

ONTARIO TAEKWONDO ASSOCIATION



Event Sanctioning Policy and Tournament Hosting Guidelines

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SECTION 1 – POLICY AND GUIDELINES

1) Policy

The primary goal of this document is to ensure that safety standards are met as well as to provide governance for standards for all sanctioned events.

2) Scope

The scope of this policy is for WTF Taekwondo events that are conducted in the province of Ontario. This document will outline the following:

- Events which require an OTA sanction;
- Requirements and process for obtaining such sanction; and,
- Obligations and responsibilities of both the Host Club and the OTA once an OTA sanction is granted.

The OTA Executive Committee will be responsible for final interpretation of this policy should any questionable matter or discrepancy arise, or for items not covered in this policy.

3) Purpose

This document is the Ontario Taekwondo Association policy and guidelines for event sanctioning and tournament hosting. The purpose of this policy is to:

- Ensure safety guidelines and competition standards are met at OTA sanctioned events;
- Ensure Fair, Safe and Equitable play at OTA sanctioned events;
- Enhance participation at, and credibility of, OTA sanctioned events;
- Provide a mechanism for event data collection as required by the OTA.

4) **Definitions**

- a) **Event:** An *event* refers to the gathering of participants for training or competition, which require adherence to the OTA and/or WTF Competition Rules and Regulations, and shall be categorized as one of four types:

See SECTION 2	Category A: Open/Invitational Taekwondo Competitions and Events, where participation of WTF clubs and members external to the Host Club is solicited or accepted.
	Category B: Open/Invitational Taekwondo Competitions and Events, where participation of WTF clubs and members external to the Host Club is solicited or accepted with an agreement to host a Provincial Championship in conjunction with the event.
	Category C: A high performance training camp or technical seminar, where participation of WTF clubs and members external to the Host Club is solicited or accepted.
See SECTION 3	Category D: Closed/Inner-School Taekwondo Competitions, where participation is limited to members of the host school and branch schools that are affiliated with that individual host school.

- b) **Medical Support Team:** For the purposes of sanctioning, a medical support team must consist of a multi-discipline medical crew adequate to safely administer treatment for the number of competitors present at the event.

5) **Evaluation Procedure**

The Event Sanctioning Committee has the authority to grant or not to grant the sanction. This decision is based on previous performance of the hosting club or school as well as the evaluation of the current application. The Committee will review the application, which must be filled out in full. The information included in the submission must be adequate enough for the Committee to make an informed decision on the tournament with the assurance that the safety and fair play guidelines will be respected by the Host Club and risks are managed. The criteria for sanctioning are described in Sections Two and Three of this policy.

6) **Post-Event Requirements**

Within 14 days after an event that is sanctioned by the OTA, Appendix B is required to be completed and returned to the OTA. Appendix B is important to the OTA as it provides information required for statistics and is essential in completing Funding Report documents which are submitted to the Ministry of Tourism Culture & Sport.

7) **Appeals Process**

Should an applicant not agree with the decision of the OTA Event Sanctioning Committee regarding sanctioning of a Category A, B or C event, they may file an appeal with the OTA Appeals Committee. For further information on the appeals process, please refer to the OTA Appeals Process document available on the OTA website.

8) **Risk Management and Safety Guidelines**

The Host is responsible for ensuring the safety of the participants and the public at sanctioned events. The areas of concern for the safety of all participants, volunteers and the public are as below, but are not limited to:

Location

- The site is easily accessible; with clearly marked and unobstructed exits (the site meets and abides by any local building and fire regulations).
- Proper ventilation and temperature control
- Crowd control
- Adequate sanitary washrooms and change room facilities

Medical

- Attendance for the duration of the tournament of qualified medical personnel (multi-discipline medical support or equivalent)
- Designated separate area on site
- All injuries are documented by qualified medical personnel and reported to the OTA within 14 days of completion of event using the attached form.

Referees

- Qualified referees and judges are required for safety, fairness and consistency.

