre-Junior Individual Patterns 2<sup>nd</sup> degree divisions
- 2 female and 2 male athletes for Pre-Junior Individual Patterns 3<sup>rd</sup> degree divisions
- 2 female and 2 male athletes for Pre-Junior Individual Patterns 4<sup>th</sup> – 6<sup>th</sup> degree divisions
- 2 female and 2 male athletes for Pre-Junior Individual Special Technique divisions

### *Team Competition Divisions*

- 1 team of 2 athletes (male, female or mixed) for Pre-Junior Mixed Pre-arranged Sparring

- 1 team of 6 female athletes (5 performers plus 1 optional reserve) for Pre-Junior Female Team Sparring
- 1 team of 6 male athletes (5 performers plus 1 optional reserve) for Pre-Junior Male Team Sparring
- 1 team of 6 female athletes (5 performers plus 1 optional reserve) for Pre-Junior Female Team Patterns
- 1 team of 6 male athletes (5 performers plus 1 optional reserve) for Pre-Junior Male Team Patterns

Maximum Total Pre-Junior Divisions Athletes = 50

### **CTFI SELECTION COMMITTEE:**

The CTFI Canadian Delegation Selection Committee consists of:

- The CTFI President
- The CTFI Technical Director
- The CTFI West vice president
- The CTFI East vice president
- The CTFI Head Coach(es)

If any of the above individuals are unavailable to participate in the Selection Committee, they may be replaced by someone appointed according to the following requirements:

- The candidate must be at least 4<sup>th</sup> degree black belt holder.
- The candidate, during the last two years, must have been present at the National Championships at least once, and at one Eastern or Western Championship.
- The candidate must apply for the position to the Canadian Federation.

### **DELEGATION MEMBER DETAILS**

#### **CHIEF OF DELEGATION:**

Is chosen by the selection committee according to the following criteria:

- The candidate must be at least a 5<sup>th</sup> degree black belt holder.
- The candidate must have been present at a minimum of one ITF World Championship as an Athlete or Official of the Canadian Delegation.
- The candidate must be recommended by his provincial federation.
- The candidate must apply as chief of delegation to the Canadian Federation.

### *Responsibilities of the “Chief of Delegation”:*

- Has full authority to rule on consequences for athletes, coaches or officials of the Canadian Delegation with regards to any disrespect of the rules, in consultation with the coaches.
- Meet with the Canadian delegation as often as necessary to clarify any rulings.
- Assist coaches in communications with the ITF Tournament Committee or ITF Umpire Committee as required.
- Must be present at any meeting where their attendance is required such as, but not limited to: ITF Congress meeting, other ITF meetings, competition draws, problems with the delegation, etc.
- Call regular meetings with the coaches during pre-competition and competition periods to assess the current status and possible changes concerning the delegation.

### **HEAD COACHES:**

Up to 2 Head Coaches are chosen by the Technical Director, and must have the approval of the selection committee and the Chief of Delegation, according to the following criteria:

- The candidate must be at least 4<sup>th</sup> degree black belt holder.
- The candidate must have had experience as provincial team coach.
- The candidate must be a physical education university graduate or hold at least a 2<sup>nd</sup> level in the national trainer’s certification program or show other qualifications or experience judged adequate by the CTFI Selection Committee.
- The candidate must be certified in First Aid and CPR.
- The candidate must have been present at a minimum of one ITF World Championship as an Athlete or Official of the Canadian Delegation.
- The candidate must have ITF Umpire Level A certification.
- To ensure they are familiar with the current rules of competition the candidate must have ITF Umpire Class A certification and must:
  - attend an ITF International Umpire Course (IUC) within 2 calendar years prior to the World Championships
  - attend a Canadian National Umpire Training course within 1 calendar year prior to the World Championships
- The candidate must be recommended by his provincial federation.
- The candidate must apply as Head Coach to the Canadian federation.

### *Responsibilities of the Head Coaches:*

- Participate in the Selection Committee to select the Athletes for the Delegation in both Individual and of Teams events.
- Develop a high level training schedule for all athletes in the Canadian Delegation for presentation to prospective Delegation members at the selection nationals.
- Give direction for training schedules to trainers and coaches responsible for training the individual athletes and for Prearranged Sparring and Team Patterns teams.
- Prior to competition, attend all meetings with the ITF Tournament Committee as required (e.g. rules, draws, etc.).

