



PANAMERICAN KARATE FEDERATION

STATUTES

INDEX

- ART. 1- CONSTITUTION AND OBJECTS
- ART. 2- STRUCTURE
- ART. 3- ECONOMICAL RESOURCES
- ART. 4- ASSETS
- ART. 5- RECOGNITION AND AFFILIATION
- ART. 6- RIGHTS AND DUTIES OF MEMBER COUNTRIES
- ART. 7- INDIVIDUALS
- ART. 8- RIGHTS AND DUTIES OF INDIVIDUALS
- ART. 9- ACCEPTANCE AND OBLIGATIONS
- ART. 10- ELIGIBILITY - CANDIDATURES – INCOMPATIBILITY
- ART. 11- ORGANISATION
- ART. 12- CONGRESS
- ART. 13- EXECUTIVE COMMITTEE
- ART. 14- PRESIDENT
- ART. 15- FINANCES, ACCOUNTS AND AUDITING
- ART. 16- PERMANENT COMMISSIONS
- ART. 17- RULES AND REGULATIONS
- ART. 18- HONORARY PRESIDENT AND HONORARY MEMBERS
- ART. 19- PRIZES AND REWARDS
- ART. 20- DAN GRADES
- ART. 21- PRINCIPLES OF SPORTING JUSTICE
- ART. 22- AMENDMENTS TO THE STATUTES
- ART. 23- DISSOLUTION
- TRANSITIONAL DISPOSITIONS



PANAMERICAN KARATE FEDERATION

ART. 1- CONSTITUTION AND OBJECTS

- 1.1 The Panamerican Karate Federation, hereafter referred to as "**PKF**", is a permanent organization governing all styles of karate and has a legal status, regulates all styles of karate and is composed of the National Karate federations member at Panamerican level.
Karate is the sport discipline which includes all related activities and functions which are managed by the **WORLD KARATE FEDERATION - WKF**- as the governing body of karate in the World.
 - 1.2. The seat and legal domicile of the PKF shall be based in the country of residence of the elected President, unless otherwise decided by the Executive Committee.
 - 1.3 The PKF does not engage in matters pertaining to politics, religion, or race, and is a non-profit organization.
 - 1.4 The PKF performs its activity on an amateur basis in compliance with the principles set forth in the Olympic Charter.
 - 1.5 The PKF has sole proprietorship of the logo of PKF and its use. All rights for the use of the PKF logo and name for purposes of production or sale of articles bearing the name or logo of PKF (such as flags, medals, diplomas, badges, shields, ties, gadgets, and similar objects) rests exclusively with the PKF.
 - 1.6 The official languages of the PKF shall be English and Spanish. All official PKF publications must be edited in English and Spanish. During Congresses simultaneous translation shall be provided in these 2 (two) languages. In the event of disputes, the decision shall be based on the Spanish text.
 - 1.7 The PKF has the aim of promoting, organizing, regulating and popularizing the sport of karate all over the American continent, of protecting the physical and mental health of the athletes, of contributing to the development of friendly relationships among the National Federations and of defending the interests of karate throughout the Americas.
 - 1.8 The PKF will organize the Panamerican Karate Championships in cooperation with the member Federations. The right to organize Panamerican Championships and other official PKF events shall be only granted to such countries that are able to receive all the eligible participants and delegates on their territory.
 - 1.9 The PKF will cooperate with the WKF in making all efforts possible to get karate accepted in the Olympic Games and in all other Games of the Olympic cycle.
-
- 1.10 The PKF has the firm aim to adopt and implement the World Anti-Doping Code.



PANAMERICAN KARATE FEDERATION

ART. 2- STRUCTURE

- 2.1 The National Federations may be members of Regional Federations in order to participate in, or supervise the organization of Regional karate competitions, including Regional Games. The PKF may recognize such Regional Federations. Such recognition shall in no way affect the right of the PKF to deal directly with each National Federation and vice versa.

The right of recognition, suspension or recognition withdrawal of Federations or Associations rests with the Executive Committee of the PKF. An appeal can be presented before the Disciplinary and Legal Commission within 21 (twenty one) days following the notification of the decision. The recognition will be decided after the examination of the Statutes and their compatibility with those of the PKF. In case of changes in the affiliate or member organization's Statutes, in case of violation, or for any other cause affecting the democracy of the sporting processes, the Executive Committee, after due examination, may reconsider such recognition. The Continental Federations can only admit as members National Federations already recognized by the PKF.

