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## Kyorugi Swiss Championship Organisation Rules

### Preamble

The following rules define the minimum standards and assignment of responsibilities for the organisation of Kyorugi Swiss Championships.

The purpose of this User Guide and Specifications document is to provide organizing clubs with comprehensive instructions and standards for hosting the Swiss Kyorugi Championship. This guide aims to ensure that the national championship is conducted consistently, safely, and in accordance with the regulations set forth by Swiss Taekwondo and World Taekwondo (WT). By adhering to these guidelines, clubs will help maintain the high standards of competition and athlete welfare, while promoting the sport of Taekwondo in Switzerland.

### Definitions

ST	Swiss Taekwondo
Organiser	Taekwondo Club member of Swiss Taekwondo awarded the organisation of Kyorugi Swiss Championships.

### Notice and Assignment of Organisation of the Poomsae Swiss Championship

Club wishing to organize the next Swiss National Championship need to apply to the ST Board at least 1 month before the General Delegate Assembly. Upon review of the proposition, the ST Board will either confirm or deny presenting the club as a candidate for the organisation of the Swiss Championships at the General Delegate Assembly.

Information that needs to be provided for the application:

- Identity of the Organiser and Person in Charge
- Proposed Systems Manager
- Proposed Registration website and system
- Proposed Video Streaming service
- Proposed Equipment provider
- Proposed location

When it has been approved that a club will be organizing the Swiss National Championship, this club will have to plan a date and communicate it to the Executive Board members of Swiss Taekwondo, at least 8 months before the day of the event. This date will be then updated in the official agenda of Swiss Taekwondo website, as well as communicated to all clubs affiliated to Swiss Taekwondo.

### Venue Requirements

Min. Field of play dimensions	45 m by 30 m
Requires Spaces	2 doping control rooms (with toilet facilities)
	2 weigh-in rooms
	1 Referee meeting room
	Cafeteria / Lunch Room
Required Services	dedicated WiFi networks with live streaming possibilities, sound system
Transport	Public Transport, Parking
Medical Staff	1 Ambulance (Mandatory)
	1 Medical Station (at least one medical doctor and at least two EMT and one registered nurse standby at all time (four (4) medical personnel per each medical station)

### Officials

OVR / IVR / Equipment Provider	Covered by Organizing Committee
International Referee	50% OC, 50% ST
	150 CHF per day + 50 CHF transport
	2 nights stays, +1 if Poomsae Referee
National Referee	50% OC, 50% ST
	100 CHF per day
	If the referee is living +100km far from the venue or if the referee is assigned at the Weigh-In the day before, then 1 stay. +1 if Poomsae Referee
Referee Chair and Technical Delegate	50% OC, 50% ST
	200 CHF per day
	1 nights stay

### Fee Reimbursement

Swiss Taekwondo (ST) will reimburse 50% of the fees listed in the provided table upon receiving official proof of payment. The Organizing Committee (OC) must send this proof to the Technical Delegate of the competition for verification and validation.

### Hotel Booking Reimbursement

ST will reimburse 50% of hotel booking fees for referees, up to a maximum of 100 CHF per night. Double rooms (for same gender) are recommended to be prioritized for national referees to optimize cost and accommodation arrangements.

## Competition Hosting Expenses

The Organizing Committee is responsible for covering all expenses related to hosting the competition. This includes, but is not limited to:

- Hiring external contractors for Online Video Replay (OVR) and Instant Video Replay (IVR) systems.
- Procuring Daedo PSS, KPNP and other necessary equipment.
- Engaging various contractors and suppliers needed to successfully host the event.

By adhering to these policies, organizing clubs can ensure that financial responsibilities are managed effectively, allowing for a successful and well-supported Swiss Kyorugi Championship.