- Oversee all athletes, coaches and trainers to ensure that they attend training sessions as assigned.
- Collaborate with Team Manager to manage all logistics to ensure competitors are present and on time for competition.
- During competition, ensure that a coach or trainer is assigned to each individual competitor (both patterns and sparring) or team prior to and during their competition.
- Oversee all athletes, coaches and trainers to ensure that established rules concerning Canada's image are applied before, during and after competition.
- Meet with Chief of Delegation during pre-competition and competition periods to assess the current status of the athletes, coaches and trainers and possible changes concerning the delegation
- Support Head Coach(es) and Team Management Committee for all logistics regarding travel, accommodation, registration, etc. prior to the competition.

### **ASSISTANT COACHES:**

Assistant Coaches may be selected to participate in the Canadian Delegation by the Selection Committee. They will be:

- Up to 6 Assistant Coaches for individual competitors.
- Up to 6 Coaches for Team Patterns (Adult Male, Adult Female, Junior Male, Junior Female, Pre-Junior Male, Pre-Junior Female)
- Up to 3 Coaches for Pre-Arranged Sparring (Adult Mixed, Junior Mixed and Pre-Junior Mixed.)

Assistant Coaches will be selected according to the following criteria:

- Coaches for Team Patterns and Pre-Arranged Sparring events will automatically be selected as the coaches of the Patterns Teams and Pre-Arranged Sparring teams that are selected for the Canadian Delegation according to the rules listed later in this document.
- The candidate must be certified in First Aid and CPR.
- To ensure they are familiar with the current rules of competition the candidate must have an ITF Umpire Class A certification and must:
  - attend an ITF International Umpire Course (IUC) within 2 calendar years prior to the World Championships
  - or
  - attend a Canadian National Umpire Training course within 1 calendar year prior to the World Championships
- The candidate must apply as a Coach or Trainer to the Canadian federation.

### *Responsibilities of the Team Patterns Coaches and Pre-Arranged Sparring Coaches*

- direct training and development of their specific team;
- report to Head Coach(es) and Team Management Committee for all logistics regarding travel, accommodation, registration, etc. for their teams;
- ensure team participates in pre-competition training and also social aspects with delegation;



- manage all logistics to ensure the team is present and on time for competition;
- represent the team as coach during competitions.

### *Responsibilities of the Assistant Coaches for Individual events*

- Monitor training and development of individual competitors as directed by Head Coach(es)
- Support Head Coach(es) and Team Management Committee for all logistics regarding travel, accommodation, registration, etc.
- Ensure individual competitors participate in pre-competition training and also social aspects with delegation.
- Support Head Coach(es) to manage all logistics to ensure the individual competitors are present and on time for competition.
- Follow directions of Head Coach(es) to represent the individual competitors as coach during competitions (both individual patterns and individual sparring).
- Report to Head Coach(es) all results

### **TEAM MANAGER(s):**

Team Managers report directly to the Chief of Delegation and indirectly to the Head Coach(es). They are chosen by the selection committee according to the following criteria:

- The candidate must have demonstrated experience and skills in logistics and travel management for groups.
- The candidate must have been present at a minimum of one ITF World Championship or ITF World Cup as an observer, an athlete or other member of the Canadian Delegation.
- The candidate must apply as Team Manager to the Canadian Federation

### *Responsibilities of the “Team Manager”:*

Develop a travel expense budget for presentation to prospective delegation members at the selection nationals.

- In concert with the Team Management Committee, is responsible for all transportation and accommodation logistics, including plane tickets, for moving the Delegation to the Championships site.
- In concert with the Team Management Committee, is responsible, with the assistance of coaches, for the registration all delegation members for the Championships.
- In concert with the Team Management Committee, is responsible to order the adequate quantities and sizes for official team doboks and training suits with logos to represent Canada. Also responsible for timely delivery of all of these items to the end users (i.e. athlete, coach, supporter, etc).
- Arrange for pre-competition training areas near the competition venue.
- Collaborate with Head Coach to manage all logistics to ensure competitors are present and on time for competition.

- Arrange for socializing opportunities for delegation members to help develop team spirit prior to, during and after the competition.
- Participate in meetings with the coaches during pre-competition and competition periods to assess the current status and possible changes concerning the delegation.
- Report to Chief of Delegation before, during and after the event as required by the Chief of Delegation.

