



*Guideline to Obtain
Ontario Karate
Federation
Officiating Licenses
as of October 2020*

OFFICIALS HANDBOOK

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1. Objectives of the Ontario Karate Federation Officials Committee

1. The Ontario Karate Federation is focused on improving the promotion and accessibility of the sport of karate to its members. The aim is to improve participation at the entry level; to enhance development programs for officials; and to be recognized for the excellence of our members at all levels.
2. Set up provincial standard for the provincial tournaments, to ensure the best performing athletes at the Provincial tournaments are fairly selected in accordance with the World Karate Federation (WKF) Rules, as modified by Ontario Karate Federation (OKF).
3. Coordinate and proactively ensure the development and upgrading of OKF officials to achieve a national and international (WKF standard).
4. Provide provincial & national level officials with requisite knowledge for provincial, national and international through OKF official clinics.
5. Develop and deliver Provincial standardized training tools and aids for teaching officiating.
6. Encourage and help facilitate officials to participate in provincial, national and international or any WKF sanctioned championships.
7. Acquire and maintain national & international certification.
8. Maintain a current database of all qualified OKF officials.

The Ontario Karate Federation Officials Committee (OKF OC) oversees the training and development of all provincial level officials. It sets the standards for OKF officiating, and supports provincial officials' development. The members of the committee participate in international officiating seminars and tournaments, in order to be current with the latest developments and interpretations in the rules of competition.

In addition, they monitor the progress of OKF official's at all national and major international championships.

2. Criteria for Obtaining Ontario Karate Federation Official Licenses

As a pre-requisite, all OKF level officials must hold a minimum Sho-dan (for junior officials start from Brown belt), and must be in good stand with OKF. There is also a minimum age requirement, as set out below.

Official Qualifications – Kumite

Qualification	Dan Rank*	Minimum Age
Referee A	1	18
Referee B	1	18
Judge A	1	17
Judge B	Brown Belt	16

Official Qualifications – Kata

Qualification	Dan Rank*	Minimum Age
Judge A	1	18
Judge B	1	17
Judge C	Brown Belt	16

- *Dan rank refers to OKF Dan rank or Dan rank received from a KC recognised style association.
- * Exceptions can be made according to circumstances and unanimous OC/Board approval.
- No exceptions can be made regarding minimal entry level qualifications.
- Attendance to the Provincial tournaments will be recorded.
- PKF and WKF minimum age is 25 years old with rank of 2nd Dan.

Minimum Test Scores – Kumite

Level	Written Theory	Practical <small>Competency measured in Pass/Fail</small>
Referee A	≥ 90%	Practical competence
Referee B	≥ 90%	Practical competence
Judge A	≥ 85%	Practical competence
Judge B	≥ 80%	Practical competence

Minimum Test Scores – Kata

Level	Written Theory	Practical <small>Competency measured in Pass/Fail</small>
Judge A	≥ 90%	Practical competence
Judge B	≥ 90%	Practical competence
Judge C	≥ 80%	Practical competence

2.1 Practical Performance of Kata

Candidates will review 8 Kata and rank from highest to the lowest. In all cases will be evaluated according to WKF Kata Rules.

- Judge C 4 out of 8 correct
- Judge B 5 out of 8 correct
- Judge A must answer 6 out 8 correct

2.2 Practical Performance of Kumite

Candidates will be observed his /her practical test during official clinic with provincial athletes or be evaluated during provincial tournaments.

3. Provincial Attendance Requirements

1. Is a member in good standing of OKF
2. Provincial Officials must renew their license at a minimum of every 2 years, with renewal occurring by way of written test.
3. Provincial Officials must attend provincial tournaments as minimum 3 out of 5 tournaments at a minimum of every year.
4. International Officials with an active and valid license are exempted from renewing by way of written test.
5. All OKF officials are expected to attend 1 provincial clinic per year.
6. Extenuating circumstances for non-attendance may be considered by the OKF OC/Board.
7. Holds valid OKF Judge A Kata and OKF Kumite Referee A licenses and participate KC summit or KC regional official clinic and past written and practical test on that year
8. Has been actively officiating in Ontario, other provincial

4. Responsibilities of Provincial Officials

Kumite Judges and Referees

Referee A	All officiating functions
Referee B	Referee and judge elimination, repechage and bronze medal bouts
Judge A	Judge elimination, repechage and bronze medal bouts
Judge B	Judge elimination bouts and assist with scorekeeping, timekeeping and charting*

*As required exceptions will be made according to circumstances and OKF OC/Board approval.

