



CARIBBEAN KARATE FEDERATION

STATUTES

ARTICLE 1. DEFINITION

Official National Federations members of the Caribbean compose the CKF (Caribbean Karate Federation) or *Federación Caribeña de Karate*.

ARTICLE 2. STRUCTURE

The National Federations can affiliate to the CKF independently. The Federations which wish to affiliate with the CKF need to send to the Secretary an original document detailing information regarding the importance and official capacity of their Federation. The CKF will act according to what is stipulated in Article 3 and following.

ARTICLE 3. AFFILIATION

Each country will be represented in the CKF by one sole Federation. If two or more Federations from one country aspire to such representation, recognition will be granted to the maximum sports organization of that country.

PARAGRAPH I: Under special circumstances the CKF will be able to emit a resolution based on the application's merits.

PARAGRAPH II: A National Federation will be a provisional member of the CKF as soon as its affiliation is approved by the CKF Directing Committee, it will become a CKF member through ratification in the next CKF Congress.

PARAGRAPH III: The CKF member National Federations must be independent within their own country. The Directing Committee must be elected democratically, hold the corresponding country's nationality and be re-elected without any limitation in regards to time or age.

ARTICLE 4. OBJECTIVES

Among others, the CKF has the following objectives:

4.1. Promote cordial and friendly relationships among its members and supervise Karate Do activities in the Caribbean.

4.2 Protect regional and worldwide Karate Do interests. .

4.3 Organize, in collaboration with affiliated Federations, the Caribbean CKF Championship during regular intervals or when possible as well as the coordination of Karate Do for the Caribbean Games. International matches will only be granted to countries which can guarantee the entrance in its territory to the entire member Federations which wish to participate.

4.4 Organize Karate Do in **the** CANOC area, develop and spread Karate Do techniques and spirit.

4.5 Establish Karate Do Technical Rules internationally, following the PKF and WKF rules and regulations. .

4.6 Collaborate with the regional and world Olympic Organizations.

4.7 To support the PKF in the Caribbean region.

4.8 Collaborate with the WKF, PKF, CCKC and CANOC and other Olympic Organizations and National Sport Federations, in any matter which can affect the Karate Do interests within the CKF.

ARTICLE 5. DEFINITION OF AMATEUR IN OLYMPIC GAMES

The definition of Amateur Karate covers only those participants who do not obtain a personal interest for their participation in public matches and exhibits.

PARAGRAPH 1: Only the Amateur Karatekas, strictly following the IOC regulations, can be selected for any event organized by the WKF, continental gatherings, regional and national federations.

ARTICLE 6. HEADQUARTERS AND OFFICIAL LANGUAGES

The official headquarters of the CKF is located in the city designated by the Congress, in its absence it will be located in the President's country of residence. The official languages are English and Spanish.

ARTICLE 7. GOVERNING BODY

The CKF governing bodies are:

4.9 The Congress.

4.1 The Directing Committee.

4.2 The Presidential Committee.

ARTICLE 8. CONGRESS

Congress is the maximum authority of the CKF. Congress will take place every year in the place where the Caribbean championship is organized.

PARAGRAPH I: Congress elects the directing committee, rules on the internal actions, approves the statutes, the rules, makes modifications when necessary, as final authority decides over any matter which relates to the Directing Committee member's objectives, makes all the decisions over proposals emitted by **the** member Federations and deliberates over matters of a general nature.

PARAGRAPH II: Congress can consider only those matters which are included in the agenda, unless a majority of the members vote in favour of the opposite, the General Secretary needs to invite the federated members, with a minimum of three months before the date stipulated for the Congress, for them to present the matters they wish to include in the agenda.

PARAGRAPH III: The General Secretary **will** send the member Federations, with a minimum of three weeks prior to the stipulated date for the Congress, the agenda formulated by the Directing Committee, along with the reports of the President, Secretary General, Treasurer and Sports Director, which will be circulated previously for the approval of the Directing Committee.