### **ATHLETES:**

#### **Age Qualification**

To qualify as athletes in the Canadian Delegation, all persons must meet the age requirements as specified in item T5 of the International Taekwon-Do Federation Combined Rules of Competition, in effect for the immediate next World Championships.

The ITF introduced the following rules in 2022:

The valid age for competitors during the competition is the age at which they enter the year. To calculate this age, use the following formula:

Year of competition - Year of birth – 1 = Competitors during the competition valid age

Examples:

Year of event 2019 - Year of birth 2001 - 1 = 17 → 2019 - 2001 - 1 = 17  
This Competitor is only allowed to compete as a Junior

Year of event 2019 - Year of birth 2000 - 1 = 18 → 2019 - 2001 - 1 = 18  
This Competitor is only allowed to compete as a Adult

#### **Competing Up**

Because CTFI tournaments may take place up to 2 years prior to a World Championships, it is possible that an athlete may age qualify for Pre-Junior, Junior or Adult division at the immediate next World Championships, but not be old enough to compete in that category at CTFI events. In this situation, an athlete may apply to “compete up” one age division at CTFI events in Individual Patterns, Team Patterns, Pre-Arranged Sparring, Power Breaking (but not Pre-Juniors) or Special Technique Breaking.

“Competing up” is not allowed for Free Sparring (Individual or Team) nor Power Breaking. Refer to page 18 for details on “competing up” for athletes who fall into this situation.

#### **Team Event Athlete Selection:**

According to the ITF Rules of Competition for World Championships, item T18:

##### ***“TEAM POOL (Male and Female)***

*All registered participants can be considered as Team Pool Members and can be used for team events according to their age group and gender. (Not necessarily chosen out of the Individual competitors).*

*The Coach must present the team competitors ID Cards (5 plus 1 optional reserve) to the Jury President just before the beginning of the team competition division and each subsequent match.  
The Team must consist of the same 5 plus 1 optional reserve for the entire division.”*

Team member selection will be as follows:

### **Patterns Team:**

- Any Patterns team wishing to qualify for the Canadian Delegation must attend the Eastern Championships or the Western Championships prior to the selection National Championships. Only the winning patterns team in each division from each region (East and West) will qualify to compete at the National Championships. (5 members plus one reserve member).
- The top Patterns team in each division (Male and Female, Pre-Junior, Junior and Adult) will be selected at the Canadian National Championships prior to the World Championships as members of the Canadian Delegation to represent Canada at the ITF World Championships.
- If there is no Patterns team from a particular age or gender division present at the qualifying Eastern or Western Championships, a new team may apply to participate in the selection National Championships. They must apply to the Eastern or Western Canadian CTFI Vice President, depending on the region they originate from. The vice president will present the application to the CTFI Executive Committee, who may or may not authorize the team to be present to compete at the selection National Championships. Applications under this special circumstance must be made to the CTFI Vice President East or West no later than 2 months prior to the selection National Championships.
- If a Patterns team is the only qualified team in their division present at a selection National Championships, they are not automatically confirmed for selection to the Canadian Delegation. The Patterns team must perform their patterns in front of judges and the CTFI Selection Committee as in a regular competition. The judges and Selection Committee will determine if the Patterns Team has performed to a standard acceptable to represent Canada at the World Championship and decide whether or not they qualify to be members of the Canadian Delegation. The decision of the CTFI Selection Committee is final and cannot be appealed.
- Changes to Patterns Team personnel  
Over the time between a regional qualifying tournament and the selection National Championships, it is possible that the personnel of a Patterns team may change due to illness/injury or changes in life circumstances (e.g. new jobs, moving to new area, etc.) To be considered the same team as the group that won at the qualifying tournament, a Patterns team may change no more than one half of the performance members originally registered at the qualifying Eastern/Western Championships. The coach may also change, but will be included in the total for the team. So, for example, if 5 members are registered for the qualifying regional event, they may change up to 2 team members plus the coach. If they have 6 members registered for the team, they may change up to 3 members, but not the coach, or up to 2 members plus the coach.

NOTE: Teams that have significant personnel changes may be asked to perform for

the Selection Committee to confirm they can still perform at a standard acceptable to the committee.

### **Sparring Team:**

- The Selection Committee will watch performances in both Individual and Team sparring events at the Selection National Championships.
- The Selection Panel may invite individuals to participate in a Team selection event to take place following the Nationals.
- At that selection event, the Selection Committee will determine only a limited number of matches they want to see in order to test the candidates (e.g. to watch how a candidate manages in a match with a heavier candidate, etc.)
- The Selection Committee will then select the athletes to form the Sparring Teams in each division.

