



USA TAEKWONDO

# **REFEREE CODE OF OPERATIONS**

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## Article 1. Overview

1. The purpose of the Referee Code of Operations is to provide guidance and regulation for all matters related to the training, certification, promotion and administration of USA Taekwondo (USATKD) Kyorugi, Poomsae and Para referees, in accordance with the goals of the USATKD Referee Development Program, which are:
  - 1.1. To create the best trained and motivated referees in the world
  - 1.2. To develop referees at all levels through education, standardization and practical application.
  - 1.3. To certify and promote referees using a systematic approach based on participation and merit.
  - 1.4. To ensure a fair competition environment for athletes in pursuit of competitive excellence

## Article 2. Referee Committee

2. Overall responsibility for the direction and management of the USATKD Referee Development Program shall be the responsibility of the Referee Chair, reporting to the USATKD CEO.
  - 2.1. Composition of Committee
    - Referee Chair(s)
    - Vice Chair(s)
  - 2.2. The Referee Chair will be assisted in his/her technical and referee development duties by appointed Referee Vice Chair(s).
    - Various ad hoc volunteer groups and individuals as may be assembled and called upon by the Referee Chair.
    - Collectively, the Referee Chair and Vice Chairs shall be known as the “USATKD Referee Committee.”
  - 2.3. The administrative office of the USATKD Referee Development Program shall be located at the USATKD national headquarters. Administrative matters related to the Referee Development Program shall be handled by designated USATKD office personnel. In addition to other duties as may be assigned, the national office shall:
    - Maintain an accurate, up-to-date digital database of all USATKD referees—active and inactive—including Seminar attendance and tournament participation records.
    - Administer the referee certification program and issue certificates in a timely manner.
    - Assist with scheduling, travel arrangements and personnel assignments for Seminars, camps, events, etc.
    - Communicate to the referee corps details of upcoming USATKD and WT events, Seminars and camps, as well as alerts about any changes to competition rules or referee procedures.
    - Maintain an archive of referee performance evaluations (both physical and digital, when available).

### Article 3. Referee Chair

3. The Referee Chair shall be appointed by the USATKD CEO. The Referee Chair serves at the pleasure of the USATKD CEO and may be replaced at any time.
  - 3.1. The Referee Chair shall serve as the spokesperson for the USATKD Referee Committee and—in cooperation with the rest of the USATKD Referee Committee—shall coordinate all functions of the USATKD Referee Program.
  - 3.2. Working closely with the USATKD Referee Services Manager, the Referee Chair shall be responsible for all matters and decisions pertaining to USATKD referee activities, including:
    - Coordinating and conducting referee certification Seminars, training camps, webinars and other educational activities.
    - Publishing and updating all USATKD Competition Rules and communicating any changes to the Competition Rules to referees, coaches and competitors in a timely and effective manner.
    - Approving referee promotion certificates and citations.
    - Appointing referees for USATKD national and regional championships, Team Trials and, if needed, at certain USATKD-sanctioned events, as well as coordinating with World Taekwondo on the appointment of referees for USATKD-hosted international competitions.
    - Managing and directing all referee activities at USATKD national and regional championships and Team Trials, and as required, at USATKD- hosted WT competitions.
    - Evaluating and approving referees for promotion and certification.
    - Recommending and approving referees for International Referee Certification Courses and WT-sponsored international competitions, in consultation with the USATKD CEO and the Referee Director, based on criteria specified in the Referee Code of Operations. The Referee Code of Operations is meant to be used as a guideline for Referee Promotions both for USATKD promotions and WT IR courses recommendations. The Referee Chair in consultation with the CEO and the Referee director may choose to promote Referees in USATKD or recommend Referees for the WT International Referee course based on ability and their support of USATKD not on time served or USATKD referee rank.
    - Collaborating with the USATKD CEO and Referee Director on appointments to the various Referee Committees.
    - Selecting the referee representative to serve on the Competition Supervisory Board and Extraordinary Sanctions Committee at USATKD National Championships and, if needed, at certain USATKD- sanctioned events.
    - Creating, modifying, and/or amending policies in all matters related to the technical contest rules and referee certification, subject to the approval of the USATKD CEO.
    - Supporting the USATKD CEO in applying to the World Taekwondo organization to host kyorugi and poomsae International Referee Seminars and International Referee Refresher Courses.

- Building a rapport with PATU and WT.

3.3. Eligibility

- The Referee Chair shall be a U.S. citizen, currently registered as a Referee Member of USA Taekwondo.
- He/she must have a minimum of four years' history working as a USATKD referee and actively supporting the USATKD Referee Development Program.
- He/she must be an active World Taekwondo International Referee in good standing.

