

United Kingdom Taekwon-Do Association



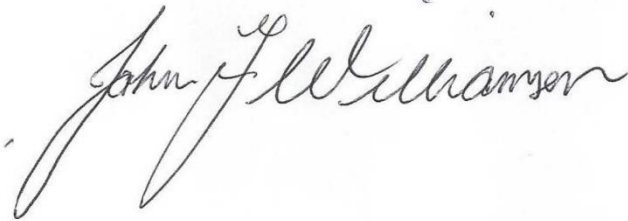
Constitution

Rules and Regulations

Constitution:

Reviewed and amended by the Masters Council

Adopted by the members at the Annual General Meeting 10th November 2018

A handwritten signature in black ink, reading "John Williamson". The signature is written in a cursive style with a large, sweeping initial 'J'.

**Grand Master John Williamson,
Chairman and President of the UK
Taekwon-Do Association**

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Article One – Title

1. The Association shall be called 'United Kingdom Taekwon-Do Association' (UKTA).

Article Two - Expressions

In this constitution, unless the context otherwise requires, the following expressions have the meanings as set out below:

The Founder	Namely Grandmaster Rhee Ki Ha OCM (Korea) who founded the UKTA in October 1967
The President	Shall be that person who has been elected in accordance with Article 8, and who shall serve as a figurehead for the Association, preside over the Executive Masters Council (EMC), Masters' Council (MC) and over all management positions
ITF	International Taekwon-Do Federation
UKTA	United Kingdom Taekwon-Do Association
ITF Rules	The Constitution, By-Laws and Rules of the ITF
EITF	Europe ITF Taekwon-Do Federation (Formerly AETF)
BTC	British Taekwon-Do Council
Masters' Council	As appointed in accordance with Article Nine
Executive Masters Council	as appointed in accordance with Article Ten
UKTA Members	All persons who have paid relevant fees and subscriptions in accordance with Article Six
Registered Instructor	A qualified Instructor who has paid the appropriate registration fee and fulfilled the requirements of the UKTA/BTC
Registered School	A training facility at which a Registered Instructor teaches for at least 75% of classes
Tenets of Taekwon-Do	The received Tenets of Taekwon-Do being briefly: Courtesy, Integrity, Perseverance, Self-Control and Indomitable Spirit
Encyclopedia	The 15 volume Encyclopedia and recent condensed versions of the Encyclopedia of Taekwon-Do written by General Choi Hong Hi

Article Three - Objectives

1. To be the Governing Body for the instruction of Taekwon-Do to members of Schools and affiliated organisations in the United Kingdom
2. To promote, wherever possible, the Art of Taekwon-Do and observance of the Tenets of Taekwon-Do
3. To promote and encourage the moral, cultural and physical education of all Taekwon-Do practitioners and other members
4. To promote and enhance the authority and value of Taekwon-Do, by developing and standardising techniques and theory
5. To supervise the instruction provided by UKTA schools and affiliated organisations and to encourage the opening of Registered Schools and to provide support to all Registered Instructors
6. To ensure compliance by UKTA schools, affiliated organisations and members with this constitution and attendant rules and regulations

Article Four – Governing Bodies

1. The Association shall aim to comply with the rules of and maintain continued membership of:
 - a. The International Taekwon-Do Federation
 - b. The Europe ITF Taekwon-Do Federation
 - c. The British Taekwon-Do Council

Article Five - Structure

1. The Association shall consist of
 - a. The President
 - b. The Executive Masters Council (EMC) and Management
 - c. The Masters' Council (MC)
 - d. Chairman of the Umpire Committee
 - e. Chairman of the Tournament Committee
 - f. Registered School Instructors
 - g. Individual Members

Article Six - Membership

Applications for membership shall be made in the appropriate manner to the President of the UK Taekwon-Do Association.

1. A Member
 - a. A person who has had their application accepted by President, or their designated deputy, and has made full payment shall be deemed a member.
2. Eligibility
 - a. Any person of any nationality in any location within the UK or British Armed Forces Installations may apply for membership.
 - b. The President reserves the right to refuse an application at their own discretion.
3. Term of Membership
 - a. The membership term is one year
 - b. The term of membership shall usually commence on the date commenced training or the anniversary of that date
4. Termination of Membership
 - a. Membership shall cease on:
 - i. Expiry of the term of membership.
 - ii. The date of written resignation of a member.
 - iii. The date of written suspension or expulsion of a member.
 - b. The Masters' Council has the right to suspend or terminate the membership of any member who has acted to the detriment of, or contrary to the interests of the Association.