### **Power and Special Technique Breaking:**

- Members of the power breaking teams and special technique teams will be selected from athletes who have competed at the Selection Nationals in Individual categories for power breaking and special techniques breaking and who have demonstrated that they can break successfully at World Championships levels for board counts and heights.
- Other members of the Delegation may be selected to participate in the team events.
- All athletes must be present at the first team training where the CTFI Selection Committee must select 6 members (5 performers and 1 reserve) for each of the 10 following teams:
  - Junior and Adult, Female and Male Power Breaking
  - Pre-Junior, Junior and Adult, Female and Male Special Technique Breaking

### **Pre-arranged Sparring Teams Selection:**

- Any Pre-arranged sparring team wishing to qualify for the Canadian Delegation must attend the Eastern Championships or the Western Championships prior to the selection National Championships.  
At the ITF World Championships there are 3 categories:
  - Pre-Junior Male/Female/Mixed
  - Junior Male/Female/Mixed
  - Adult Male/Female/Mixed
- Only the winning team of 2 members in each of these 2 categories from each region (East and West) will qualify to compete at the Selection National Championships.
- The top Pre-arranged sparring team in each of the 3 divisions will be selected at the Selection National Championships prior to the World Championships as members of the Canadian Delegation to represent Canada at the World Championships.

- If there is no Pre-arranged sparring team from a particular division present at the qualifying Eastern or Western Championships, a new team may apply to participate in the selection National Championships. They must apply to the Eastern or Western Canadian CTFI Vice President, depending on the region they originate from. The vice president will present the application to the CTFI Executive Committee, who may or may not authorize the team to be present to compete at the selection National Championships. Applications under this special circumstance must be made to the Vice President East or West no later than 2 months prior to the selection National Championships.
- If a Pre-arranged sparring team is the only qualified team in their division present at a selection National Championships, they are not automatically confirmed for selection to the Canadian Delegation. The Pre-arranged sparring team must perform their routine in front of judges and the CTFI Selection Committee as in a regular competition. The judges and Selection Committee will determine if the Pre-arranged sparring Team has performed to a standard acceptable to represent Canada at the World Championship and decide whether or not they qualify to be members of the Canadian Delegation. The decision of the CTFI Selection Committee is final and cannot be appealed.
- Changes to Pre-arranged Sparring Team personnel  
Over the time between a regional qualifying tournament and the selection National Championships, it is possible that the personnel of a Pre-arranged sparring team may change due to illness/injury or changes in life circumstances (e.g. new jobs, moving to new area, etc.) To be considered the same team as the group that won at the qualifying tournament, a Pre-arranged sparring team may change no more than one member originally registered at the qualifying Eastern/Western Championships. The coach may also change.

NOTE: Teams that have personnel changes may be asked to perform for the Selection Committee to confirm they can still perform at a standard acceptable to the committee.

### **Individual Event Athlete Selection:**

All individual event athletes will be selected by the CTFI Selection Committee according to the following criteria:

#### **Selection National Championships**

- All athletes who compete in qualifying events will earn seeding points according to the criteria set out in appendix A, below.
- At the Selection National Championships, Black Belt Junior and Adult athletes will be seeded into the competition draws in each individual competition division using the standard placement of highest seed faces lowest seed, etc. (see Appendix B).
- For Individual Patterns categories, the draws will be run as a normal “single elimination knockout” through to the finals. Gold, Silver and 2 Bronze medals will be awarded at Selection Nationals.

- For Individual Sparring categories, the draws will be run as a normal “single elimination knockout” until the semi finals. Then:
  - The final 4 competitors who make it to the semi-finals of each category will compete in a round robin event where each athlete will compete against each of the other 3 competitors to determine the top 3 places.
  - Athletes awarded 1st, 2nd and 3rd place in the round robin groups will be the winners of the Gold, Silver and Bronze medals in each division. There will be only 1 bronze medal given at a Selection Nationals.
- Individual Sparring Categories with 3 or less competitors will automatically be run as Round Robin.