3.4. The Referee Chair position is a two-year assignment. Options to extend to another term will be determined by the CEO.

- Twice yearly, meet with the CEO to review performance.

3.5. Succession Plan

- The Referee Chair's responsibility is to develop and maintain a Referee Leadership succession plan by making recommendations to the CEO.

## Article 4. Referee Vice Chair(s)

4. The Referee Vice Chair(s) shall be appointed by the USATKD Referee Chair. The Referee Vice Chair(s) serve at the pleasure of the Referee Chair and USATKD CEO and may be replaced at any time.
  - 4.1. Each Referee Vice Chair(s) shall serve for a term of two years, and may be removed at any time, subject to approval of the USATKD CEO, through the Referee Services Manager. Upon completion of the two-year period, by mutual agreement and subject to approval of the USATKD CEO and Referee Chair, the term of service may be extended.
  - 4.2. The Referee Vice Chair(s) shall support and assist the Referee Chair in the performance of his/her duties. Their responsibilities shall include:
    - Assisting in the supervision of rings, weigh-in, inspection and other referee activities at USATKD national, regional championships and state championships (as needed) and, as required, at USATKD- hosted WT competitions.
    - Working closely with the Referee Chair, tournament staff and USATKD office staff on tournament management of event flow, as well as providing post-event feedback and evaluation.
    - Serving as instructors at referee certification Seminars, training camps, webinars and other educational activities.
    - Recommending referees for promotion and special recognition.
    - Advising and assisting the Referee Chairs of USATKD state organizations.
    - Assisting the Referee Chair in recommending referees for USATKD national and regional championships, as well as for USATKD-hosted WT competitions.
    - Developing and implementing an effective referee evaluation process— including written and verbal assessments for all referees and judges.
    - Administering fair, accurate and constructive evaluations in a consistent manner.
    - Conducting evaluations at USATKD National Championships, National and Regional Referee Camps and Referee Seminars, and at other events as requested by the Referee Services Manager and Referee Chair.
    - Developing and implementing a comprehensive, standardized program of referee training for sparring, poomsae, breaking, demo team competition and Para-Taekwondo.
    - Publishing and updating USATKD competition rules for all disciplines and communicating any changes to the competition rules to referees, coaches and competitors in a timely and effective manner.
    - Performing other referee-related duties as the Referee Chair may direct.

#### 4.3. Eligibility

- The Referee Vice Chair(s) shall be a U.S. citizen, currently registered as a Referee Member of USA Taekwondo.
- He/she must have a minimum of four years' history working as a USATKD referee and actively supporting the USATKD Referee Development Program.
- He/she must be an active World Taekwondo International Referee in good standing.
- The Referee Vice Chair(s) position is a two-year assignment. Options to extend to another term will be determined by the Referee Chair and the CEO.



## Article 5. Referee Certification Requirements

5. Basic requirements for USATKD referee certification are as follows:

- 5.1. Must be a U.S. citizen or permanent resident.
- 5.2. Must be a current USATKD member.
- 5.3. Must be at least 16 years old.
- 5.4. Must complete and pass USATKD-approved background check every two years (18 years and older only).
- 5.5. Must complete and pass U.S. Center for Safe Sport training every year (required for 18 years and older but recommended for all).
- 5.6. Must hold the rank of 1st Dan or higher.
- 5.7. Must be physically able to perform the activities required of a Taekwondo referee.
  - Individuals who are unable to serve as center referees due to disability or injury may be able to work as computer operator, corner judges, Technical Assistants, or Video Review Jurors.)
- 5.8. All promotions are subject to approval from the Referee Chair and CEO.
- 5.9. Provisional Certification: Red Belts Over 16 Years of Age
- 5.10. Footnotes
  - Definition of Sanctioned Events: Includes all events officially sanctioned by USATKD
  - Definition of National Championships: To receive promotion credit for Nationals, referees must work a minimum of three days at the USATKD National Championships
- 5.11. Event Credits
  - USATKD Sanctioned Events – 1 credit
  - USATKD State Championships – 1 credit
  - USATKD Regional Event (with 3+ days attendance) – 2 credits
    - Beginning June 2021 Grand Prix Series
  - USATKD Nationals (with 3+ days attendance) – 2 credits

#### 5.12. Kyorugi Referee Certification Requirements

- Requirements for D Level Kyorugi certification

Required Competencies	<ul style="list-style-type: none"><li>• Corner Judging</li><li>• Inspection</li><li>• Weigh-In</li></ul>
USATKD University Courses Required for Level or Certification Seminar	