Kata Judges

Judge A	All officiating functions
Judge B	Judge elimination, repechage and bronze medal bouts
Judge C	Assist with scorekeeping, timekeeping and charting*

*As required exceptions will be made according to circumstances and OKF OC/Board approval.

4.1 Tatami Managers

Tatami Managers (TM) will be responsible for the smooth running of the competition in one ring in accordance with WKF rules (as modified by OKF). To ensure this:

- Each ring will have a TM and if numbers allow an evaluator.
- The TM will be appointed by the OKF Board or Tournament Director.
- The TM may be appointed to the appeals jury.
- The TM may appoint officials to perform video review (if applicable).
- The TM may officiate and should do so where sufficiently qualified officials are not available to perform their respective duties.
- The TM will assign officials to each task as democratically as possible, subject to performance standards.
- TM is to maintain a complete and legible record of all ring assignments under their jurisdiction.
- OKF OC members will retain the ring assignment record for each ring for review at the end of each tournament day.
- The TM and /or evaluators will prepare a confidential report at the end of each day on the performance of candidate officials using the appropriate forms. The daily report will also include areas that require further education.
- The TM will guide, encourage and positively mentor the officials under their care.
- The TM will deliver positive feedback and practical advice in areas requiring improvement to all officials under their care.

4.2 Evaluators

The function of evaluators is to assess the practical and theoretical performance of candidate officials during the practical test and during the provincial tournaments.

Evaluators will include the observations of the TM in their final recommendations. All members of the OKF OC are considered as evaluators, however more may be appointed by the OKF OC/Board as needed.

4.3 Purpose of Provincial tournaments

The purpose of the provincial tournament is to select the best athletes for the provincial Team. With that in mind, the OKF OC will task officials to function in their respective roles to ensure the fair determination of the best performing athletes at each tournament.

International Officials will be used in medal rounds whenever possible. To avoid any conflict it is official responsible to notify Tatami Manager if athlete is from the same club or related to official.

Without limiting the purpose of the tournaments:

- Each official will be tasked with a fair share of officiating commensurate with their experience and skill level.
- The OKF OC will support and provide a positive experience for all officials at the provincial tournaments and official clinics.

Senior OKF officials will support and provide a positive experience for all OKF officials at Provincial, National or international championships or clinic.

Officials will be provided opportunities to give feedback to the OKF OC about their experiences at clinics and at the tournaments.

5. Code of Conduct

All OKF Officials must adhere to the Ontario Karate Federation Code of Conduct available on OKF's website under "About us" Policy and constitution.

<https://www.ontariokarate.org/policy>

6. Conflict of Interest

All OKF Officials must avoid conflicts of interest and at all times adhere to the Ontario Karate Federation Conflict of Interest Policy available on OKF's website under "About us" Policy and constitution.

<https://www.ontariokarate.org/policy>

7. Ontario Karate Federation Official Certification Clinics

The OKF has a mandate to conduct official clinics, 6 times per year conduct with minimum 10 member of OKF.

The OKF may hold additional official clinics at its discretion, such as at the OKF Summit, or prior to any OKF tournaments.

If there is no tournament available with sufficient quality athletes to evaluate officials, the OKF will make efforts to use provincial level competitors as much as possible in the evaluation of officials at the official clinics.

As much as possible, the OKF will make efforts to conduct all practical examinations of officials at the official clinics or during Provincial tournaments.

Provisional licenses will be re-confirmed at the tournaments, to be evaluated on the basis of standards as determined by the OKF.

7.1 Fees

The following fees are payable for all OKF Official Certification Courses:

- Participation at official clinics: \$60
- Additional Examination Fee: \$90

Hosting may charge an additional fee for attendance at regional clinics (see OKF Officials Clinic Hosting Guidelines for more information on regional clinic).