PARAGRAPH IV: It is forbidden for a National Federation to grant accreditation to another Federation, or to delegate anybody of a different nationality even when belonging to that same Federation.

PARAGRAPH V: Congress is presided over by the CKF President or in his absence, by a Vice-President.

PARAGRAPH VI: The President of the Congress will be assisted by the secretary general, or in his absence by one of the CKF Vice-Presidents. The decisions of the Congress quorum will be considered valid under the condition that at least half of the member Federations are present or represented.

PARAGRAPH VII: Each CKF affiliated nation which has paid their annual quota, will have right to one vote.

PARAGRAPH VIII: The members of the Directing Committee do not have a right to vote, except for in the case of a tied vote requiring a decision.

PARAGRAPH IX: Congress will decide by majority vote. Voting will generally take place by a lifting of hands or by individual call. During elections **or** in matters **of** particular importance **or** delicacy, or when half of the participants demand it, the vote will be secret. In the case of a tied vote, the vote will be emitted by the President or by the person delegated.

PARAGRAPH X: The call for Congress should **be** sent by e-mail, signed by the President or the General Secretary. This notification should be sent three months prior to the date fixed for **the** Congress.

ARTICLE 9. EXTRAORDINARY CONGRESS

When deemed necessary by half of the National Federations members of the Directing Committee, an Extraordinary Congress can be convened by the President or General Secretary, in the place selected by the Directing Committee.

PARAGRAPH I: In the case where such a Congress is required, the same should take place within the three months following the reception date by the CKF Secretary General, of the petition sent by mail containing the reasons such a Congress should take place.

PARAGRAPH II: The agenda for the Congress should include the reasons for the same. The matters not included in the Congress agenda can, under the consent of two thirds of the participants, be discussed as long as it is not necessary to refer them to the Directing Committee due to a lack of time, or if they are considered of sufficient importance, to **be** referred to the next Congress. The agenda needs to include the following:

1. Approval of the minutes of the previous Congress
2. Secretary General and President reports
3. Subcommittee elections for the examination of accounts
4. Treasurer report
5. Subcommittee report for the examination of accounts
6. Report from the Sports Director (if one has been assigned) .
7. Election of a new member for the vacant positions in the Directing Committee.

PARAGRAPH III: Each member National Federation can be represented in Congress by a delegate who will have voting right and will vote. The delegate who represents a Federation in the Congress must hold **the** nationality of the country he **represents**. Each representative has to possess an accreditation signed by their National Federation President, unless the representative is the President himself.

PARAGRAPH IV: The candidates for election have to conduct themselves according to the ethics and principles of the CKF, PKF and WKF and not procure votes through offering of incentives to the CKF members. Any candidate which is detected offering incentives to obtain votes will lose their eligibility for the candidature of that charge. The candidatures for the Directing Committee positions must be sent by e-mail, at least with two months of anticipation to the Congress date, under penalty of annulment. This formality is not necessary for the members which present themselves for re-election.

PARAGRAPH V: Observers can be invited to the Congress under the recommendation of the Directing Committee, but only with rights to speak out and with the authority of the Congress's President.

PARAGRAPH VI: The verification of accreditations will take place by a Committee composed of the Vice-President, General Secretary and Treasurer, before the official commencement of the Congress. In the case of any controversy, the Secretary General must submit the said controversy to the Congress.

PARAGRAPH VII:

The discussions and decisions of an Extraordinary Congress will have the same validity and will meet the same conditions as an Ordinary Congress.

ARTICLE 10. DIRECTING COMMITTEE

The Directing Committee is made up of:

- A President
- A 1st Vice-President
- A 2nd Vice-President
- A General Secretary
- A General Secretary Assistant
- A Treasurer
- A Treasurer Assistant

PARAGRAPH I: The members of the Directing Committee will maintain themselves in their position for a four year term in the posts they were elected for. To be President, General Secretary and Treasurer, the candidates must be or have been present with their Federations at four (2) Caribbean Championships.