- Requirements for C Level Kyorugi certification

Time Requirement	Minimum of 12 months at D level
Seminar/Camp Requirement	1 Seminar
Written Test	Online
Practical Test	At Seminar or associated event
Required Competencies	<ul style="list-style-type: none"><li>• Hand signals</li><li>• Center referee procedures</li><li>• Computer operation</li></ul>
USATKD University Courses Required for Level	
Sanctioned Events	Minimum of 4, including at least 1 USATKD State Championships

- Requirements for B Level Kyorugi certification

Rank Requirement	1st Dan
Time Requirement	Minimum of 18 months at C level
Seminar/Camp Requirement	1 Seminar & 1 Referee Camp
Written Test	Online
Practical Test	At Nationals
Required Competencies	<ul style="list-style-type: none"> <li>• Excellent hand signals and procedures</li> <li>• Superior match management ability</li> <li>• Basic T.A. skills</li> </ul>
USATKD University Courses Required for Level	
Evaluation	At Nationals, Grand Prix and/or Referee Camp
Sanctioned Events	Minimum of 4, including at least 1 USATKD National or Grand Prix Championships

- Requirements for A Level Kyorugi certification

Rank Requirement	1st Dan
Time Requirement	Minimum of 24 months at B level
Seminar/Camp Requirement	2 Seminars & 1 Referee Camp
Written Test	Online
Practical Test	At Nationals or Grand Prix
Required Competencies	<ul style="list-style-type: none"> <li>• Exemplary hand signals and procedures</li> <li>• Outstanding match management ability</li> <li>• Expert T.A. skills</li> <li>• Competent IVR proficiency</li> </ul>
USATKD University Courses Required for Level	
Evaluation	At Nationals, Grand Prix and/or Referee Camp
Sanctioned Events	Minimum of 6, including at least 2 USATKD State Championships and at least 2 USATKD National or Grand Prix Championships

### 5.13. Poomsae Referee Certification Requirements

- Requirements for D Level Poomsae certification

Written Test	Online (Passing Grade: 70%)
Required Competencies	Rules, Judging
USATKD University Courses Required for Level or Certification Seminar	
Must Be Able To Judge	• Taegeuk 1-8 • Keumgang • Koryo
	• Breaking

- Requirements for C Level Poomsae certification

Time Requirement	Minimum of 12 months at D level
Seminar/Camp Requirement	1 Poomsae Seminar
Written Test	Online (Passing Grade: 70%)
Required Competencies	Rules, Judging, Ring Coordinator
USATKD University Courses Required for Level	
Evaluation	At camp or event
Must Be Able To Judge	• Taegeuk 1-8      • Taebaek • Koryo              • Pyongwon • Keumgang        • Shipjin
	• Breaking • Demo Team
Sanctioned Events*	Minimum of 4, including at least 1 USATKD State Championships

- Requirements for B Level Poomsae certification

Time Requirement	Minimum of 18 months at C level
Seminar/Camp Requirement	1 Poomsae Seminar & 1 Poomsae Camp
Written Test	Online (Passing Grade: 70%)
Required Competencies	Rules, Judging, Ring Coordinator, Freestyle
USATKD University Courses Required for Level	
Evaluation	1 at camp or event
Must Be Able To Judge	<ul style="list-style-type: none"> <li>• Taegeuk 1-8 • Taebaek • Jitae</li> <li>• Koryo • Pyongwon • Chunkwon</li> <li>• Keumgang • Shipjin • Hansu</li> </ul>
	<ul style="list-style-type: none"> <li>• Breaking</li> <li>• Demo Team</li> <li>• Freestyle with Eval</li> </ul>
Sanctioned Events*	Minimum of 6, including at least 1 USATKD State Championships and 1 USATKD National or Grand Prix Championships

- Requirements for A Level Poomsae certification

Time Requirement	Minimum of 24 months at B level
Seminar/Camp Requirement	2 Poomsae Seminars & 1 Poomsae Camp
Written Test	Online (Passing Grade: 70%)
Required Competencies	Rules, Judging, Ring Coordinator, Ring Management, Freestyle, Para Poomsae
USATKD University Courses Required for Level	
Evaluation	1 at camp or event, plus 1 at event
Must Be Able To Judge	<ul style="list-style-type: none"> <li>• Taegeuk 1-8 • Taebaek • Jitae</li> <li>• Koryo • Pyongwon • Chunkwon</li> <li>• Keumgang • Shipjin • Hansu</li> </ul>
	<ul style="list-style-type: none"> <li>• Breaking • Freestyle with Eval</li> <li>• Demo Team • Para Poomsae with Eval</li> </ul>
Physical Evaluation	Poomsae Performance
Sanctioned Events*	Minimum of 8, including at least 2 USATKD State Championships and 2 USATKD National or Grand Prix Championships