Article Seven – Rights and Duties of Members

1. Members are entitled to take part in all Association activities and to receive all Association benefits, unless under suspension.
2. Members shall at all times observe the Tenets of Taekwon-Do, and the Constitution and Rules of the Association.
3. An existing or ex-member shall have no rights whatsoever over Association funds or intellectual or physical property

Article Eight - The President

1. Appointment
 - a. A candidate for President will be chosen amongst the members of the Executive Masters Council. The President Elect will then be ratified as President at the next UKTA Congress.
2. Cessation of the Presidency will occur on the fifth anniversary of election.
3. Duties - The President will appoint, in writing, the following positions

- a. EMC member in charge of administration and finance
- b. EMC member in charge of education
- c. All remaining members of the EMC
- d. Chair of the Tournament Committee (the Chair will appoint all members of the committee)
- e. Chair of the Umpire Committee (the Chair will appoint all members of the committee)
- f. All members of the Promotions Committee (for national seminars and gradings)

Article Nine – The Masters’ Council

1. Structure
 - a. The Masters’ Council will comprise of active Masters of the Association who have accepted an invitation by The President, to be members.
2. Eligibility
 - a. Full members of the UKTA who hold a minimum rank of 7th Degree Black Belt (Master) of the ITF and have been an active member of the UKTA for the 2 years prior to invitation.
 - b. Masters who attend a majority of UKTA events, regularly contribute and are supportive of the Association will be deemed to be active.
3. Cessation
 - a. Cessation of Council membership will occur on:
 - i. Expiry of Association membership.
 - ii. Invitation of the President to relinquish Council membership backed by a majority vote of other Council members.
4. Duties
 - a. To maintain the technical and ethical standards of the Association
 - b. To monitor the Association’s national standards of tuition
 - c. To conduct local and area colour belt seminars
 - d. To conduct national black belt seminars
 - e. To conduct the association black belt gradings on behalf of ITF
 - f. To authorise examiners and/or conduct gradings for students of Assistant Instructors
 - g. To conduct Instructor seminars
 - h. To conduct Examiner Seminars
 - i. To conduct Umpire and Referee courses and seminars

Article Ten –Executive Masters’ Council and Management

1. Structure
 - a. All members of the EMC will be appointed by the President.
 - b. All duties and responsibilities of EMC members will be decided by the President.
 - c. From time to time the EMC may invite members of the UKTA with particular skills or experience to be co-opted to the Council to carry out specific duties
 - d. The EMC will appoint the following members of the UKTA management team
 - i. Information Technology (IT) Manager
 - ii. Office Manager
 - iii. Treasurer
 - iv. National Secretary

The duties and remuneration of the Management Team will be decided by the EMC member responsible for administration.

2. Eligibility
 - a. Members shall have held UKTA membership for the 2 years prior to invitation
 - b. Members shall be aged 18 years or above
3. Cessation

- a. Cessation of a management position will occur on:
 - i. Expiry of Association membership
 - ii. Resignation
 - iii. Removal by majority vote of the Executive Masters Council
- b. Members of the management team considering resigning shall:
 - i. Endeavour to give sufficient notice for an appropriate handover
 - ii. Deliver all monies, papers, books, software, records and other property belonging to the Association

Article Eleven – Indemnification

1. Every member of the Executive Masters’ Council, Masters Council, management or co-opted member of the Association shall be indemnified by the Association and there shall be paid out of Association funds all costs, losses and expenses of any nature which such person may incur or become liable to by reason of any contract entered into or act or thing properly done by him/her in the course of or in discharge of his/her duties to or for and behalf of the Association.
2. To this end the Association shall continuously maintain an appropriate insurance policy.
3. This Constitution and claims made against the UKTA or any of its officers or members shall be governed by English Law.

Article Twelve – Meetings

1. Executive Council and Masters Council Meetings
 - a. Notice
 - i. Notice of a meeting of the EMC and Council shall include an agenda for the meeting and 7 clear days shall be given both as to the business, time, date and place of the meeting, or whether it shall be by conference call.
 - ii. In case of an emergency meeting the President shall authorise the giving of such lesser notice as may, at his sole discretion, seem to be reasonable.
 - b. Quorum
 - i. A quorum shall be four for a valid EMC meeting, and seven for a Masters Council meeting.
 - ii. A meeting shall be deemed valid where the quorum is physically present, by conference call, or a combination of the two.
 - c. Voting & Decisions
 - i. Required decisions of either Council shall be made by a majority vote out of the members present. However, in the absence of objection to an item on an agenda, consensus of those present will confer acceptance the item under discussion.
 - ii. In the event of an equality of votes, The President shall have the casting vote.
 - iii. The Master’s Council may conduct a postal vote on any matter amongst the Registered School Instructors. When a majority of the Instructors who vote are in favour of any resolution made by post, then it shall be deemed to be fully valid.
 - iv. Each decision, proposing an alteration of the Constitution must be put to a vote of Registered Instructors within one month.
 - v. Amending the Financial Regulations must be communicated to Registered Instructors via the next available newsletter.
 - vi. Amending the Rules & Regulations must be communicated to the Registered Instructors via the next available newsletter.
 - d. Conflicts of Interest
 - i. Each member of a Council or Committee shall fully disclose to the meeting all actual and apparent conflicts of interest regarding a matter that comes before the Council or otherwise materially affects the Association’s assets or affairs (Including, without limitation, conflicts deriving from material, financial, family, or organisational interests).
 - ii. That member shall provide such relevant information as the Council requires to evaluate the conflict and take any pertinent action.