PARAGRAPH II: The composition of the CKF Directing Committee will be

decided by the Congress. Should any disagreement rise, the CKF Directing Committee will take the decision.

PARAGRAPH III: The Directing Committee members will be able to present their candidature to the Directing Committee. Nevertheless, the term of the CKF Directing Committee members will be automatically extended to the end of the following Congress, if such term expires before the meeting of that Congress. Should somebody resign from a position, or for any other reason, except for the President or Vice-President, if there was a vacancy t at the Directing Committee, an acting member will be appointed.

PARAGRAPH IV: In case any member of the Directing Committee who within his/her working term has been dismissed or has lost his/her National Federation recognition, he/she will have to resign from the Directing Committee.

PARAGRAPH V: As a rule, the Directing Committee **will** gather at least once a year and specially **on** the days previous to **the** Congress. A Directing Committee meeting will however be called both by the President when necessary and by the application of most Directing Committee members.

PARAGRAPH VI: Whenever necessary and for whatever reason, the Directing Committee will take all the relevant actions following the exchange of correspondence.

PARAGRAPH VII: The Directing Committee will take all the decisions regarding the CKF activities between each Congress, it will approve or disapprove any urgent decision taken by the Presidential Committee or the President himself.

PARAGRAPH VIII: The decisions of the Directing Committee will be taken considering the simple majority principle, in case of a tie, the President or his delegate will be entitled to present a decisive vote.

PARAGRAPH IX: For any Directing Committee meeting to be valid, it will have gathered a quorum consisting of no less than half of its members and will be presided by the President or following his instructions by one of the 1st Vice- Presidents appointed by the Directing Committee.

ARTICLE 11. THE PRESIDENT

The President will be elected by the Congress for a four **year** term, he will direct the CKF and will represent it before third parties.

PARAGRAPH I: If the President is absent due to resigning or any other reasons, the Presidency will be assumed by the 1st Vice-President until the next Congress.

PARAGRAPH II: The President will be able to present a case at court and to submit all the necessary proceedings to the relevant bodies.

ARTICLE 12. THE VICE-PRESIDENTS

The Vice-Presidents will be elected by the Congress for a four year term. They will assist the President and will substitute him in his absence, being voted by the current Directing Committee. During the 1st directing committee meeting the 1st and 2nd vice presidents will be designated.

ARTICLE 13. THE GENERAL SECRETARY

The General Secretary will be elected by the Congress for four years. This person will be in charge of the secretarial tasks and the relations with the National Federations, as well as with third parties. He will be assisted by the General Secretary's Assistant.

ARTICLE 14. THE TREASURER

The Treasurer will be elected by the Congress for four years and this person will be in charge of the CKF Treasury, as well as of the accountancy issues.

PARAGRAPH I: The expenses will need to be authorized by the President before they happen.

PARAGRAPH II: The Treasurer will establish, on behalf of the Congress, a report on the CKF financial situation.

PARAGRAPH III: The Treasurer Assistant will be elected by the Congress. This person will assist the Treasurer.

ARTICLE 15. THE PRESIDENTIAL COMMITTEE

The Presidential Committee will be made up by the President, the General Secretary and the Treasurer. The meetings will be called by the General Secretary upon the President's request.

PARAGRAPH I: The Presidential Committee is the CKF Executive, all the paramount emergency matters will be discussed and decided by this Committee. A voting procedure could take place by e-mail or Phone between the members of the Presidential Committee; any decision, however, will have to be submitted for approval to the Directing Committee through mail or at the next Directing Committee meeting.

ARTICLE 16. FINANCIAL YEAR

The financial year will start on 1st January and will finish on 31st December every year.

ARTICLE 17. INCOMES AND EXPENSES

The working and office expenses of CKF will be covered by the member Federations fees, grants and other income resources.

PARAGRAPH I: Each member Federation will have to pay before 1st January that year, for a yearly fee to the Treasurer, as fixed by the Congress.