### **CTFI National Team Selection Training Camp**

- Shortly after the Selection National Championships, CTFI will hold a Selection Training Camp where the National Team will be chosen by the CTFI Selection Committee. 1<sup>st</sup> and 2<sup>nd</sup> place winners of each category at the Selection Nationals will automatically be invited to the Selection Training Camp.
- Competitors alone in their category at the Selection Nationals will qualify to attend the Selection Training Camp.
- 1<sup>st</sup> and 2<sup>nd</sup> place finishers at Selection Nationals must age qualify for the same category of competition at the coming World Championships.
- Any other athlete who did not finish in the top 2 at the Selection Nationals may be invited to the Selection Training Camp at the option of the CTFI Selection Committee.
- No athlete is guaranteed a spot on the National Team, no matter what their placing in the Selection Nationals. All athletes’ selection to the Delegation must be confirmed by assessment of the CTFI Selection Committee.

## **ATHLETE AND COACH COMMITMENTS**

To qualify for participation in the Delegation, all athletes and coaches:

- Must follow the directives given by the CTFI through the current CTFI Taekwon-do Policies and Procedures Manual.
- Must commit to have the time and funding required to participate in all training sessions as well as to the World Championships. Information on the expected training schedule and budget will be provided at the selection nationals.
- Must meet all the requirements concerning their participation in competitions and training sessions prior to the Championship.

## **GENERAL RULES FOR THE DELEGATION**

After selection to the Canadian Delegation, all members must obey the rules listed below. They must show an exemplary attitude during the period when events are held and during all the time the members of the Delegation are representing Canada. Any disrespect of the rules will be judged by the Head Coach(es) and the Chief of Delegation. Any serious case will be submitted to the CTFI selection committee.

- 1 The Canadian delegation official dobok shows the ITF crest on the left side, and the Canadian flag on the right side and the name “Canada” on the back under the taekwon-do tree, and above the belt. It must meet all requirements as an “Official” ITF approved dobok.
- 2 Any student who has not been selected as a member of the current Canadian Delegation is not allowed to wear the Canadian flag or the word “*CANADA*” on the dobok. Only officially selected members may wear the Canadian Delegation dobok at events or trainings outside of the World Championships. The Canadian Delegation dobok may be worn at events after the World Championships until the completion of selections for the next World Championships delegation.
- 3 Canadian Delegation doboks may not be worn by any competitor at the Selection National Championship. An acceptable dobok should only show the ITF crest on the left side, the club logo on the right side and the ITF designation on the back. As an option, it may also have the name of the competitor’s province on the back under the Taekwon-Do tree and above the belt.
- 4 All athletes must show proof of their current certification and rank as Black Belts under the ITF. Each competitor is responsible to produce their ITF Black Belt certificate as required.
- 5 All athletes are responsible to have all the necessary personal equipment for competition (e.g. official delegation dobok, 2 sets of appropriate coloured sparring safety equipment, etc.)
- 6 Competition in the Canadian National Championships, and membership in the Canadian Delegation is only open to current members of a CTFI affiliated school, club, Dojang or association.
- 7 The proper wearing of every uniform (dobok, training suit, ceremonial suit, etc) must respect the coaches’ instructions. These uniforms must be clean at all times.
- 8 Punctuality is required at all training sessions, meetings and competitions.
- 9 During a World Championships, any Delegation member (all ages) leaving the designated areas (hotel, competition site, etc) must receive prior permission of the Head Coach or the Chief of Delegation. This applies from the moment of arrival in the city before the event until all World Championship events, including the closing ceremonies and any “after parties”, have ended.
- 10 Any absence from a meeting or training session must be authorised in advance by a coach or trainer.
- 11 Any directive from coaches or trainers regarding curfews, bedtimes, getting up in the mornings and proper nutrition must be rigorously observed by all athletes.
- 12 Any expenses for members of the Canadian Delegation to be paid by the CTFI must be approved by the CTFI president, or the Chief of Delegation in advance. Any expense not approved in advance will not be refunded.

- 13 Instructions concerning any and all assignments for athletes (e.g. hotel rooms, competition area, etc) must be rigorously observed. Any change must be authorised in advance by the Head Coach or Chief of Delegation.
- 14 All members of the Canadian Delegation must wear the required uniform as specified by the Chief of Delegation. Members of the Canadian Delegation must not exchange the Canadian training suit with competitors from other delegations at any time before, during or after the World Championship.
- 15 Consumption of alcohol or any other recreational drugs (legal or illegal) by any coach, trainer, manager or athlete is forbidden until all World Championships events, up to and including the Closing Ceremonies, have ended.
- 16 All members of the Canadian Delegation must follow the correct etiquette in addressing seniors and officials.
- 17 Any athlete selected as an official member of the Canadian Delegation withdrawing from participation before or during the Championship for any reason other than accident, illness, or family emergency, will see their application for the next World Championship rejected.

