



Karate Nova Scotia (KNS)

Official Handbook

Information provided and approved by:

KARATE NOVA SCOTIA Official Committee

Aims, Objectives and Responsibilities

1. Coordinate and proactively ensure the development and upgrading of Karate Nova Scotia officials.
2. Provide participants with significant knowledge and understanding of the relationship between officials and quality of competition.
3. Prepare individuals to function as officials in Regional, Provincial and National competition.
4. Ensure the provision of trained and qualified Karate Nova Scotia officials at Grand Prix and regional(Atlantic) tournaments.
5. Design and develop training tools and aids for teaching officiating.
6. Design a framework for officiating legacy for the future
7. Acquire and maintain the highest certification possible.
8. Maintain a current database of all qualified Karate Nova Scotia officials.

The Officials Committee oversees the training and development of all provincial level officials. It sets the standards for Karate Nova Scotia officiating, and supports regional officials' development. The members of the committee participate in National officiating seminars and tournaments in order to be current with the latest developments and interpretations in the rules of competition. In addition, they will monitor the progress of Karate Nova Scotia officials at all Grand Prix and Regional Championships.

Basic Requirements

Level	Dan rank	* Experience	Min. Age
A	1 st	one year	18
B	1 st	one year	16
C	1 st /1kyu	one year	16

* Experience at current level before eligible to challenge for next level

Official Responsibilities

Level	Responsibilities	
	Kata	Kumite
A	All positions including Tatami Manager and Match Supervisor	All positions including Tatami Manager and Match Supervisor
B	All positions for non-elite categories. Non-critical matches for elite categories	All positions including referee for non-elite categories. Non-critical matches for elite categories including referee
C	All Judge 2, 3, 4 or 5 for non-elite categories. Judge 2, 3, 4 or 5 for non-critical matches in elite categories	All Judge 1, 2, 3 or 4 for non-elite categories. Judge 1, 2, 3 or 4 for non-critical matches in elite categories

Note: This schedule is a general guide to use when qualified personnel are available. Otherwise it is the responsibility of the Tatami Manager(TM) and Chief referee to insure the most qualified officials are given the most crucial positions.

Test Results

Level	Written	Practical
A	90%	*
B	80%	*
C	70%	*

* The practical component of the exam will be conducted through observation at provincial level clinics or tournaments.

Powers and Duties

TATAMI MANAGERS

The Tatami Managers powers and duties shall be as follows:

1. To delegate, appoint, and supervise the Referees and Judges, for all matches in areas under their control.
2. To oversee the performance of the Referees and Judges in their areas, and to ensure that the Officials appointed are capable of the tasks allotted them.
3. To order the Referee to halt the match when the Match Supervisor signals a contravention of the Rules of Competition.
4. To prepare a daily, written report, if necessary on the performance of officials under their supervision, together with their recommendations, to the Officials Committee.

REFEREES

The Referee's powers shall be as follows:

1. The Referee ("SHUSHIN") shall have the power to conduct matches including announcing the start, the suspension, and the end of the match.
2. To award points based on the decision of the judges.
3. To stop the match when an injury, illness or inability of a contestant to continue is noticed.
4. To stop the match when it in the Referee's opinion has been a point scored, a foul committed, or to ensure the safety of the contestants.

5. To stop the match when two or more judges have indicated a score or Jogai.
6. To indicate fouls observed (including Jogai), thus requesting the consent of the judges.
7. To request confirmation of the judges' verdict in instances where there may, in the referee's opinion, be grounds for the judges to re-evaluate their call for warning or penalty.
8. To call the judges for conference (SHUGO) to recommend Shikkaku.
9. To explain to the Tatami Manager or Officials Committee, if necessary, the basis for giving a Judgement.
10. To issue warnings and impose penalties based on the decision of the judges.
11. To announce and start an extra bout when required in team matches.
12. To conduct voting of the Judges, including his own vote, (HANTEI) and announce the result.
13. To resolve ties.
14. To announce the winner.
15. The authority of the Referee is not confined solely to the competition area but also to all of its immediate perimeter.
16. The Referee shall give all commands and make all announcements.

