



Where Olympic Journeys Begin

USA KARATE

SENIOR NATIONAL TEAM TRIALS

REFEREE SELECTION POLICY

I. PURPOSE

This policy establishes a structured, fair, and consistent process for selecting officials for the USA Karate Senior National Team Trials. It ensures that selections are based on qualification, professionalism, neutrality, and experience while maintaining:

- The Chief Referee as the technical leader responsible for officiating quality.
- The Referee Committee Secretary as administrator of the entire process.
- The CEO as the final approving authority.
- The Athlete Advisory Committee (AAC) as the athlete-voice review stage.

II. GUIDING PRINCIPLES

- Quality-Based Selection — Officials are chosen for competence, professionalism, and certification.
- Ethics First — Ethics review occurs prior to governance review.
- Athlete Perspective — AAC evaluates fairness before CEO approval.
- Committee Workflow via Secretary — Each committee completes its work and returns it to the Secretary, who forwards it to the next stage.
- Clear Final Authority — CEO provides final approval after the full process is complete.



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III. ROLES & RESPONSIBILITIES

A. REFEREE COMMITTEE SECRETARY — PROCESS ADMINISTRATOR

The Secretary coordinates and administers the entire selection process, including:

1. Verifying all eligibility and compliance information (membership, SafeSport, background checks, licensure, COI-related data).
2. Providing the qualified officials list to the Chief Referee and Referee Committee at the start of the process.
3. Serving as the central handoff point: receiving completed work from each committee and forwarding it to the next committee in sequence.
4. Maintaining timelines, documentation, and recordkeeping.
5. After CEO approval, issuing all official invitations to selected referees.
6. Publishing the final list once invitations have been sent.

B. REFEREE COMMITTEE — TECHNICAL ADVISORY REVIEW

The Referee Committee:

- Reviews eligible officials for certification, technical ability, performance, and event staffing needs.
- Prioritizes WKF/PKF and USA Karate national licenses while considering qualified domestic officials as needed.
- Produces a Recommended Officials List.

When complete, the Referee Committee submits the list to the Secretary, who forwards it to the Ethics Committee.



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C. CHIEF REFEREE — TECHNICAL LEADER

The Chief Referee:

- Receives the qualified officials list from the Secretary.
- Participates in and provides technical guidance during the Referee Committee review.
- Ensures the event is staffed with competent, professional, and technically sound officials.
- Holds ultimate responsibility for the technical quality and professionalism of the officials selected for the Team Trials.

D. ETHICS COMMITTEE — MANDATORY SCREENING

The Ethics Committee conducts confidential screening for:

- SafeSport compliance
- Ethics or disciplinary concerns

Any official who does not pass screening is removed.

When complete, the Ethics Committee returns the Ethics-Cleared List to the Secretary, who forwards it to the Selection Committee.

E. SELECTION COMMITTEE — GOVERNANCE, FAIRNESS & COI REVIEW

The Selection Committee reviews only the ethics-cleared list. The committee evaluates:

- Conflict of interest indicators
- Fairness and neutrality
- Past conduct patterns relevant to officiating integrity



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The committee prepares the Final Proposed Officials List.

When complete, the Selection Committee submits the list to the Secretary, who forwards it to the Athlete Advisory Committee (AAC).

F. ATHLETE ADVISORY COMMITTEE (AAC) – ATHLETE – CENTERED REVIEW

AAC reviews the Final Proposed Officials List for:

- Athlete fairness
- Neutrality and perceived impartiality of officiating assignments

If AAC identifies concerns, the Secretary may coordinate communication with the Chief Referee, Selection Committee Chair, and Referee Committee Secretary.

When finished, AAC returns the reviewed list to the Secretary, who forwards it to the CEO.

G. CEO – FINAL APPROVAL AUTHORITY

The CEO reviews the AAC-reviewed list to ensure:

- Process completion
- Compliance with all internal requirements
- Readiness for final approval

The CEO holds sole final approval authority for the referee list.

H. REFEREE COMMITTEE SECRETARY – ISSUANCE OF INVITATIONS

After the CEO grants approval:

- The Secretary issues all official invitations to approved referees.
- Tracks acceptances and maintains communication.
- Provides the final confirmed roster to the Chief Referee for event-day assignments.



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IV. ELIGIBILITY REQUIREMENTS

A. CERTIFICATION

Priority consideration is given to:

1. WKF or PKF licensed officials
2. USA Karate National Licensed officials
3. Qualified domestic officials who meet USA Karate officiating standards

B. COMPLIANCE

All selected officials must have:

- Current USA Karate membership
- Valid SafeSport certification
- A current background check
- No pending disciplinary or ethics matters

C. EXPERIENCE

Preferred experience includes:

- USA Karate National or Regional Championships
- WKF/PKF continental or international events
- Demonstrated professionalism, consistency, and rule mastery

V. PROCESS ORDER & TIMELINE

1. Eligibility Verification — Secretary provides the qualified list.
2. Technical Review — Referee Committee completes review → sends to Secretary → forwarded to Ethics Committee.
3. Ethics Review — Ethics Committee screens → sends to Secretary → forwarded to Selection Committee.



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4. Governance Review — Selection Committee reviews → sends to Secretary → forwarded to AAC.
5. Athlete Review — AAC reviews → sends to Secretary → forwarded to CEO.
6. Final Approval — CEO reviews and approves.
7. Invitations — Secretary issues invitations and publishes roster.

VI. DISPUTE RESOLUTION

If concerns arise, the following individuals may convene to review the matter:

- Chief Referee
- Referee Committee Secretary
- Selection Committee Chair
- Athlete Advisory Committee Representative
- CEO

The final determination will be made by majority vote of these individuals.

VII. PUBLIC ANNOUNCEMENT

Following CEO approval and issuance of invitations, the Secretary publishes the official list of selected officials.

VIII. EFFECTIVE DATE

This policy becomes effective immediately upon approval by the CEO and the Team USA Athlete Commission Representative.

Approved by:

Elisa Au, Team USA Athlete Commission Representative

12/16/2025

Date

Type text here

Michael Cain, CEO

12/15/2025

Date