### *CONSEQUENCES*

Members of the Canadian Delegation not following the rules listed above, in letter and in spirit, may be subject to any or all of the following consequences according to the seriousness of the offence

- immediate expulsion from the current Championship events;
- loss the privilege to wear any uniform for the Canadian Delegation (i.e. track suit, dobok);
- rejection as a Canadian delegation member for the next World Championship.



## **APPENDIX A - NATIONAL SEEDING SYSTEM**

### **PURPOSE:**

To serve as a national ranking system for all Black Belts by division in both individual Patterns and individual Sparring.

In all CTFI events, seeding points will be used to seed competitors into the draw trees for the divisions in which they enter to compete, or in the case of Free Sparring in the divisions into which they might be merged. The purpose is to reduce the chance of the top level athletes meeting early in the single knockout elimination draw. Details for how this is done are found in [Appendix B](#) below.

### **STRUCTURE:**

Seeding points can be earned at the following CTFI sanctioned championships:

- Canadian National Championships
- Canada Cup
- Eastern Canadian Championships
- Western Canadian Championships
- Can-Am Championships, North American Championships
- Provincial level events (Cup or Championship)
- International events such as: Queens Tournament, White Tiger Tournament, ITF World Cup, ITF World Championships, Viking Cup, etc.
- Other qualifying events as determined by the CTFI Board of Directors from time to time.

Seeding points will be awarded for:

- Individual Patterns by Rank  
For competition in categories for the current belt rank of the athlete (e.g. Adult Male 3<sup>rd</sup> Dan Patterns = 3500 points)
- Individual Sparring any weight category.  
Points will be aggregated for competition in any and all weight categories. This will accommodate including events where weight categories may be merged or changed from the ITF Standard weight categories due to low participation. (e.g. Junior Female Free Sparring Individual All Weights = 3500 points)

#### *Points will “decay”*

Points totals only include those earned over the previous two year period. That means seeding points earned in events more than 2 years in the past are dropped from the current total. An athlete who fails to compete in events on an ongoing basis could therefore see their seeding points total drop to zero.

*Changing Categories*

Seeding points will only count towards categories in which they were actually won. In other words, seeding points will not move with the individual as he/she moves through different categories as a consequence of aging or changing rank.

If a competitor changes categories due to age or rank (e.g. moves from 1<sup>st</sup> Dan to 2<sup>nd</sup> Dan patterns, or from Junior to Adult) then their seeding points reset to zero for their new category.

This does not apply to changing weight categories in free sparring. Points are aggregated for any weight class category in the same age group.

*Seeding Points are awarded as follows:*

<b>Event</b>	<b>Participation in Division Points</b>	<b>Points per Win</b>	<b>Finish Place Points</b>		
CTFI Nationals	400	500	1st = 5000	2nd = 3000	3rd = 2000
CTFI Canada Cup	200	250	1st = 2000	2nd = 1000	3rd = 500
CTFI Westerns/Easterns	200	250	1st = 2000	2nd = 1000	3rd = 500
Canadian Provincial Championships	100	100	1st = 1000	2nd = 500	3rd = 250
USA events (Queens, White Tiger, etc.)	100	100	1st = 1000	2nd = 500	3rd = 250
CanAm or PanAm	100	100	1st = 1000	2nd = 500	3rd = 250
Euro events (Viking Cup, etc.)	100	100	1st = 1000	2nd = 500	3rd = 250
ITF World Cup	100	100	1st = 1000	2nd = 500	3rd = 250
ITF World Championships	100	100	1st = 1000	2nd = 500	3rd = 250

NOTE: Competitors must compete in the division to qualify for any of the points. A withdrawal without competing or a “no-show” will result in zero points awarded. However, starting competition and then withdrawing due to injury will still have points awarded.

The current seeding points earned by any individual black belt (by category) over the past two years can be found on the CTFI ranking website - go to [www.ctfi.org](http://www.ctfi.org) under the heading of “Tournament Standings”.