JUDGES

The Judges (FUKUSHIN) powers shall be as follows:

1. To signal points scored and Jogai on their own initiative.
2. To signal their judgement on warnings or penalties indicated by the Referee.
3. To exercise their right to vote on any decision to be taken.

Respect

1. Respect the staff

All KNS officials are volunteers but must respect that all other support staff that make the Provincial events successful are also volunteers. We must understand and accept that we all have specific tasks and functions, without which an event could not run and that no function is any more or less valuable than any other. The smooth running of a match and match area is closely intertwined with the relationships among the technical officials, referees, judges, physical plant, administrative and other staff who have donated their personal time for the benefit of KNS.

2. Respect the athletes

To show respect for athletes, officials must constantly study and strive to improve officiating skills.

3. Respect the rules

Given that most KNS officials are also instructors and the pool of officials at KNS competitions is often quite limited. Officials are often put in the position of having to judge their own students. Such situations are clearly a conflict of interest and all reasonable steps should be taken to avoid them. If suitable resources are not available to resolve this, the parties involved should declare this to the Tatami Manager and request to be posted to the least critical position of the match(es).

Attendance requirements

Level	Requirements
A	Must attend at least 1 certification clinic every 2 years. Must officiate at least 3 KNS sponsored or recognized tournaments per year.
B	Must attend at least 1 certification clinic per year. Must officiate at least 3 KNS sponsored or recognized tournaments per year.
C	Must attend at least 1 certification clinic per year. Must officiate at least 3 KNS sponsored or recognized tournaments per year.

Code of Conduct

Karate Nova Scotias' code of ethics

I will:

- study the rules and mechanics of the tournament; observe the work of other officials; actively seek constructive criticism from my colleagues; and will constantly seek to improve my skills as an official ;
- have and maintain sound physical condition. I will have regular physical examinations to assure myself and my associates of my physical capabilities ;
- remember that while my work as an official is important, I must conduct myself in such a way that attention is drawn, not to me, but to the athletes. I will bear in mind that the sport is more important than the wishes of any individual athlete, coach, instructor, school owner, or the ambitions of an individual official ;
- report in a timely fashion for all meetings and assignments, be prepared to participate fully until the last match; and attend all debriefing sessions prior to dismissal ;
- dress and maintain my appearance in a manner befitting the dignity and importance of the officiating profession ;
- render fair and impartial rulings ;
- shape my character and conduct so as to be a worthy example to my peers, athletes, coaches, parents and spectators ;
- be fair and unbiased in my decisions, rendering them without regard to the outcome ;
- give my complete cooperation to the organization that I serve and of which I am a member ;
- cooperate with my fellow officials and will do nothing either directly or indirectly to cause them public embarrassment ;
- be firm but not overbearing, humble but not ingratiating; positive but never rude; dignified but never arrogant; friendly but not companionable; calm but always alert ;
- work in a collaborative, harmonious fashion with colleagues, accepting freely comments for personal betterment, and when appropriate, provide advice to others in a discreet and constructive manner ;
- not consume alcoholic beverages during the day(s) of a National Championships when I am scheduled to officiate ;
- not consume drugs of any sort ;
- not make a request to officiate a specific match ;
- notify the Tatami Manager if I am inadvertently assigned to officiate a match in which one of the athletes is from the same dojo as myself ;
- not criticize or attempt to explain a fellow official's judgment.

- honor all assignments regardless of possible inconvenience or financial loss ;
- pursue any concerns or complaints I may have related to officiating through the appropriate channels ;
- never use my position of authority for any type of personal gain
- refrain from any behavior, word or deed that may be construed by others as offensive ;
- support, help and encourage other Provincial officials at grand prix and regional events ;