- 2.2 The PKF recognizes in principle 4 (four) Regional Federations (North America, Central America and the Caribbean, Central America, and South America and the Caribbean) .

The above mentioned shall collaborate with the PKF within their areas of jurisdiction to the best of their ability.

They shall moreover work in close collaboration with the general directives of the PKF, whose supreme authority they shall recognize in everything concerning the sport of karate in the Americas.

They shall also forward to the PKF a full annual report on the competitive, organizational and promotional activities undertaken.

- 2.3 The Statutes of the Regional Federations shall conform to the principles of the PKF Statutes.

ART. 3- ECONOMICAL RESOURCES

- 3.1 The PKF shall pursue its institutional goals by means of revenues deriving from the membership and other yearly fees, competition entry fees, courses and exams, the organization of official competitions, the issue of licenses and diplomas, fines, bequests and donations, sponsorship, radio, television, video, Internet and photographic rights, royalties and any other form of income providing it has been approved by the Executive Committee. All the radio, television, video, Internet and photographic rights of the PKF championships and other international events organized by the PKF shall be the exclusive property of the PKF. These rights may not be sold or negotiated without agreement of the Executive Committee, which may delegate its authority to negotiate the sale or use of these rights, but which shall support the sole responsibility for the final decision and for the use of the income from the sale of the rights.

- 3.2 The budget, adjustments to the budget, and the final balance-sheet, approved by the Executive Committee, and the reports of the PKF President, the General Secretary, the General Treasurer and the appointed Auditors must be approved by the Congress.

ART. 4- ASSETS

- 4.1 All existing PKF assets must be included in an inventory ledger kept by the Treasurer and certified by an Auditor.



PANAMERICAN KARATE FEDERATION

ART. 5- RECOGNITION AND AFFILIATION

- 5.1 The recognition of a National Federation by the PKF will be done following the regulations contained in these Statutes. For the official recognition of a National Federation in its country, and following Rule 29 and Bye-Laws to Rules 28 & 29 of the Olympic Charter, the PKF will inform the National Olympic Committee and the Highest Sports Authority of the country in question. Rule 30 of the Olympic Charter will apply for the recognition of an NF by an NOC. (References to the Olympic Charter are based on the 11 February 2010 version). The PKF must also recognize all NF recognized by the WKF.
- 5.2 The approval of an applicant National Federation's Statutes by the PKF Executive Committee is required for recognition. The same applies to any subsequent change or amendment to the Statutes of a National Federation that will also have to be approved by the PKF Executive Committee. Such Statutes shall, at all times, conform to the principles of the PKF Statutes and make explicit reference to the affiliation to PKF and to the acceptance and subordination to the PKF Statutes. If there is any doubt as to the meaning or interpretation of the Statutes of a National Federation or if there is a contradiction between such Statutes and PKF Statutes, the latter take precedence.
- 5.3 Also the Rules and Regulations of the National Federations members shall conform to the principles of the WKF and PKF Rules and Regulations. In particular, PKF Competition Rules shall be applied in its entirety in all official national competitions titles for national championships and pertaining national titles, including modalities and categories, and the National Federations members will not schedule or participate in any international activities which contravene the aforementioned competition rules or which fall on dates of celebration of official PKF and WKF events.
- 5.4 A country is defined as an independent State recognized by the International Community. The name of the National Federation must reflect the territorial extent and traditional name of its country and shall be subject to the approval of the PKF.
- 5.5 Only 1 (one) National Federation per country shall be allowed.
- 5.6 The area of jurisdiction of a National Federation must coincide with the limits of the country in which it is established and has its headquarters.
- 5.7 National Federations wishing to be recognized by and subsequently member to the PKF must be an independent organization in their own country. The President and the other members of the Executive Committee of a National Federation must be democratically elected and hold the citizenship of their own National Federation country. Governments or other public authorities shall not designate any members of a National Federation. However, a National Federation may decide, at its discretion, to elect as members representatives of such authorities.
- 5.8 The PKF Executive Committee may take any appropriate decisions for the protection of the sport of Karate in the country of an NF, including suspension of or withdrawal of recognition from such NF if the constitution, law or other regulations in force in the country concerned, or any act by any governmental or other body causes the activity of the NF or the making or expression of its will to be hampered
- 5.9 National Federations wishing to be member of the PKF must send to the General Secretary, together with the relative application fee payment, which in the event of acceptance of the application will be applied to the first year's membership fee, a complete dossier of documents giving detailed information on the standing and capacity of the National Federation including a copy of the latest Audited Financial Statement. This dossier must include the Statutes and the Rules and Regulations of the applicant Federation and documentation of any recognition by the National Olympic Committee or the Highest Sport Authority of the country.