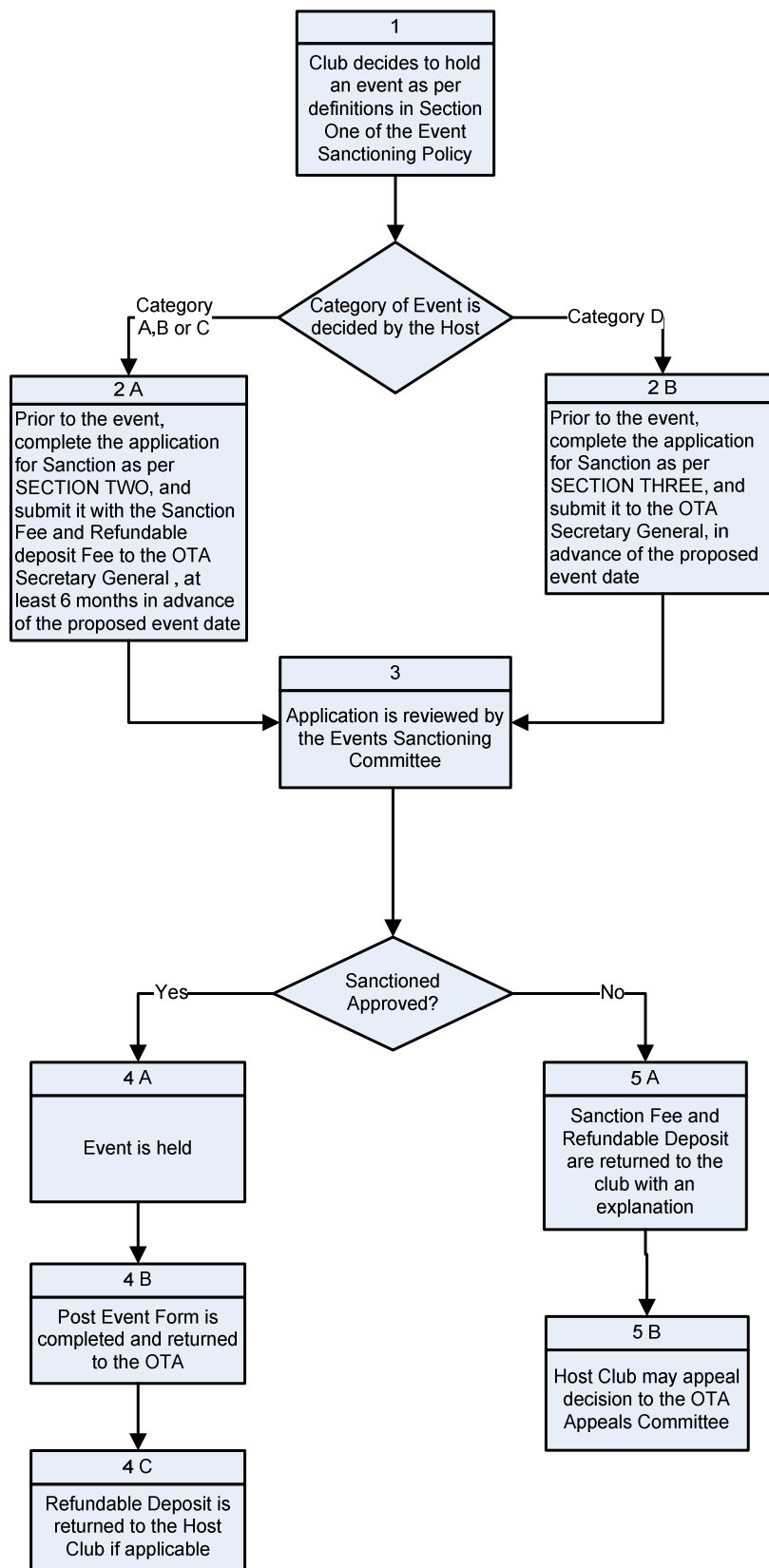
Competition

- Proper warm up prior to the competition
- Competition area occupied by the competitors, judges and referees is unobstructed by non-competitors.
- All competitors wear **Mandatory uniforms and equipment** according to OTA rules.
- No jewelry of any kind allowed.

Divisions

- For fairness and to avoid injury non-black belt divisions must be structured according to rank, age and weight.

9) Application Process – Overview



10) **Mandatory Equipment and Uniforms**

For all OTA sanctioned events and tournaments, all uniforms worn by participants must be the standard WTF Taekwondo uniforms, which are typically white with a white, black or red & black V-neck collar.