**COMPETING UP**

Age qualification rules may cause an athlete to jump into a new age division prior to World Championships. E.g. an athlete currently 14 at the time of a Canadian National Championships may turn 15 before the next World Championships and consequently move into a different age division at the immediate next World Championships. To provide elite athletes with the opportunity to be selected for the Canadian National Team, it may be desirable for athletes to begin competing and earning seeding points in their anticipated age category in events leading up to a World Championships selection.

This is called “Competing Up”. In the example above, the athlete with age 14 may be allowed to compete as a Junior (age 15-17) at CTFI events leading up to the immediate next World Championships. Likewise, an athlete age 16 or 17 may be allowed to compete as an Adult.

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**NOTE: “Competing up” is based on anticipated age qualification only. An athlete cannot “Compete up” based on anticipated Rank.**

For specific age qualification requirements, please see Table 1 below.

“Competing up” in CTFI events will be allowed only for the following events:

- Patterns (both Team and Individual competition) in age groups Pre-Junior, Junior and Adult
- Prearranged Sparring in age groups Pre-Junior, Junior and Adult
- Power Breaking in age group Adult only (i.e. Pre-Juniors may not compete up in Junior)
- Special Technique Breaking in age groups Pre-Junior, Junior and Adult

“Competing Up” for any athletes will not be allowed in Free Sparring or in Junior Power Breaking, as there would be too great a risk for potential physical and/or emotional injury.

Table 1, below, lists the date criteria for being allowed to “Compete Up” at the upcoming series of CTFI events prior to the next immediate ITF World Championships.

As the dates of future World Championships become known, Table 1 below will be updated to reflect that information.

*Special Note:*

Athletes wishing to compete up must discuss this option with their Instructor. Those registering to participate in a CTFI event and wishing to compete up must have their Instructor send an email message to the Tournament Director ([tournamentdirector@ctfi.org](mailto:tournamentdirector@ctfi.org)) stating their intent for their athlete to compete up.

**TABLE 1 - Age Requirement for “Competing Up” Divisions**

<b><i>EVENT</i></b>	<b><i>As a Pre-Junior</i></b>	<b><i>As a Junior</i></b>	<b><i>As a Adult</i></b>
2023 Nationals April/May 2023	NA	NA	NA
2023 World Championships September 2023	NA	NA	NA
2023 Easterns November 2023	Born during calendar year 2012	Born during calendar year 2009	Born during calendar year 2006
2023 Westerns November 2023	Born during calendar year 2012	Born during calendar year 2009	Born during calendar year 2006
2024 Nationals Spring 2024	Born during calendar year 2012	Born during calendar year 2009	Born during calendar year 2006
2024 Easterns November 2024	Born during calendar year 2012	Born during calendar year 2009	Born during calendar year 2006
2024 Westerns November 2024	Born during calendar year 2012	Born during calendar year 2009	Born during calendar year 2006

## **APPENDIX B - CTFI Black Belt Competition Seeded Draw Tree System**

This appendix describes how the seeding points are used to place competitors in competition draw trees at CTFI sanctioned competitions (i.e. Easterns/Westerns/CanAms/Nationals).

This system only applies to Black Belts who age qualify for the Adult (age 18+) and Junior (age 15-17) and Pre-Junior (age 12-14) categories under the rules of the International Taekwon-Do Federation.

All Pre-Junior, Junior and Adult Black Belt category draws at the CTFI Sanctioned competitions are generated using the rules of the seeded draw system. These rules are quite straightforward and are very similar to the rules used in other major sporting events such as the NCAA basketball tournaments and professional tennis competition.

### **Why use this system?**

The goal of the CTFI using this system is to select the most skilled competitors for eventual participation in the Canadian National Delegation going to the ITF World Championships.

Under random draw or other systems, it is possible for the top 2 competitors in category to meet in the first round of competition, resulting in one of them being knocked out of the draw. This means the final results can see weaker competitors finishing in the top 4 and stronger ones not placing at all. Using the seeded draw system ensures that the most skilled competitors do not meet in the early stages of the competition.

### ***How Seeding Points are used to populate the draw trees:***

This applies only to Black Belts in age categories for Pre-Junior (age 12-14), Junior (age 15 – 17) and Adult (age 18+). For Colour Belts (all ages) and Senior/Veteran Black Belts (age 36+), see below.

When athletes register to compete in an upcoming CTFI event, their current points standings are used to determine their placement in the draw trees for their division.

The order of competitive matching follows the rule of highest seed vs. lowest seed. For example, in a division containing 16 competitors the order of draw will be: #1 seed vs. #16 seed, #2 vs. #15, and so on until #8 vs. #9.