#### 5.14. Dual Citizenship

- Referees who relocate to the U.S. from another country may participate in USATKD-sanctioned events, as long as they meet the requirements to become a referee as detailed in Article 5.1 through 5.7.
- Individuals who are already nationally certified referees from their native country will be evaluated by the USATKD Referee Committee at a USATKD National Championships or Referee Camp to determine the equivalent referee level in accordance with USATKD referee standards.
- The referee may then continue to develop and progress through the USATKD promotion levels.
- A WT International Referee from another country who has relocated to the U.S. may request to have their IR country of record changed to the USA.

## Article 6. Recommendation for International Referee Course

6. In order to be eligible for recommendation by USATKD for an International Referee Certification Course conducted by the World Taekwondo organization, a USATKD referee must meet the following qualifications:

	Kyorugi	Poomsae
Citizenship	U.S. citizen or permanent resident	
USATKD Membership	USATKD Referee Member	
USATKD Referee Level	A Level or B level	
Age	21 years old (by December 31 of the year the Seminar is held)	25 years old (based on year when the IR Seminar is held)
Kukkiwon Black Belt Certification	3rd dan or higher	4th dan or higher
Record of Participation	Must have participated as a Kyorugi referee at a minimum of three USATKD National Championships or Grand Slam events within the previous five years	Must have participated as a Poomsae referee at a minimum of three USATKD National Championships or Grand Slam event within the previous five years
Demonstrated Abilities	Consistent competence in weigh-in, inspection, center referee, corner judge, T.A. and Review Jury—as reflected in evaluations over the preceding three years*	Consistent competence as a Poomsae judge, Poomsae referee and ring coordinator—as reflected in evaluations over the preceding three years*
Physical Test	Must successfully pass a physical test that approximates the physical testing required as part of the International Referee certification course**	Demonstrate detailed knowledge of all Poomsae from Taegeuk 1 through Hansu, based on current WT standards and practices**
Recommendation	USATKD Referee Chair	
Approval	USATKD CEO	

\* *Effective as of January 1, 2020.*

\*\* *Test to be administered at a USATKD Referee Camp, or by special arrangement with the Referee Chair.*

- 6.1. USATKD will publish the announcement of WT International Referee Seminars and application deadlines in a timely manner. Interested referees should apply in writing, including all documentation of meeting the requirements, to the Referee Chairman, with a copy to the USATKD Referee Programs Manager.
- 6.2. A USATKD referee with dual citizenship who elects to become a WT International Referee through their native country without meeting USATKD requirements for IR recommendation will continue to be recognized at their highest USATKD referee level attained.
  - Example: An individual with New Zealand citizenship relocates to the USA and enters the USATKD Referee Program, attaining C level. Wishing to attend the WT IR Certification Course, they secure a recommendation from the NZL TKD Federation and become certified as a WT International Referee from New Zealand.
  - The referee may be selected for a USATKD-certified event, but for administrative purposes will be considered to be a USATKD C-level Referee and will receive a stipend for that level. In order to be paid at the rate for WT International Referees at USATKD-sanctioned events, they will have to meet USATKD promotion criteria up to A level.



## Article 7. Referee Seminars, Camps and Online Education

7. The Referee Chair will have full authority concerning the operation of USATKD Kyorugi and Poomsae referee certification Seminars and camps, under the direction of the USATKD CEO and will be taught by instructors who have been trained and certified by USATKD.

### 7.1. Referee Certification Seminars

- USATKD referee certification Kyorugi and Poomsae Seminars may be conducted in conjunction with all USATKD National Championships.
- National referee Seminars shall be taught by the Referee Chair, or an approved, USATKD-certified Seminar instructor.

### 7.2. Online Referee Certification Seminars

- Kyorugi or Poomsae USATKD referee Seminars shall be taught by the Referee Chair, or a USATKD-certified Seminar instructor appointed by the Referee Chair.
- Appropriate Competition Rules documents will be sent in electronic form to the hosting organization prior to the Seminar. The USATKD office will also send electronic copies of the Competition Rules to all registered Seminar participants prior to the Seminar. Seminar presentation materials will also be available online.
- Upon completion of each Referee Seminar, the instructor will present a Certificate of Participation to each of the attendees.
- All USATKD Kyorugi and Poomsae certification Seminars must be conducted using the appropriate USATKD Referee Instructor's guidelines, PowerPoint presentation and other educational materials developed and approved by the USATKD Referee Committee.
- The USATKD national office will issue appropriate referee classification certificates to all successful participants within 60 days.