Additionally, the following are mandatory equipment for OTA sanctioned sparring competitions.

- Head protector
- Trunk protector (Hogoo)
- Mouth guard (clear or white)
- Sports glasses or safety glasses (required for competitors wearing glasses)
- Forearm guards*
- WTF approved sparring gloves (mandatory for senior black belts and black belt Junior A divisions)
- Shin guards*
- Instep protector (prohibited for senior black belt and black belt Junior A divisions)*
- Groin protector (male and female)*
- Breast protector (optional)*

Note: Protective gear indicated with the () is to be worn inside the uniform.*

For technical clinics or seminars that are sanctioned, only WTF approved uniform or OTA approved track suit are allowed for use.

SECTION 2 - APPLICATION FOR CATEGORY A, B, or C EVENT SANCTION

Sanction Eligibility Criteria

Once it is determined that you are applying for a Category A, B or C event as per the definition in Section 1 of the OTA Event Sanctioning Policy and Tournament Hosting Guidelines, complete this **Category A/B/C Sanction Application Form** and submit it to the OTA with the prescribed Event Sanction Fee and Tournament Refundable Deposit Fee. The following criteria must be met in order to apply for a Category A, B or C Event Sanction:

Sanction Eligibility Criteria	Category A or B	Category C
OTA Club Membership	Applicant Club must be a member in good standing for at least two full years.	Applicant Club must be a member in good standing for at least one full year.
OTA Individual Members	Must have at least 80 individual members in good standing at the time of sanctioning request.	Must have at least 20 individual members in good standing at the time of sanctioning request.
Refundable Deposit	A \$1,000.00 refundable deposit is required to be sent to the OTA. It will be held (non-interest bearing) until the post-event evaluation is completed.	N/A
Event Date Proximity	A sanction will not be given if an event is within 19 days of an already sanctioned event regardless of region.	N/A
Registration	All events will be pre-registered no later than one week prior to the event.	All events will be pre-registered no later than one week prior to the event.
Competition Rules	WTF and OTA rules.	WTF and OTA rules, as applicable.
Competitors/ Participants	All competitors must be a member in good standing of the OTA or obtain an OTA competitor pass (for competitors who are not resident in Ontario).	All participants must be a member in good standing of the OTA or obtain an OTA participant pass (for participants who are not resident in Ontario).
Ring Size (sparring)	≤14yrs: 6m x 6m (minimum) ≥15yrs: 8m x 8m (minimum)	N/A
Emergency Action Plan (EAP)	Must have an EAP in place for the event.	Must have an EAP in place for the event.

Club Name Applying for Sanction:

Host Contact Name: _____ Full Address: _____ Phone Number: _____ Fax Number: _____ Email Address: _____
Type of Event: (Circle) A B C If C, then please describe briefly:
Official Name of Event:
Name and Address of Facility Where Event(s) Will Take Place:
Date of Event:
OTA Loaned Equipment Requirements: (Circle) <div style="display: flex; justify-content: space-around; text-align: center;"> Mats Medical Team Electronic Scoring Equipment </div>
Sanction Granting Criteria The OTA Event Hosting and Sanctioning Committee will be responsible for the granting of sanctions, and will consider the following criteria: <ul style="list-style-type: none"> • Previous event experience • Number of days between events – no two Category A or B events will be granted a sanction in regardless of region (as per OTA bylaws) unless there are at least 19 days in between the two event dates. • Acceptance of all rules and regulations stipulated in this policy, and application • OTA membership fees paid for the current year. • OTA member in good standing for one year.
Refundable Deposit For each event, there is a refundable deposit (in addition to the Event Sanction Fee) that must be sent in with the application. The refundable deposit will be returned to the Host Club once the appropriate forms are completed at the end of the event, and the post-event evaluation is complete. At the discretion of the OTA Event Sanctioning Committee, the refundable deposit will not be returned, in part or in full, should any of the conditions of this policy not be complied with.