Once competition begins, categories with more than 4 competitors will follow standard “single knockout” rules. Match winners advance and losers drop out of the competition. In this situation, if a lower seed "upsets" a higher seed and wins the match, the higher seed drops out and the lower seed advances.

Higher seeding points are placed at opposite ends of the draw tree. If the draw continues exactly as would be expected, that is all higher seeds advance, then the pairings for the second round would be #1 vs. #8, #2 vs. #7, #3 vs. #6, #4 vs. #5 and so on until the semi-final pairings (#1 vs

#4, #2 vs. #3). In Free Sparring categories, the final 4 semi-finalists move into a round robin competition. In Patterns categories, the semi-final matches are run and should result in seeing the #1 seed vs. #2 seed in the finals.

The draws for Pre-Junior, Junior and Adult Black Belts competing in CTFI events will be programmed with these rules and the competitors are simply placed into the trees in their seeded order to produce the final draw.

By following the rules of seeding, all possibility of bias or favouritism in the creation of the draws is eliminated and unlike random draws, seeded draws will always produce the same final tree no matter how many times they are done.

### **Coloured Belt, Pre-Junior and Super Senior Draw seeding**

For seeding draw trees in Coloured Belt (all ages) and Black Belt Senior/Veteran (age 36+) competition, CTFI normally follows the rules of “delayed confrontation”. This is because it is normal and desirable to have students from the same school not meeting in early rounds in the draw. Normally, where possible we consider these items in order: same family / same club.

So in the first round of competition, draws are initially seeded randomly then edited as needed to meet the delayed confrontation rules. No consideration is given for the relative skill level of the individuals.

### **You might be surprised by what you see**

Following precisely the rules of seeding can and does produce pairings that some may find unusual, particularly those used to using other rules of draw creation like “delayed confrontation”. Seeded draws give no consideration to degree of affiliation among competitors. They only consider the historic record of skill levels.

For example, if two students from the same school, even siblings for that matter, were entered in the same black belt division with one seeded #1 and the other seeded #16, the programming would have them meeting in the first round. Although this is clearly not a pleasant outcome, its occurrence is fairly rare and allowing subjective interference in the completely objective process that is at play would open the entire structure to valid criticisms of tampering and bias.

### **How “Byes” are programmed**

To work out properly, single knockout elimination trees must contain the exactly 2, 4, 8, 16 or 32 competitors (i.e. trees must be “powers of 2” or  $2^n$ ).

However, it is often difficult to arrange the draws so that they out work exactly to a “power of 2”. As a result, we often face an uneven draw. To manage this, some competitors must have a “bye” to create a tree where we end up with the required draw numbers.

A “bye” means that the competitor faces an imaginary opponent in the first flight of matches. The “imaginary” bye opponent (1 or more) is inserted to make the competitor number in the division equal to 2, 4, 8, 16, 32, etc. Of course the competitor wins the “match” and is moved up automatically to the next flight in the tree.

The allocation of byes, if left to random chance, would make the seeded trees unworkable, so byes are always awarded in order of seeded position. That is, byes are considered the lowest seeding positions (weakest competitors) in the division.

For example, if there is one bye position available to make up the even number required (competitor count = 3, 7, 15, 31) then only the top seed earns a bye. If two byes are required (competitor count = 6, 14, 30) then the top two seeds are given a bye, and so on until the draw is completed.

**What is done in the case of a seeding point tie?**

Competitors in a tied seeding point position (e.g. with 0 points) will have as their tiebreak formula those points won in the similar division they moved up from.

For example, a competitor has 10,000 in Adult 1<sup>st</sup> Dan pattern points. They were promoted to 2<sup>nd</sup> Dan and have 0 points in that division. In that case, he/she would fall below any competitor in 2<sup>nd</sup> dan patterns who had earned even 100 points in that division. However, they will be above any other competitor who currently has 0 points in that division, but less than 10,000 points from a previous patterns division.

If this does not result in a tiebreak decision, then those competitors are still tied and based on their overall position will be placed into the draw using the rules of delayed confrontation as described above. This can often happen where several competitors have zero seeding points and end up facing each other.

**Conclusion**

This appendix was written to help everyone understand how Black Belt and Colour Belt tournament draws trees are created. If you have any further questions, comments or suggestions the CTFI tournament committee would be pleased to hear from you.