### 7.3. State and Local Referee Certification Seminars

- Any organization wishing to sponsor a local USATKD referee certification Seminar for Kyorugi or Poomsae must submit an application to the USATKD Referee Services Manager at the USATKD national office. This application will be forwarded to the Referee Chair for approval a minimum of thirty (30) days prior to the proposed Seminar.
- The host organization must be a current USATKD State Association or USATKD Club member.
- The host organization is responsible for paying for approved instructor's expenses (airfare, meals, etc.) at seminar, and will be reimbursed for expenses based on the following schedule:

Number of Participants	Reimbursement
15 – 24	Up to \$200.00
25 – 44	Up to \$750.00
45 +	Up to \$1000.00

- Local Kyorugi or Poomsae USATKD referee Seminars shall be taught by the Referee Chair, or a USATKD-certified Seminar instructor appointed by the Referee Chair. The host may request to have the Seminar taught by a specific instructor; in that case, the host organization will be liable for any additional instructor travel expenses that may be incurred—such as additional airfare, etc.
- The host organization must submit a full written financial report to USATKD, itemizing the following:
  - Total number of Seminar participants and Seminar fees collected.
  - Total surcharges collected, if any; these are fees collected to help the sponsor recoup costs if there are fewer than 15 participants.
  - The seminar application and roster forms supplied by USATKD must be used for each certification Seminar. At the completion of the Seminar, all finances, applications, tests, and documents pertaining to the Seminar must be submitted to the Seminar instructor by the end of the Seminar.
- The host organization will forward all fees collected and materials to the USATKD national office and submit a full report to the Referee Chair and USATKD Referee Services Manager within ten days of the completion of the Seminar.
- Appropriate Competition Rules documents and Seminar Participation Certificates will be sent in electronic form to the hosting organization prior to the Seminar. It is the host's responsibility to a) print out an appropriate number of Participation Certificates; and b) if desired, print out an appropriate number of Competition Rule Book to distribute to participants. The USATKD office will also send electronic copies of the Competition Rules to all registered Seminar participants prior to the Seminar. Seminar presentation materials will also be available online.
- Upon completion of each Referee Seminar, the instructor will present a Certificate of Participation to each of the attendees.
- All USATKD Kyorugi and Poomsae certification Seminars must be conducted using the appropriate USATKD Referee Instructor's guidelines, PowerPoint presentation and other educational materials developed and approved by the USATKD Referee Committee.
- The USATKD national office will issue appropriate referee classification certificates to all successful participants within 60 days.

#### 7.4. Kyorugi and Poomsae Regional Referee Development Camps

- USATKD will sponsor all Referee Camps.
- USATKD will handle staffing, administrative and travel arrangements, and will bear all reasonable financial obligations of the instructors' travel, up to a maximum of \$1,250.00. (Exceptions may be made with prior approval by both USATKD CEO and Referee Chair.)
- Camps require a minimum of 25 participants. If fewer than 20 participants are registered one week before the camp date, the camp will be canceled. For camps with 20 to 25 registered participants, the hosting location may opt to cover the cost of the remaining spots.

- The host organization will be responsible for all support facilities and equipment needed to conduct the camp, including:
  - An ample-sized venue with at least two full-sized matted rings, both equipped with fully functional Protector and Scoring Systems (for kyorugi camp), or Poomsae Pro or WT approved scoring systems (for poomsae).
  - Tables, chairs, projector, screen, easel, etc. for the lecture portion of the camp.
  - Capabilities for videotaping and playback of matches or poomsae
  - A separate room for review and individual critique of videotaped kyorugi matches.
  - Athletes for sparring matches and at least 2-3 national-caliber poomsae competitors for scoring practice.
  - Administrative and logistical support—distributing Seminar supplies, collecting participant applications and fees, etc.
- The host will forward all fees collected and materials to the USATKD national office and submit a full report to the Referee Chair and USATKD Referee Services Manager within ten days of completion of the Seminar.
- The camp instructors shall be responsible for all administration, instruction and reporting involved with conducting the referee development camp, including:
  - Teaching theory and practical camp curricula.
  - Evaluation of individual matches and personal coaching appropriate to the participants' level of expertise.
  - Preparing and administering any written and/or practical tests.
  - Submitting all applications, fees, and any other paperwork to the USATKD national office within ten days of completion of the camp.
  - Making recommendations to USATKD for each participant's certification and upgrade.
- Camp participants shall be responsible for:
  - Making their own housing arrangements, the instructor and host organization will provide a list of local hotels and may be able to secure a special group rate.
  - Making their own transportation arrangements to and from the airport and hotel, and to and from the hotel to the venue, the host organization may also be able to lend transportation assistance in some cases.
  - Referees who successfully complete the camp shall receive appropriate credit towards promotion.
  - Referees may attend a camp to receive seminar credit; however, attendance will not simultaneously fulfill both seminar and camp requirements.