Responsibilities of the Host – Once Sanction Granted

Once a Category A, B or C sanction has been granted by the OTA Event Sanctioning Committee, the Host Club agrees to the following host obligations:

- **Membership**
 - Non-OTA member participants at the event must obtain a competitor pass from the OTA (as defined by the OTA Board of Directors and payable to the OTA) prior to the event.
- **Host**
 - Will abide by all the requirements outlined in the Event Hosting and Sanction Policy and Application.
 - Agrees to complete Referee and Judge Sign-In Sheet for first day of tournament and to remit to OTA c/o Referee Committee.
- **Medical Support Team**
 - The Host Club will ensure that a Medical Support Team (as per the definition in this policy) will be on site for the duration of the event.
- **Honoraria**
 - The Host Club must pay honoraria for officials and Medical Support Team, according to the OTA Fee and Honoraria Schedule.
- **Competition Rules**
 - Only OTA colour belt competition rules and WTF Black Belt competition rules will be followed at the competition; protective equipment will be used for black belt sparring according to the WTF Competition Rules and Regulations.
- **Safety Evaluation Form**
 - The Host Club will complete a tournament safety evaluation form on the day of the tournament, signed by a Safety Representative from the Host Club, and a copy of such form will be returned within 14 days to the OTA.
- **Injury Report(s)**
 - In the event of an accident or injury, an injury report form will be completed by the Medical Support Team, and filed with the OTA within 14 days of the event.
- **Post-Event Summary**
 - The Host Club will complete the OTA Post-Event Summary Form and submit it to the OTA within 14 days following the event date. This summary form will include a breakdown of the total number of competitors by gender, age, and belt level.
- **Officials**
 - Provide a minimum of ten (10) OTA certified (or above) judges to officiate, and provide confirmation that qualified OTA referees and judges will be used at the event. The OTA Referee Committee should be contacted to make arrangements.
- **Floor Mats**
 - OTA regulation mats will be used for all sparring and poomse competitions (either obtained directly from the OTA or approved by the OTA if obtained elsewhere).
- **Volunteers**
 - The OTA requires that the Host Club will provide water and lunches for the care and comfort of the volunteers, officials and Medical Support Team, and a lunch room for officials.
 - The Host Club must provide an adequate number of volunteers to operate/manage the tournament (based on 8 rings):
 - Security 10
 - Registration/Admission 15
 - Scorekeeper + Ringkeeper 25
 - Head Table 6
 - Food Stands + Equipment Stands 4
 - Floaters/Cleanup crew 5
 - Officials Lunch room 4

- The Host Club must provide volunteers for tournament setup, setup and takedown of mats.
- Volunteers to act as official recorder, timer, scorekeeper for electronic scoring system. These must be trained volunteers, if not, please see the OTA Referee Chairperson.
- Volunteers are required to announce fights, competitors and monitor on deck area. It is recommended that this be staffed by OTA Personnel.
- **Tournament Supplies and Administration**
 - The Host Club will provide proper supplies to operate the tournament, including but not limited to:
 - adequate float (\$) for Registration and Admission Desk;
 - clipboards, score sheets and draw sheets;
 - pens/markers/strings/tapes/staplers/scissors, etc.;
 - bristol boards for signs;
 - registration forms.
- **Ministry of Tourism Culture & Sport Endorsement**
 - Once a sanction has been granted by the OTA Event Hosting and Sanctioning Committee, the Host Club is authorized to use the OTA logo and the words **“OTA OFFICIALLY RECOGNIZED BY THE MINISTRY OF TOURISM CULTURE & SPORT”** which must appear on all posters, letters, etc. for that particular event only.

Additional Provincial Event Data (for Category B Event Sanction only)

- 1) Send a separate request to the OTA for regulation mats for both days of the event.
- 2) Competition area to be set up with the following:
 - a) first aid area;
 - b) competitor inspection area;
 - c) area for on-deck competitors;
 - d) official's table;
 - e) podium, P.A. system;
 - f) tables for head of court at each ring (marked Ring 1 and Ring 2, etc.);
 - g) score board, and necessary chairs.