Such membership fee payment shall be in the form of a bank cheque or bank transfer and of



PANAMERICAN KARATE FEDERATION

such amount as specified by the PKF. This payment must be cleared at the PKF bank before membership may proceed.

- 5.10 Membership shall be deemed "provisional" when it has been accepted by the Executive Committee. Once accepted and only then, the Executive Committee will decide on submission of the application to the Ordinary Congress. Provisional membership will automatically expire 2 (two) years after the Executive Committee has granted it. Only the Executive Committee is empowered to award any extension to any provisional membership which has so expired. Provisionally member National Federations shall enjoy all rights, excluding voting rights. Once ratified by the Ordinary Congress, the membership shall be considered "permanent" and shall confer the right to vote 2 (two) years after the Congress at which it were ratified.

ART. 6- RIGHTS AND DUTIES OF MEMBER COUNTRIES

- 6.1 Each member Federation must pay each year to the Treasurer before the beginning of the Senior Panamerican championships an annual membership fee as fixed by the Executive Committee.

If the membership fee is not paid by said date or before the end of the current financial year then a surcharge as set by the Executive Committee is applicable. If the payment is not made in the current financial year a further surcharge as set by the Executive Committee is applicable.

Furthermore if a country has not paid their membership fees fully and wishes to be actively involved at a PKF Championships, then with the President's permission a commitment to payment form as specified by the President must be signed. It is the country's responsibility to ensure such form is duly signed by a responsible individual from their country and it is also the country's responsibility to ensure such payment is made by the date as specified on the form.

If such payment is not made by the date as specified on the form then this will remove the possibility of any future promissory notes being considered for the country in question. It will also result in the suspension of that country from all PKF activities until the required payment including the relative surcharges has been cleared.

- 6.2 The member National Federations shall be entitled to:
-

- a) Participate in Congresses in accordance with Statutory Norms and Rules;
- b) Participate in official competitions in accordance with the specific Competition Rules;
- c) Enjoy the advantages and benefits provided by the PKF;

ART. 7- INDIVIDUALS

- 7.1 The physical persons entitled to be PKF members through a National Federation is:

- a) The Athletes;
- b) The Coaches;
- c) The Physicians;
- d) The Referees;
- e) The Officials;



PANAMERICAN KARATE FEDERATION

- f) All members of national delegations that take part in international official competitions;
- g) Honorary President(s), Honorary Member(s) and former PKF President(s);

ART. 8- RIGHTS AND DUTIES OF INDIVIDUALS

8.1 The physical persons that are PKF members shall be entitled to:

- a) Participate in the PKF activities via the respective National Federations;
- b) Wear the official PKF uniform, complying with pertaining provisions about the matter;
- c) Be put forward for elective offices and appointments providing they possess the minimal requirements;

ART. 9- ACCEPTANCE AND OBLIGATIONS

9.1 National Federations and individual persons member of the PKF shall undertake to comply with statutory Norms, Rules and Regulations and all provisions issued by the Executive Committee.

9.2 Members shall undertake to work in complete compliance with the rules governing the sport, behaving in accordance with the activity performed.

9.3 Any member in breach of the conditions as per points 9.1 and 9.2 above shall be liable to disciplinary action as set forth herein.

ART. 10- ELIGIBILITY - CANDIDATURES – INCOMPATIBILITY

10.1 First time election to any PKF office is only open to persons officially put forward as candidates by the National Federation of their own country, and then only when the National Federation has been effective full rights member of the PKF for the last 2 (two) years and the National Federation is up to date with all payments due to the PKF at the time of the start of the Congress. The Executive Committee members can individually put forward their candidatures to the Executive Committee.