- iii. That member will be disqualified from voting (And participating in discussions, if so requested by the Council) on any matter involving a conflict, if so voted by the Council.
 - e. Minutes
 - i. Minutes shall be recorded at each EMC and Masters Council meeting.
 - ii. Minutes shall detail:
 - 1. The subject in question
 - 2. Discussions held
 - 3. Decisions made
 - 4. Voting, abstentions, objections
 - 5. Resulting action and the person required to carry out this action
 - iii. Minutes shall be distributed within 14 days to members present for approval.
 - iv. Approved minutes shall be verified as so at the next Council meeting.
 - v. Meetings will not be recorded by any attendee without approval of those present.
- 2. Congress
 - a. Notice
 - i. Members shall be given three months' notice of the date and place of the Congress.
 - ii. Members shall be given one months' notice of the time of the Congress
 - b. Agenda
 - i. The EMC will decide the agenda of the Congress
 - ii. Any registered Instructor may request additional items for the agenda, in writing, a minimum of 2 months in advance.
- 3. The agenda will be issued to registered instructors at least 14 days prior to the Congress.
 - a. Eligibility to Attend
 - i. All Black Belt members over 18 years old are eligible to attend.
 - b. Quorum
 - i. A quorum of a valid meeting shall be 12 (Being active registered instructors of the UKTA for the 2 years prior to the meeting)
 - c. Voting
 - i. Decisions are made by a majority vote of active registered Instructors present, with the exception of items detailed at Article 15.1
 - ii. In the event of an equality of votes, The President shall have the casting vote.
 - iii. Each decision amending the Constitution, Financial Regulations or the Rules & Regulations must be communicated to the Registered Instructors via the next available newsletter or 1 month, whichever is the earliest.
 - d. Conflicts of Interest
 - i. Each attendee of the Congress shall fully disclose to the meeting any and all actual and apparent conflicts of interest regarding a matter that comes before the Congress or otherwise materially affects the Association's assets or affairs (Including, without limitation, conflicts deriving from material, financial, family, or organisational interests).
 - ii. That member shall provide such relevant information as the Congress requires in order to evaluate the conflict and take any pertinent action.
 - iii. That member may be disqualified from voting (And participating in discussions, if so requested by the Congress) on any matter involving a conflict, if so voted by the Congress.
- 4. Minutes
 - a. Minutes shall be recorded at each Congress.
 - b. Minutes shall detail:
 - i. The subject in question
 - ii. Discussions held
 - iii. Decisions made

- iv. Resulting action and the person required to carry out this action.
- c. Minutes shall be distributed within one month to:
 - i. All members of the Masters' Council
 - ii. All Management Positions
 - iii. All co-opted Members at the discretion of the Chairman of that meeting.
 - i. All active registered Instructors in attendance
- d. Minutes shall be approved at the next Congress
- e. Minutes shall be stored electronically as a Minute Book. They shall be signed and dated by the President once approved.
- f. The Minute Book shall be available to all attendees at every Association meeting.

Article Thirteen – Financial Administration

1. The financial aspects of the Association shall be governed by the Financial Regulations.
2. The Masters Council has the power to appoint suitably qualified auditors or other professional advisers as required.
3. The Masters Council shall decide, as necessary, the rate of all subscriptions, fees and charges to
4. members and member Schools.
5. The Association, through its Masters Council, shall have power to buy, hold and sell Estates and interests in land whether freehold or leasehold and to borrow against pledge charges or create
6. encumbrances over such estates and interests.

Article Fourteen - Expulsions

1. Members who breach the Constitution or Rules of the Association or whose conduct shall be deemed to be contrary to the ethics of Taekwon-Do, contrary to the well-being of the Association, or liable to bring the Association into disrepute or subject to sanction by ITF may be open to a disciplinary procedure.
2. The SMC or Council may make a case for expulsion to a special disciplinary panel.
3. The Panel will consist of a Chairman appointed by the EMC plus one member drawn from the Masters Council and one member from the list of active Registered Instructors from outside the Council.
4. The Panel may expel from Affiliation or Membership of the UKTA any affiliated organisation or member who it finds to be in material breach as per Article 14.1
5. In considering expulsion the Panel may impose any lesser penalty it may see fit, including, but not limited to, suspension or limitation of Association/ITF activities.
6. No affiliated body or Member shall be expelled or suffer any other penalty without being given an opportunity to know the case against them and to answer the specific case before the Panel.
7. Notice of any hearing by the panel shall be given at least fourteen days before taking place and such notice shall broadly state the case against the affiliated body or Member.

Article Fifteen - Amendments

1. Registered Instructors may by resolution, alter, amend or delete the Constitution or any part of it by a majority vote.

Article Sixteen – Matters Not Covered

1. The Masters' Council shall have the power to decide any matter not covered by the Rules and Regulations or Constitution, and any decision shall be final.