The area is to be secured and marked off by chain fence or other suitable barrier.
- 3) Volunteers are to staff door and collect admitting fee for OTA. It is recommended that 10 volunteers are used.
- 4) The Host Club is to arrange, and OTA will pay* for (proper invoices for backup are necessary before payment):
 - Two weigh-in rooms (one female and one male) at official hotel or tournament site;
 - Honorarium for multi-discipline Medical Support Team for second day;
 - Gym rental for second day tournament;
 - Lunch and beverages for 50 (maximum \$450.00) for the second day, which includes (i) officials and (ii) multi-discipline Medical Support Team;
 - Meeting room if a board meeting to be held the night before selection game.


*All expenses to be paid for by the OTA must receive prior-approval from the OTA – the host is encouraged not to make any financial commitments on behalf of the OTA without prior-approval.

OTA Referee Committee will:

- Provide weigh-in list (OTA to provide), bye sheets for draw.
- Provide OTA officials to conduct weigh in (male and female).
- Co-ordinate the referees and judges as well as the effective running of the competition floor.
- Provide referee and judges for the event.

Facility Diagram

Please draw the set up of the competition area with the rings and tables as they are to be set up during the event. Also include the location of the change rooms, rest rooms, registration area, food and eating area, and any other pertinent information.



Acknowledgement

I hereby apply to the Ontario Taekwondo Association to hold a sanctioned event and agree to abide by the following conditions of sanction:

- 1) It is understood and agreed that the Ontario Taekwondo Association shall be held harmless from any and all injury and liabilities arising out of claims for damages of any kind arising out of, or during the conduct of said sanctioned activity including financial liabilities.
- 2) An athlete's entry will not be accepted nor will the athlete be allowed to compete, unless the athlete is a properly registered member of the Ontario Taekwondo Association (or they obtain an OTA competitor/participant pass). All announcements, entry forms, flyers, etc. will state this fact. Measures will be taken to protect the amateur status of athletes who participate in the event and to protect their eligibility to compete in amateur competition.
- 3) Proof of OTA membership for each competitor will be included on each entry form.
- 4) This sanction and its benefits, if approved, may not be transferred to another organization, event or person.
- 5) Failure to comply with the conditions of this sanction will cause immediate and direct withdrawal of said sanction.
- 6) The organization/club applying for the sanction agrees to become familiar with, and comply with, the appropriate rules and regulations of the Ontario Taekwondo Association and to conduct the event with qualified officials. The organization/club must conduct the event and shall abide by and enforce all rules and regulations of the Ontario Taekwondo Association and to follow the technical rules of the Ontario Taekwondo Association. Provisions will be made for proper medical supervision during the activity. Safety precautions will be taken to protect the personal welfare of the Ontario Taekwondo Association, competitors and spectators.
- 7) The Ontario Taekwondo Association shall be not liable for any financial aspects of this event. The organization requesting sanction shall be liable for all expenses.
- 8) All fees will be paid in accordance with the OTA Fee & Honorarium Schedule.
- 9) I agree to return completed statistics via the Post-Event Statistics Form (Appendix B).
- 10) I have included a sample of the tournament registration form.
- 11) I will abide by the OTA Event Sanctioning Policy and Tournament Hosting Guidelines and will follow all conditions outlined in said policy and this application form.

I submit this application with the (i) Tournament Sanctioning Fee and (ii) Tournament Refundable Deposit Fee, as outlined in the OTA Fee and Honorarium Schedule, to:

ONTARIO TAEKWONDO ASSOCIATION
4560 Hwy 7 East, Suite 500
Markham, Ontario L3R 1M5

ATTENTION: Event Sanctions Committee Chairperson

I, _____ have read and agree to follow all criteria as outlined above and in the OTA Event Sanctioning Policy and tournament Hosting Guidelines. I certify that the above application has been completed by me and reviewed with referees, judges, instructors and other personnel from my school who will be assisting in the conduct of the event for which this application is requested.