7.5. Seminar and Camp participation fees

- The fee for USATKD Referee Certification Seminars shall be \$50. Participants may audit the Seminar for a \$25.00 fee; no credit will be given to referees that choose to audit. (*Subject to change without notice.*)
- The fee for USATKD Referee Development Camps shall be \$35.00. (*Subject to change without notice.*)
- Registration should normally be conducted online prior to the Seminar or camp; however, instructors and host organizations will make every effort to accommodate late registration on the day of the event.
- Each level of USATKD University for Referees shall be \$35 per course.

7.6. Instructor honoraria

- Kyorugi and Poomsae Seminar instructors shall receive an honorarium of \$200.
- The head Referee Development Camp instructor shall receive an honorarium of \$200; each assistant instructor shall receive \$150. (For a 2-day camp)

7.7. Authorized expenses

- All authorized expenses for the appointed Seminar or camp instructors will be paid by the host organization upon completion of the event. If specified minimum attendance requirements are met, USATKD will reimburse the host for these expenses and for the instructor(s) honorarium.
- All funds collected for the Seminar or camp must be accounted for and remitted to USATKD. *Under no circumstances is the host to deduct any expenses from the funds collected.*
- All requests for individual reimbursement must be accompanied by receipts.
- Authorized expenses for the instructor include:
  - Air and/or ground transportation; only advance purchase coach airfare tickets will be eligible for reimbursement.
  - Ground transportation: the reimbursement rate will be determined by the current IRS standard mileage rate when the Seminar instructor chooses to drive his/her privately owned vehicle.
  - Hotel accommodations and meals; the reimbursement will be based on current U.S. Government Service Administration rates for the city in which the Seminar is held.
  - Miscellaneous expenses, e.g., parking, tolls, etc., not exceeding 20% of the total expenses of the trip (Note: Except by special arrangement, the cost of car rental will *not* be covered.)

## Article 8. Referee Staffing at USATKD Competitions

8. Referee staffing requirements will vary, depending on the size and nature of the competition. In consultation with the Referee Chair, the USATKD CEO will determine the number of referees that will be required for each event.
  - 8.1. The USATKD Referee Chair has primary responsibility for selecting qualified referees to be appointed to officiate at national events based on criteria for selection and appointment procedures.
  - 8.2. Accommodation, meals, and daily stipend will be provided by USATKD for all participating referees and duly appointed Referee Committee members.
  - 8.3. The daily stipend shall be \$120 per day for International Referees, \$90 per day for A level Referees, \$80 for B level Referees, \$60 for C level Referees, and \$50 per day for D level Referees who work the full competition day.
  - 8.4. USATKD shall provide hotel room (double occupancy), and meals to all referees appointed by the Referee Chair, from the evening before the referee's first day of refereeing through the morning after the referee's last day of refereeing.
    - USATKD reserves the right to schedule some referees to leave the event during the last day of competition, where practical, and may not provide the final night's hotel room in those cases. These arrangements will be made in advance, with agreement with the Referee Chair and the referees involved.
    - In lieu of meals, USATKD may choose to provide referees with a *per diem* allocation. The amount of the per diem will be reviewed prior to the start of each Quad by the Referee Chair and the USATKD CEO. USATKD will cover all expenses (i.e., airfare, meals, hotel and stipend) for the Referee Chair. An agreed-upon amount will be allocated and shared among the Vice Chair(s) to cover their expenses for those appointed to the USATKD event. If Vice Chairs are being utilized for a USATKD Sanctioned event, 1 Vice Chair shall be appointed for every 3 rings of the event.
  - 8.5. Additionally, USATKD shall provide airfare, lodging and meals for Seminar instructors who must arrive at national certification Seminars prior to the arrival of the appointed referees for national events.
  - 8.6. The Tournament Organizing Committee for each USATKD event has the following responsibilities:
    - USATKD (or the local organizing committee, where applicable), will arrange transportation services for all appointed referees from the airport to the hotel headquarters, and from the hotel to the airport on the day of departure; referees must provide their travel itineraries by the published deadline date.
    - USATKD or the local organizing committee will provide transportation from the hotel to and from the tournament site on the days of the competition.
    - In addition, USATKD or the local organizing committee will register applicants and will provide an appropriate venue for the on-site Referee Certification Seminar.