8. Provisions for Foreign Licensed Officials from WKF affiliates

8.1 WKF Officials

Any WKF official who are resident in Canada and joins OKF with current license and shown actively officiating internationally shall be automatically recognize and accepted as qualification that supersedes provincial licenses. Such individuals will be permitted to officiate as a Referee or Judge upon producing a valid and current WKF passport for OKF OC scrutiny. The OKF OC will be responsible for ensuring that the practical performance of such individuals in provincial tournaments meets OKF standards.

8.2 Continental Officials

Any continental official who are resident in Canada and join OKF with current licenses and shown actively officiating continentally such as Pan American Karate Federation (PKF), European Karate Federation (EKF), Asian Karate Federation (AKF), Oceania Karate Federation (OKF) or Union of African Karate Federations (UFAK) shall be automatically recognize and accepted as qualification that supersedes provincial licenses. Such individuals will be permitted to officiate as a Referee or Judge upon producing a valid and current continental passport for OKF OC scrutiny. The OKF OC will be responsible for ensuring that the practical performance of such individuals in provincial tournaments meets OKF standards

8.3 Foreign National Officials

Officials with a National qualification from another country and who immigrate to Canada shall produce proof of such qualification and undergo both Theory and Practical examinations at their own expense at the level indicated in their submitted proof source. In the event that such persons do not match or exceed OKF standards, they will be awarded an officiating commensurate with their eligibility criteria, test performance, and may officiate at that grade.

8.4 Temporary Visitors/Guest Officials

Temporary visitors/Guest Officials with no residency status in Canada may officiate at OKF team selection events with proof of their qualification and may function as per their license.

9. Attendance at National Certification Clinics

Only officials with a full OKF License (Referee A Kumite / Judge A Kata) are eligible to attempt KC official clinics, Courses, KC Championships.

A written statement of intent must be send in any format to the OKF OC/Board no later than 60 days before KC championship

9.1 Attendance at PKF and WKF Certification Clinics

Only officials with a full National License (Referee A Kumite / Judge A Kata) are eligible to attempt achieving international qualifications at International Championships or Courses, according to the following conditions:

1. A written statement of intent must be sent in any format to the OKF OC/Board no later than 95 days before the WKF World Championships or 65 days before Pan-American Championships and other WKF events, requesting permission to participate in international training courses with the intent of achieving a qualification and to officiate in the championships. The OKF OC /Board will then communicate the applications to the Karate Canada KC OC.
2. A PKF/WKF course form must be completed and include a passport-sized photograph. Each candidate is responsible for submitting the course form at the examination.
For WKF courses, after notice has been given to the KC OC, the KC OC shall scrutinize the applications in consultation with the KC Executive and notify the applicant in writing whether they are approved to take the examination.
3. KC will partially subsidize such activities of fully qualified KC Referees and Kata Judges from time to time, subject to available funding, achievement of qualifications and reports from the PKF/WKF regarding performance standards.
4. National B officials (Referee B Kumite and Judge B Kata) may not test at international events under any circumstances, but may attend international courses without funding, subject to conditions 1 and 2 above.
5. No one may participate in PKF/WKF without the written approval/stamp of the KC President. To do so will invoke penalties up to and including expulsion from KC.
6. Any official who wishes to challenge for a WKF license, must have at a minimum license of PKF Judge B Kata/Kumite.
7. Any candidate wanting to attend PKF/WKF certification clinics must have prior approval of the KCOC.
8. KC encourages all National officials to participate in WKF international events (for example K1 or Golden League events). In order to participation KC only requires officials to give the KCOC prior notice of their attendance.

10. Official ratio to athlete

Each club must have a representative as an official 1/15 ratio (every 15 athletes participate in each tournament expected to have 1 official).

11. Coaches to attend official clinics

Coaches will benefit from official clinics and will help them to understand rules better. Each coach must take minimum Kata Judge B and Kumite Judge B.

12. Modifications from WKF Rules

The Ontario Karate Federation Officials' Committee implements the rules of the World Karate Federation, with a minimum of modification.

OKF modifies the WKF Rules at Provincial events as follows:

1. Groin Protection: It is mandatory for male competitors to wear groin protectors in Kumite competition.
2. Head Gear: It is mandatory for under 14 years old Kumite competitors
3. Club crest or style crest can wear during team selection instead of national flag but not Provincial or National flag allowed during any OKF team selection

OKF Board/Officials Committee may disbar any officials or competitor who does not comply with this regulation.