Dated at _____ on _____

(Signature of applicant)

SECTION 3 - APPLICATION FOR CATEGORY D EVENT SANCTION

Club Name Applying for Sanction:
Host Contact Name: _____
Address: _____
Phone Number: _____
Fax Number: _____
Email Address: _____
Brief Description of Event:
Official Name of Event:
Name and Address of Facility Where Event(S) Will Take Place:
Date of Event:
Sanction Eligibility Criteria Once it is determined that you are applying for a Category D event as per the definition in Section 1, complete the <i>Event Hosting and Sanction Application Form</i> below. OTA Category D sanctions are automatically granted, provided that the following conditions are met: <ul style="list-style-type: none">• the Host Club has been an OTA member in good standing for at least one (1) year; and,• the Host Club must provide written confirmation, via this <i>Category D Event Hosting and Sanction Application Form</i>, that they will have their own medical support team on site for the duration of the event.
<ul style="list-style-type: none">• Ministry of Tourism Culture & Sport Endorsement<ul style="list-style-type: none">○ Once a sanction has been granted by the OTA Event Hosting and Sanctioning Committee, the Host Club is authorized to use the OTA logo and the words “OTA OFFICIALLY RECOGNIZED BY THE MINISTRY OF TOURISM CULTURE & SPORT” which must appear on all posters, letters, etc. for that particular event only.

Acknowledgement

I hereby apply to the Ontario Taekwondo Association to hold a sanctioned event and agree to abide by the following conditions of sanction:

- 1) It is understood and agreed that the Ontario Taekwondo Association shall be held harmless from any and all injury and liabilities arising out of claims for damages of any kind arising out of or during the conduct of said sanctioned activity including financial liabilities.
- 2) This sanction and its benefits, if approved, may not be transferred to another organization, event or person.
- 3) Provisions will be made for proper medical supervision during the activity. Safety precautions will be taken to protect the personal welfare of the Ontario Taekwondo Association, competitors and spectators.
- 4) The Ontario Taekwondo Association shall be not liable for any financial aspects of this event. The organization requesting sanction shall be liable for all expenses.
- 5) I agree to return completed statistics via the Post-Event Statistics Form (Appendix B).

I submit this application to:

ONTARIO TAEKWONDO ASSOCIATION
 4560 Hwy 7 East, Suite 500
 Markham, Ontario L3R 1M5

ATTENTION: Event Sanctions Committee Chairperson

I, _____ have read and agree to follow all criteria applicable as described in this Event Hosting and Sanction Policy.

Dated at _____ on _____

(Signature of applicant)

Appendix A: OTA Approved Weight Divisions

Colour Belt Divisions - POOMSAE								
Age	Male Female	Weight	Belt	Belt	Belt	Belt	Belt	
Mandatory Poomsae			Taegeuk 1	Taegeuk 2 or 3	Taegeuk 4 or 5	Taegeuk 6 or 7	Taegeuk 7 or 8	
6 & Under	together	None	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe	
7 & 8	together	None	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe	
9 & 10	separate	None	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe	
11 & 12	separate	None	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe	
13 & 14	separate	None	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe	
15 to 17	separate	None	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe	
18 to 29	separate	None	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe	
30 to 39	separate	None	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe	
40 to 49	together	None	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe	
50 & Up	together	None	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe	
Special Needs	together	None	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe	
10 & Under Division D	separate	None	1 st Dan/Poom	2 nd Dan/Poom	3 rd Dan/Poom	4 th Dan/Poom	5 th Dan/Poom	
	separate	None	Koryo	Geumgang	Taebaek	Pyongwon	Sipjin	
11 & 12 Division C	separate	None	6 th Dan/Poom	7 th Dan/Poom	8 th Dan/Poom	9 th Dan/Poom		
13 & 14 Division B	separate	None	Jitae	Chonkwon	Hansoo	Ilyeo		
15 to 17 Division A	separate	None	Black Belt Divisions					
18 to 39	separate	None						
40 to 49	separate	None						
50 & up	together	None						

Colour Belt Divisions - SPARRING

Age	Male Female	Weight	Belt	Belt	Belt	Belt	Belt
6 & Under	together	Light/Heavy	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe
7 & 8	separate	Light/Middle/Heavy	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe
9 & 10	separate	Light/Middle/Heavy	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe
11 & 12	separate	Light/Middle/Heavy	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe
13 & 14	separate	Light/Middle/Heavy	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe
15 to 17	separate	Light/Middle/Heavy	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe
18 to 29	separate	Light/Middle/Heavy	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe
29 to 39	separate	Light/Middle/Heavy	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe
40 to 49	separate	Light/Middle/Heavy	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe
50 & Up	separate	Light/Middle/Heavy	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe
Special Needs	separate	Light/Middle/Heavy	White Belt – Yellow Stripe	Yellow Belt - Green Stripe	Green Belt - Blue Stripe	Blue Belt - Red Stripe	Red Belt - Black Stripe
10 & Under Division D	separate	Will Follow Junior Black Belt Weight Divisions					
11 & 12 Division C	separate						
13 & 14 Division B	separate						
15 to 17 Division A	separate						
Senior Black Belt Divisions							
18 to 39	Male	Female	Will Follow Olympic Weight Divisions				
40 & Over	separate	Light/Middle/Heavy	Executive Black Belt Division				