10.2 The following persons cannot be elected members of the PKF Executive Committee:

- a) The employees of the National Federation members of the PKF, for the duration of their work contract plus 2 (two) years after the termination of their contract.
- b) Those who are hired to perform a specific work for the PKF, either individually or as active partners or board members of a company, for the duration of the contract plus 2 (two) years after its fulfillment or the delivery of the work.
- c) Merchants or producers of sports items and their shareholders, partners, administrators and members of the board of sports companies and any kind of commercial company which activity is within the realm of commerce, or manufacture, of any kind of sports items or services pertaining to sports.

Any individual while in elected office becoming in breach of above limitations will forfeit any elected position held. The decision of exclusion will be taken by the PKF Executive Committee.



PANAMERICAN KARATE FEDERATION

- 10.3 All the candidatures for elective offices must be put forward exclusively by the respective National Federation (except for cases referred in point 10.1 above) and be received at the PKF seat or at the General Secretariat office - via post, fax or e-mail - at least 3 (three) months before the date of the relative Congress.
- 10.4 The formalities as per the points above shall also apply to outgoing members.
- 10.5 The validity of the candidatures shall be verified by the PKF General Secretary. Appeals against the decision of the General Secretary shall be filed to the Disciplinary and Legal Commission (DLC) within the 5 (five) days following the notification of the said decision.
-
- 10.6 All the candidatures for elective offices shall be sent by the PKF General Secretary to the member National Federations at least 2 (two) months before the date of the Congress.
- 10.7 Elective offices and appointments are incompatible with the roles of Athlete, Coach or Referee in official events. Should a person in one of these categories be elected or appointed, he must immediately give up his previous role for the whole duration of the term of office.
- 10.8 A National Federation cannot have more than 1(one) Executive Committee member, this without counting the President, the permanent offices, the co- opted member(s) and the former PKF President(s).
- 10.9 If an appointed member other than a Commission Chairman loses the support of his National Federation, the appointment will be immediately forfeited, barring appeal to the Disciplinary and Legal Commission in application of the Rules of the latter.
- 10.10 If an elected member or the Chairman of a Commission loses the support of his National Federation, he will need to remain in the office the support of 2/3 (two thirds) of the Executive Committee and subsequently –for the elected member
– the support of 2/3 (two thirds) of the Congress when elections take place. When the elected member has been elected at least 2 (two) times in the last 4 (four) 4 (four) year terms, this condition cannot be applied. The member in question can then present himself for the re-election in the normal way.
- 10.11 The members of the Executive Committee cannot be appointed to the Refereeing Commission, the Technical Commission, the Medical Commission and the Organization Commission.
- 10.12 All Executive Committee members must hold the citizenship of the country of their National Federation.

ART. 11- ORGANISATION

- 11.1 The powers of the PKF are exercised by its organs, namely:
- The Congress;
 - The Executive Committee;
 - The President;

ART. 12- CONGRESS

- 12.1 The Congress is the supreme organ of the PKF, and has deliberative powers. It shall decide only on matters included in the official agenda.

The Ordinary Congress shall have the final say in all matters relating to karate as presented by the National Federations, and on any other topic of a general nature, and it shall define the guidelines for the PKF activity.