PARAGRAPH II: The member National Federations will pay a yearly contribution to the CKF as fixed by the Congress, and from the gross income derived from International events such as the Caribbean Championships and the Caribbean Games.

PARAGRAPH III: All the CKF Directing committee members will serve the CKF free of charge. Nevertheless, the travel and accommodation expenses will be covered by the CKF if funds are available, **as** much as possible and at official events, excluding the meetings whose expenses have been covered by another organization.

PARAGRAPH IV: All the TV, radio, shooting and photography rights of the Caribbean Championships events exclusively belong to the CKF, these rights will not be able to be sold nor the sale or use will be able to be dealt with.

ARTICLE 18. ACCOUNTANCY CONTROL

During each Congress, a financial subcommittee for the accounts will be elected; it will be made up by three members chosen among the present delegates by the Congress and who are not in possession of any financial post in the CKF.

PARAGRAPH I: The subcommittee will write a report for the Congress on the conclusions of the situation and the accountancy operations and the

account books.

PARAGRAPH II: Through a proposal by the General Secretary, the Directing Committee will be able to appoint an office secretary with no voting rights who will attend the relevant and Directing Committee meetings.

ARTICLE 19. EXPULSION, RESIGNATION AND SUSPENSION

A National Federation could be excluded from CKF due to the following reasons:

1. Because of the Congress majority's decision
2. Because of not paying for the fees for two years

PARAGRAPH I: The National Federations that have not paid for the yearly fee of the CKF at due time, will be automatically suspended from all the International activities until the debt has been paid off. The National Federations whose payments have not been completed before the Congress takes place, will be allowed to participate in the activities scheduled at the Congress, but will not be allowed to vote.

PARAGRAPH II: When a National Federation leaves the CKF, either due to expulsion, resignation or any other reason, this federation will still be responsible for the debts in favour of the CKF and will have to fulfil the duties and commitments towards the CKF.

PARAGRAPH III: If a National Federation or any individual violates the CKF Statutes, the Federation or member's activities will be able to be suspended (except for expulsion) in agreement with the PKF and WKF.

PARAGRAPH IV: It is forbidden for the National Federations to establish sports relationships with dissident organizations of a WKF country member or with member National Federations who have been suspended due to lack of payment for the fees or due to disciplinary reasons. If this is the case, they will be immediately suspended and reported to the Congress, where the necessary disciplinary actions will be taken.

PARAGRAPH V: On the other hand and in order to develop the Karate Do and to raise its technical level in all the countries, the friendly sports relationships with countries who are not yet CKF members, are allowed.

ARTICLE 20. DAN GRADES

The CKF only recognizes those grades which are officially granted by the Federations, with a previous certificate from the relevant Federation and not any other organisms. A Federation must not give any grades to members from other Federations without the written permit from that Federation, any grade given without that permit will not be recognized by the CKF.

ARTICLE 21. HONORARY MEMBERS

The Congress will give the title of Honorary President, Honorary Member or Special Ambassador to authorities who have served to Karate Do. The candidatures for such posts will have to be submitted to the Congress by the Directing Committee.

ARTICLE 22. CHANGES TO BE MADE AT STATUTES

For any issue which is not specified in these Statutes, the Directing Committee will be able to take actions according to the Congress decisions or will be able to take the necessary decisions which will be submitted for approval at the following Congress.

ARTICLE 23. DISSOLUTION

The CKF could be considered as dissolved when:

- a) The Congress decides so, through the affirmative vote of at least the two thirds (2/3) parts out of the total number of affiliated members.
- b) It is impossible to fulfill the objectives it was created for.
- c) It does not have a minimum number of 5 National Federations affiliated and duly established with a full sports activity, as required for the right development of the Organization.

ARTICLE 24. LIQUIDATION

When the dissolution is the result of the Congress decision or this body can be gathered in order to take that decision, a liquidator will be appointed. If not, the liquidator will be appointed by the Directing Committee.

The liquidation will be performed according to the legal procedure. The records and assets resulting from the liquidation will be divided among the affiliated members whose rights are in force at that moment.