## Article 9. Selections and Appointments

9. Selection and appointment of referees to events run by the national office is the responsibility of the Referee Chair. The following will be considered when making appointments for these events:
  - 9.1. Must be a current USATKD Referee Member.
  - 9.2. Must have participated as a referee at a minimum of one USATKD or WT sanctioned event over the past twelve months.
  - 9.3. Must have successfully completed one of the following within the past eighteen months (or more recently when there have been substantial rule changes and upon timely announcement by USATKD): a USATKD referee certification Seminar or camp, WT IR refresher or WT-appointed event.
  - 9.4. Must demonstrate understanding of and adherence to the Referee Code of Ethics.
  - 9.5. Referees of all certification levels will be considered for USATKD Championships based on demonstrated superior performance. Evaluations from previous Championship and/or Referee Camps will be taken into account.
  - 9.6. For multi-day events, priority will be given to those who are able to work more consecutive days.
  - 9.7. Depending on the needs of the event, priority may be given to those who are certified in poomsae as well as kyorugi.

## Article 10. Recommendation for Appointment to International Events

10. For World Taekwondo-sanctioned events—including international championships, selection camps, special training, etc.—requiring NGB nomination or recommendation, the Referee Chair will prepare a list of qualified U.S. International Referees. This list will form the basis for recommendations to WT, with the number of referees determined by WT, and the order based on evaluation of skills, service to USATKD and record of participation in USATKD national events. Final determination will be made by the Referee Chair, with the approval of the USATKD CEO. All international recommendations are subject to World Taekwondo approval.
  - 10.1. Selection of U.S. International Referees for the U.S. Open will be made by the Referee Chair in consultation with the USATKD CEO and Referee Director.
    - In order to ensure a truly international competition experience, 70% of International Referees appointed to the U.S. Open shall be from non-USA countries, with no more than 30% from the U.S.
    - Selection priority will be given to those U.S. IRs who have consistently refereed at USATKD national events.
    - Dual IRs will be given priority over non-dual IRs when it is necessary.
    - Appointed referees must have attended an International Referee Refresher Course within the past three years, with priority given to those who have attended the most recent WT Refresher Course if there have been substantial rule changes.
    - National Level USATKD Referees and new IRs are encouraged to participate at the U.S. Open as Computer Operators, in order to gain experience at an international event.

## Article 11. USATKD Referee Dress Code

11. The official USATKD referee uniform shall be black suit or black slacks and black blazer, with a plain white dress shirt or blouse, and solid red tie and plain white Taekwondo or athletic shoes for USATKD Team Trials. Official referee polo shirts may replace the white shirt/blouse and red tie at the discretion of the Referee Chair.
  - 11.1. No suspenders.
  - 11.2. No hats.
  - 11.3. No use of cell phones or pagers in the competition area.

## Article 12. USATKD Referee Code of Ethics

12. All USATKD referees shall adhere to the following Referee Code of Ethics:
  - 12.1. As a referee, I will enforce the current Competition Rules in a fair and impartial manner, showing no favoritism to one competitor over another competitor.
  - 12.2. Competitor safety is of the utmost concern as I perform my duties as Referee. I will conduct myself as a professional in all of my actions during a competition event.
  - 12.3. I will not accept favors of any kind in return for my actions as a referee.
  - 12.4. I will maintain proper physical conditioning in order to be able to perform my duties and responsibilities as a referee.
  - 12.5. I will respectfully accept critiques from duly appointed referee supervisors in order to improve my abilities as a referee.
  - 12.6. I am an ambassador for USA Taekwondo and, as such, I will perform my duties in a positive and professional manner, using tact and diplomacy.
  - 12.7. I will not have any contact with competitors and coaches during the course of any tournament other than basic greetings and shall not dine or socialize with participating competitors and coaches during the course of any tournament.
  - 12.8. I will be familiar with and bound by the Rules and Regulations of USA Taekwondo, including by not limited to the Competitive Rules adopted by USA Taekwondo, the anti-doping rules and procedures adopted by the United States Anti-Doping Agency and World Anti-Doping Agency, and the safe sports rules, policies and procedures adopted by the U.S. Center of Safe Sport, as such rules may be amended from time to time.
  - 12.9. I will recuse myself from any match in which my personal or professional relationship with a contestant or coach may give an appearance of conflict of interest or lack of impartiality.

