

EVENT SANCTIONING

Introduction

The OKF shall, in accordance with the laws and regulations of Ontario and the Ministry of Tourism, Culture and Sport, sanction events via this policy. Any Karate event to be held in Ontario shall request a sanction through the OKF and shall abide by this policy, if granted

The overriding principle in this policy is athlete safety. As well, the OKF, as the sanctioning body of Karate in Ontario, has an interest in ensuring that events sanctioned will be quality events in terms of athlete, coach, referee, volunteer, parent and spectator experience. Accordingly, the OKF, through this Policy, shall standardize Karate Events in Ontario to ensure safety and to ensure that events are planned and delivered in an appropriate manner.

To this end, the OKF oversees the sanctioning of events in Ontario. The OKF will work to establish a 'Tournament Hosting' package to be provided to any organization coordinating an event that will include this policy, along with checklists and timelines for the event organizer. These items, along with this Sanctioning Policy, shall be published on the OKF website and otherwise made available to anyone seeking an event sanction from the OKF.

1. Policy Application

1.1 This Policy shall apply to all Karate Events that are held in Ontario, as per the Laws of Ontario, which shall include, but not be limited to, Order in Council 1087 and the Sport Recognition Policy of the Ministry of Tourism, Culture and Sport as incorporated by reference in the Order in Council 1087.

2. Principles

2.1 To achieve an official sanction, certain conditions must be adhered to before OKF will be able to officially sanction a tournament or event.

2.2 Safe sport development is of paramount importance. A healthy and positive experience for athletes, coaches, referees, parents, volunteers and spectators shall be at the forefront of any event. Therefore, all events shall adhere to the Long Term Athlete Development as well as the referee standards that are followed or approved by the OKF.

- 2.3 In order to achieve these goals, every applicant for a sanction must be highly organized and have the appropriate number of volunteers in order to deliver an event that showcases Karate in the best light possible.

3. Scope

- 3.1 The scope of this policy is for karate events that are conducted in the province of Ontario.
- 3.2 The OKF Executive Committee will be responsible for final interpretation of this policy should any questionable matter or discrepancies arise, or for items not covered in this policy.

4. Definitions:

- 4.1 An “**Applicant**” shall mean any Organization who applies for a sanction for a Karate event.
- 4.2 An “**Event**” refers to the gathering of participants for training or competition, which adhere to a style specific or approved and published set of competition rules and regulations. Also, and approved method for certifying Judges and Referees. This specifically excludes regularly scheduled training.
- 4.3 A “**Medical Support team**”, required at all events must consist of a multi-disciplined medical crew consisting of at least one individual per two rings adequate to safely administer treatment for the number of competitors present at the event as per OKF Safety Standards.

5 Application and Evaluation Procedure

- 5.1 Any Applicant may apply, as per this Policy, for an Event sanction. The OKF shall post online a Sanctioning Package that will include all of the materials necessary to apply.
- 5.2 Applicants shall submit a Sanctioning Package to the Event Sanctioning Committee at least 60 days prior to the event that is to take place. As per the Ministry rules, the OKF is obligated to notify the Ministry of the sanctioned event no later than 30 days before the event is to be held.
- 5.3 Clubs are permitted to only submit one event application at a time.
- 5.4 A club wishing to submit an application for another event date may do so once the previous application has been approved. Any subsequent events must comply with all the sanctioning policies. A club is permitted to request more than one event per

year; however each event application can only be submitted once the previous event(s) have been approved.