## Competition Area

The host club must adhere strictly to the Field of Play requirements as per Swiss Taekwondo (ST) guidance. The following criteria must be met:

### 1. Contest Area

- At least 4 contest areas (for maximum 300 entries) and one warm up area

### 2. Shape and Size:

- Only octagonal-shaped competition areas are allowed.
- Roll-up mats or standard mats are permissible for the competition floor.
- ST will provide 4 courts. The Organiser arranges and pays for their transportation, installation, removal and transport back to their storage location

### 3. Barriers:

- High-quality barriers must be used to delineate the Field of Play.
- Barriers should be constructed on both sides of the technical officials and the athletes, ensuring at least a 2-meter distance from the public.
- All tables within the Field of Play should be securely barriered off to prevent unauthorized access and ensure safety.

### 4. Screens:

- Number of Screens: Each court must have 2 screens.
- The screens must be large enough to be seen by the referees and the public.

### 5. Tables and Chairs:

- At least 2 tables per court, 3 tables for Referee Chair and OVR, 1 table for Inspection Desk, 2 tables for Medical Staff
- At least 6 chairs per court, 4 chairs for Referee Chair and OVR, 2 chairs for Inspection Desk, 4 chairs for Medical Staff

### 6. Miscellaneous:

- Swiss National Anthem, flags, sound system.

By following these detailed requirements, the organizing club can ensure a professional and secure environment for the athletes, officials, and spectators, contributing to the smooth and successful conduct of the Swiss Kyorugi Championship.

### **Opening Ceremony**

The Opening Ceremony must respect the correct order and it should not be longer than 20 minutes.

- 1) Swiss Taekwondo President
- 2) Ambassador of Republic of South Korea
- 3) Municipality
- 4) Organizing Committee

### **Referees & Coaches**

#### **Referee Requirements**

- Accommodation if needed and Food
- Each court must have at least 6 referees.
- This includes 1 international referee who will act as the team leader and 5 certified national referees.
- Clubs are required to provide 1 certified referee for every 10 athletes they enter into the event.
- If a club fails to provide the required number of referees, they must pay a fee of 150 CHF to Swiss Taekwondo.
- Clubs that neither provide referees nor pay the required fee will not receive accreditation cards and will be barred from participating in the Swiss Championship.

Swiss Taekwondo will provide:

- a) Support and advice to the Organiser
- b) At least 6 referees per competition area
- c) The Referee Chairman and Technical Delegate

#### **Coach Participation**

- Only certified active coaches are permitted to participate as coaches during the Swiss National Championship.

These requirements must be clearly communicated through the event outline to ensure all clubs are aware of their responsibilities and the consequences of non-compliance.

By enforcing these staffing and participation requirements, Swiss Taekwondo aims to maintain high standards of officiating and ensure the smooth operation of the Swiss Kyorugi Championship.

### **Outline**

The Organiser will publish the competition rules after review and approval by ST Board at least 6 months before the date of the Poomsae Swiss Championship.

Please refer to the existing template to update the outline.

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## **Medals**

1. **Non-Personal Representation:** Medals must not depict any individual person.
2. **Gender Neutrality:** Medals must not represent a specific gender.
3. **Symbolic Elements:** Use symbols or elements that represent the sport of Taekwondo, Swiss culture, or the spirit of competition and sportsmanship.

By adhering to these guidelines, the design of the medals will ensure inclusivity and neutrality, celebrating the achievements of athletes without representing any specific person or gender.

## **What to do ?**

The “What to do” template is included to help you anticipate the various steps needed to set up your event. It lists the main (non-exhaustive) actions to be carried out before, during, and on the big day.

## **How much does it cost ?**

This step is necessary and essential for the organization and execution of the tournament. It also helps to define the expenses related to this event and to better target your subsidy request.

See proposed template which highlight the general budget point of the competition.

## **Recording of Results in the Mudopass**

The Organiser shall procure that the results will be either available to be downloaded from the competition registration website online in the form of “stickers” or shall provide a table at the competition site to record results for the participating athletes in their Mudopass.

## **Exceptions to these rules**

Any deviation from the World Taekwondo guidelines on competition area and set, as well as any deviation from these Rules need to be approved by ST prior to the competition.

Swiss Taekwondo, 2024