## Article 13. Protests, Sanctions and Disciplinary Matters

13. Protests, sanctions and any other formal disciplinary matters arising at USATKD- sponsored events shall be dealt with in the manner prescribed in the current version of USATKD Competition Rules. The handling of these matters shall be consistent with due process protections guaranteed by the Ted Stevens Olympic and Amateur Sports Act and by USATKD bylaws.
- 13.1. The Referee Chair and Vice Chair(s) have full authority to investigate any misconduct, violations of the rules, and/or misjudgments committed by any referee while officiating at USATKD National Championships or other USATKD-sponsored event, and to take any appropriate action deemed necessary.
- 13.2. In the case of unintentional misconduct, misjudgment or misapplication of the competition rules by a judge or referee the following actions may be taken by the Referee Chair or Vice Chair(s):
- Verbal discussion and immediate instruction and correction.
  - Verbal warning.
  - Written evaluation of misapplication of Competition Rules.
  - Temporary removal from the current ring assignment or reassignment of ring duties.
  - Recommendation for permanent removal from the competition and request to proceed with a formal Extraordinary Sanctions Committee.
- 13.3. In the case of severe or repeated misconduct, misjudgment or misapplication of the competition rules by a judge or referee the following actions may be taken by the Referee Chair:
- Verbal warning and immediate instruction and correction.
  - Written warning and evaluation report.
  - Temporary or permanent removal from current ring assignment or reassignment of ring duties.
  - Recommendation to proceed with a formal Extraordinary Sanctions Committee.
- 13.4. If a duly-convened Extraordinary Sanctions Committee finds that the referee's misconduct, misjudgment or misapplication of the competition has not been severe enough to warrant strong disciplinary action, the referee may still be required to undergo remedial training; e.g., attendance at one or more Referee Camps or Seminars, individual coaching, or other corrective training as needed.
- 13.5. If a duly convened Extraordinary Sanctions Committee finds that the referee has committed severe, repeated and/or intentional misconduct, misjudgment or misapplication of the competition rules, the following actions may be taken:
- Probation of a period not to exceed three years. During the probationary period, the referee must attend from one to three Referee Development Camps, or other training as may be required, as determined by the Referee Chair and Extraordinary Sanctions Committee. The referee may be appointed to USATKD-sanctioned events, where his/her actions and conduct will be closely monitored to determine whether errors in misjudgment or misapplication of the competition rules have been corrected.
  - Temporary or permanent revocation of referee certification. All referee certifications will be revoked, and the referee will be prohibited from participating in any USATKD referee activities.
  - Temporary or permanent suspension of USATKD membership.



- 13.6. If the referee is a WT International Referee, the Referee Chair and the USATKD CEO shall report the findings of the Extraordinary Sanctions Committee to the Referee Office of the WT, with a copy to the WT Referee Chair.
- 13.7. A referee facing an Extraordinary Sanctions Committee has the following rights:
- He/she may elect to appear before the committee with the USATKD Referee Director, or with another senior referee representative who is knowledgeable about the Competition Rules and familiar with the sanction procedure, who shall serve as his/her advocate and who will be available to offer advice and support.
  - There shall be a complete written record of the proceedings, including a full statement of sanctions and penalties.
- 13.8. If the Extraordinary Sanctions Committee determines that the referee is to be removed from the competition, USATKD may deny the referee's stipend for any days not worked but shall not revoke the referee's room and board. Alternately, USATKD may elect to compensate the referee for any incremental travel expense incurred for leaving the competition early.
- 13.9. If the referee disagrees with the finding of the Extraordinary Sanctions Committee, he/she may appeal the decision to the USATKD CEO, and the CEO may refer it to the USATKD Ethics Committee.
- 13.10. In the case of an Extraordinary Sanctions Committee, the Referee Chair must report any disciplinary or corrective action taken to USATKD National Office within five business days.

#### **Article 14. Matters Not Covered by the Code of Operations**

14. Matters and situations not covered by this Code of Operations will be resolved by consideration of similar Taekwondo precedents and interpretations of the World Taekwondo Competition Rules.
- 14.1. If the situation is not covered by the World Taekwondo rules, the USATKD CEO will make the final decision after meeting with the appropriate parties.

#### **Article 15. Amending the Referee Code of Operations**

15. The Referee Code of Operations may be amended by the agreement of the Referee Chair and USATKD CEO. All amendments shall be in writing and shall be publicized to the USATKD membership.