- 5.5 OKF has priority over use of referees and officials and all necessary tournament equipment for their events. Therefore 60 days notice is required for sanctioning for any other event.
- 5.6 Applications will not be accepted without a full Sanctioning Package submitted in full and on time according to published deadlines. In the event an Application is deemed incomplete, the Sanctioning Committee shall notify the Applicant as soon as possible so the Applicant may re-submit a complete Application.
- 5.7 Event sanctioning fees will be set annually by the Sanctioning Committee, in cooperation with the Tournament Director and BOD.
- 5.8 For certain events, the organizing group shall have a Chief Official appointed or approved by OKF that will have the responsibility of being in charge of the officiating of the tournament and have over-sight of all its officials. The organizing group can request the appointment of a Chief Official by OKF or can designate that the highest licensed official from participants be appointed as such.
- 5.9 Sanctioned OKF events do not permit alcohol to be served or present within the designated competitive area.
- 5.10 OKF Members/Participants are not permitted to be involved in any capacity (eg. officiating, coaching and/or competing) at any combative sport event in Canada, which is not sanctioned by a government recognized PSO/TSO.
- 5.11 Competitive athletes involved in events under a different government recognized sanctioning authority may not be covered by the OKF insurance policy and participate at their own risk.
- 5.12 Proof of liability insurance as outlined in the Sanctioning Application (if Host Club/organizer has additional liability insurance) must be submitted with the application. As well, the OKF shall be named as an additional insured on the Certificate of Insurance.
- 5.13 As part of the Sanctioning Package, Applicants shall complete and submit an Indemnification Agreement with the OKF.
- 5.14 The Event Sanctioning Committee, after reviewing the Sanctioning Package submitted, has the authority to grant or deny the sanction. This decision shall be based on a number of factors. These factors are as follows:

The number of expected participants;
The number of volunteers;
The safety standards of the Applicant as outlined in their rules and policies;
The medical team of the Applicant;
The rules of the Event as published by the style organizing the event;
The number of referees and their certifications; as required by the style organizing the event
The venue where the Event is to be held;
The date of the Event;
The name of the Event;
Previous performance of the Applicant with respect to past Events.
All event communication and promotions clearly indicate that the event is sanctioned by OKF

The organizer will ensure that all event communications and promotions clearly states that this is a karate event and no other combat sport terms are used. The sole exception to be if the organizer has shown on their sanctioning application that they are applying for dual sanctioning from the relevant PSOs (proof will be required prior to the event).

- 5.15 The committee will review the Sanctioning Package, which must be filled out in full. The information included shall be adequate enough for the committee to make an informed decision on the tournament with the assurance that safety, inclusivity and fair play guidelines will be respected by the host club and that risks will be managed.

6 Appeals Process

- 6.1 Should an applicant disagree with the decision of the OKF Event Sanctioning Committee regarding sanctioning for an event, they may file an appeal with the OKF Appeals Committee. For further information on the appeal process, refer to the OKF Appeals Policy.

7 Safety Standards and Risk Management

- 7.1 Mandatory for all karate competitions:
- Events must comply with the World Karate Federation Rules or published style specific rules, example JKA, Chito Ryu etc.
 - All competitions may have at least (1) one designated, eligible representative from OKF present at the competition.
 - Tournament must meet minimum OKF or Style Specific Safety Standards.
 - Out of province competition registrants must provide verification of insurance coverage from their specific club/association prior to competing

- All athletes competing must complete the appropriate waiver form and be made available to the OKF designated representative . By completing the form, athletes take full responsibility and certify they are fit to compete.
- Competition area must be unobstructed by competitors, judges/referees and coaches.
- Divisions must be structured by level, age, weight/height and gender for fair play and injury prevention.
- Competition area as defined by WKF rules or style specific rules.
- Mandatory Equipment and Uniform as per WKF rules or style specific rules.
- In the event of a serious accident/injury, the tournament medical personnel must file a copy of their injury report OKF within seven (7) days of tournament completion.

8 Upon Sanction

- 8.1 Once sanctioning has been granted, the Style Organizing group is authorized to:
- Use the OKF logo on Tournament promotional materials.
 - OKF official banners may be supplied by OKF and displayed in a visible area of the tournament venue for the duration of the tournament.
 - It is the responsibility of the Style Organization group to coordinate and oversee all event operations according to the policy and procedures as required in the Application Package. OKF, in providing sanction, is granting the authorized use of our name, logo for the specific event, and to ensure minimum safety standards are met.