**SENIOR BLACK BELT DIVISIONS (15 YEARS OLD & UP AT
DECEMBER 31ST ON YEAR OF NATIONALS)**

<i>MALE</i>		<i>Kg</i>		<i>Kg</i>	<i>FEMALE</i>		<i>Kg</i>		<i>Kg</i>
FIN	Not exceeding	54			FIN	Not exceeding	47		
FLY	Over	54	Not exceeding	58	FLY	Over	47	Not exceeding	51
BANTAM	Over	58	Not exceeding	62	BANTAM	Over	51	Not exceeding	55
FEATHER	Over	62	Not exceeding	67	FEATHER	Over	55	Not exceeding	59
LIGHT	Over	67	Not exceeding	72	LIGHT	Over	59	Not exceeding	63
WELTER	Over	72	Not exceeding	78	WELTER	Over	63	Not exceeding	67
MIDDLE	Over	78	Not exceeding	84	MIDDLE	Over	67	Not exceeding	72
HEAVY	Over	84			HEAVY	Over	72		

**OLYMPIC WEIGHT DIVISIONS (15 YEARS OLD & UP AT DECEMBER 31ST
ON YEAR OF OLYMPIC TEAM TRIALS)**

<i>MALE</i>		<i>Kg</i>		<i>Kg</i>	<i>FEMALE</i>		<i>Kg</i>		<i>Kg</i>
1	Not exceeding	58			1	Not exceeding	49		
2	Over	58	Not exceeding	68	2	Over	49	Not exceeding	57
3	Over	68	Not exceeding	80	3	Over	57	Not exceeding	67
4	Over	80			4	Over	67		

**JUNIOR BLACK BELT "A" DIVISIONS (15 TO 17 YEARS OLD AT
DECEMBER 31ST ON YEAR OF NATIONALS)**

<i>MALE</i>		<i>Kg</i>		<i>Kg</i>	<i>FEMALE</i>		<i>Kg</i>		<i>Kg</i>
FIN	Not exceeding	45			FIN	Not exceeding	42		
FLY	Over	45	Not exceeding	48	FLY	Over	42	Not exceeding	44
BANTAM	Over	48	Not exceeding	51	BANTAM	Over	44	Not exceeding	46
FEATHER	Over	51	Not exceeding	55	FEATHER	Over	46	Not exceeding	49
LIGHT	Over	55	Not exceeding	59	LIGHT	Over	49	Not exceeding	52
WELTER	Over	59	Not exceeding	63	WELTER	Over	52	Not exceeding	55
LIGHT	Over	63	Not exceeding	68	LIGHT	Over	55	Not exceeding	59

MIDDLE					MIDDLE				
MIDDLE	Over	68	Not exceeding	73	MIDDLE	Over	59	Not exceeding	63
LIGHT HEAVY	Over	73	Not exceeding	78	LIGHT HEAVY	Over	63	Not exceeding	68
HEAVY	Over	78			HEAVY	Over	68		

JUNIOR BLACK BELT “B” DIVISIONS (13 & 14 YEARS OLD AT DECEMBER 31ST ON YEAR OF NATIONALS)

<i>MALE</i>		<i>Kg</i>		<i>Kg</i>	<i>FEMALE</i>		<i>Kg</i>		<i>Kg</i>
FIN	Not exceeding	36			FIN	Not exceeding	34		
FLY	Over	36	Not exceeding	39	FLY	Over	34	Not exceeding	37
BANTAM	Over	39	Not exceeding	42	BANTAM	Over	37	Not exceeding	40
FEATHER	Over	42	Not exceeding	46	FEATHER	Over	40	Not exceeding	44
LIGHT	Over	46	Not exceeding	50	LIGHT	Over	44	Not exceeding	48
WELTER	Over	50	Not exceeding	54	WELTER	Over	48	Not exceeding	52
LIGHT MIDDLE	Over	54	Not exceeding	58	LIGHT MIDDLE	Over	52	Not exceeding	56
MIDDLE	Over	58	Not exceeding	63	MIDDLE	Over	56	Not exceeding	61
LIGHT HEAVY	Over	63	Not exceeding	68	LIGHT HEAVY	Over	61	Not exceeding	66
HEAVY	Over	68			HEAVY	Over	66		

JUNIOR BLACK BELT “C” DIVISIONS (11 & 12 YEARS OLD AT DECEMBER 31ST ON YEAR OF NATIONALS)

<i>MALE</i>		<i>Kg</i>		<i>Kg</i>	<i>FEMALE</i>		<i>Kg</i>		<i>Kg</i>
FIN	Not exceeding	29			FIN	Not exceeding	27		
FLY	Over	29	Not exceeding	32	FLY	Over	27	Not exceeding	30
BANTAM	Over	32	Not exceeding	35	BANTAM	Over	30	Not exceeding	33
FEATHER	Over	35	Not exceeding	39	FEATHER	Over	33	Not exceeding	37
LIGHT	Over	39	Not exceeding	43	LIGHT	Over	37	Not exceeding	41
WELTER	Over	43	Not exceeding	47	WELTER	Over	41	Not exceeding	45

LIGHT MIDDLE	Over	47	Not exceeding	51	LIGHT MIDDLE	Over	45	Not exceeding	49
MIDDLE	Over	51	Not exceeding	56	MIDDLE	Over	49	Not exceeding	54
LIGHT HEAVY	Over	56	Not exceeding	61	LIGHT HEAVY	Over	54	Not exceeding	59
HEAVY	Over	61			HEAVY	Over	59		

JUNIOR BLACK BELT “D” DIVISIONS (10 YEARS OLD & UNDER AT DECEMBER 31ST ON YEAR OF NATIONALS)

<i>MALE</i>		<i>Kg</i>		<i>Kg</i>	<i>FEMALE</i>		<i>Kg</i>		<i>Kg</i>
FIN/FLY	Not exceeding	26			FIN/FLY	Not exceeding	25		
BANTAM/FEATHER	Over	26	Not exceeding	33	BANTAM/FEATHER	Over	25	Not exceeding	32
LIGHT/WELTER	Over	33	Not exceeding	41	LIGHT/WELTER	Over	32	Not exceeding	40
LIGHT MIDDLE/MIDDLE	Over	41	Not exceeding	50	LIGHT MIDDLE/MIDDLE	Over	40	Not exceeding	49
MIDDLE HEAVY HEAVY	Over	50			MIDDLE HEAVY HEAVY	Over	49		

Appendix B: Post-Event Statistics* Form

Tournament Name	
Tournament Type	
Tournament Date	
Tournament Host	

Indicate Colour or Black Belt	Total Number of Competitors	Total Number of Incidents Reported	Comments

TOTAL:	TOTAL:	
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Please Complete and Submit to the OTA Within 14 Days Completion of Tournament

Report Completed by:	
Date:	
Signature:	

*additional statistical information may be required by the OTA at the request of the OTA

Appendix C: Tournament Evaluation Sheet

(To be filled out by OTA Tournament Chair as part of the evaluation process)

Venue			
Is the venue large enough for the event?	Is there proper ventilation and temperature control?	Is there enough seating available for spectators?	Is there ample parking available?
Is the venue easily accessible and easy to find?	Are the change room facilities adequate?	Is the registration area set up properly?	
Volunteers			
Are there enough to run each of the rings for the entire day?	Are there enough volunteers for security?	Are the security volunteers performing their duties properly?	Are there volunteers checking for OTA memberships?
Are there enough volunteers for set up of the event?	Are there enough volunteers for clean up of the event?	Are the volunteers easily identified?	Are the volunteers organized?
Tournament Flow			
Were the rings running efficiently?	Were there enough officials to run each ring?	Did the event go over the time allotted?	Was the traffic flow acceptable?