PANAMERICAN KARATE FEDERATION

- 12.2 The Ordinary Congress shall be convened every year at the occasion of the Panamerican Senior Championships and in the city where this is organized.
- 12.3 The Congress shall be convened by mail, fax or e-mail, signed by the President or by the Secretary General.
- 12.4 The Congress can consider only items which are included in the agenda. At least 4 (four) months before the date fixed for the Congress, the General Secretary shall invite the National Federations members to submit via mail, fax or e-mail to the General Secretariat items which they wish to have included in the agenda after agreement of the Executive Committee. The proposals will have to be submitted at least 3 (three) months before the date of the Congress.
- 12.5 At least 2 (two) months prior to the date fixed for the Congress, the Secretary General will send to the member Federations the draft of the agenda made up by the Executive Committee.
- 12.6 The agenda must include the following: Approval of the minutes of the preceding Congress, reports of the President and General Secretary, report of the Treasurer and of the Auditors, report of the Commissions and election of new members to vacant positions in the Executive Committee.
- 12.7 Also the following matters shall be included on the agenda:
- a) Membership of new National Federations;
 - b) Information about future activities and approval of new venues for championships;
-
- 12.8 Matters not included in the agenda for the Congress may, at the consent of a majority of 2/3 (two-thirds) of the members present, be discussed, except when the President, due to time constraints or for considering them of sufficient importance, decides to refer the matter to the Executive Committee, or if considered of sufficient importance by the President, he may decide to refer the matter to the next Congress. Changes in the Statutes will by their nature be considered of sufficient importance as defined above.
- 12.9 The Congress shall be presided over by the President of the PKF, or in his absence by the 1st Vice-president or in absence of the latter by a Vice-president to be selected following the order in which they were ranked. The secretary of the Congress shall be the Secretary General of the PKF or, in his absence, the Assistant Secretary General.
- 12.10 The delegate who represents a National Federation at the Congress must hold the citizenship of the country represented and have a proxy signed by the President of the National Federation unless he himself is the president of the National Federation.
- 12.11 The verification of the proxy will be carried out before the official opening of the Congress by a Commission composed of 3(three) persons, namely 1 (one) Vice-president, the Secretary General or the Assistant General Secretary and the Treasurer or the Assistant Treasurer. In the case of a dispute, the Secretary General shall submit the claim to the Disciplinary and Legal Commission. Should any of the prescribed members of the Commission not be present at the Congress the PKF, the President will, at his discretion, appoint substitute Commission members from the PKF Executive Committee members present.
- 12.12 For the positions to be elected where there is the same number of candidates as positions, the election may take place by acclamation, candidate by candidate.
- 12.13 In order to be valid, candidatures for the Executive Committee must be sent by mail, fax or e-mail 3



PANAMERICAN KARATE FEDERATION

(three) months before the Congress. This formality is also necessary for all members who present themselves for re- election, including the Executive Committee co-opted members.

12.14 Observers may be invited to the Congress by the President, with the right to speak only upon the authorization of the President.

12.15 The candidates for election must respect the ethics and principles of the PKF and may not attempt to procure votes by offering incentives to the PKF members. Any candidate found offering incentives to obtain votes will forfeit his eligibility for the candidature of the office.

12.16 It is forbidden for a National Federation to give a proxy to another National Federation or to a delegate who has a different citizenship than the one of the country of the National Federation, even if he is a member of that National Federation.

12.17 The members of the Executive Committee other than the Executive Bureau members shall not have the right to vote in the Congress, except if they represent a National Federation.

12.18 Barring the terms of Articles 22 and 23 as set forth herein, the Congress shall decide by majority vote. Voting shall generally be done by the show of hands or by roll call. For elections and questions of particular importance, or whenever the Chair of the Congress or $\frac{1}{2}$ (half) of the delegates with voting rights demand it, voting shall be by secret ballot. For elections secret ballot is obligatory – except for the cases referred in Article 12.12 - and the one round system will be followed in all cases. When secret ballot, the Executive Bureau members will vote at the end.

12.19 In the event of a tie, the Chairman of the Congress shall have the right to cast the deciding vote or may also decide to repeat the voting between the candidates tied.

12.20 The following shall be entitled to take part in the Congress:

- a) The member National Federations in possession of voting rights;
- b) The Executive Committee;
- c) The Chairmen of the PKF Commissions;
- d) The Honorary President(s) and Honorary Member(s);
- e) The National Federations with provisional affiliation;

12.21 The member National Federations, in accordance with Statutory Norms and Rules shall be entitled to 1 (one) vote, providing they have had participated in sporting activity of PKF in the year of the Congress and in the previous year, have paid the relative membership fee due (during the last two years) and have cleared all the outstanding payments the PKF.

12.22 The annual sporting period, accounting period and fiscal year adopted by the PKF shall coincide with the calendar year (1st of January / 31st of December).

12.23 Abstentions and blank or spoiled votes are not taken into consideration when calculating the required majority.

12.24 Each National Federation may be represented by up to 2 (two) persons, whom, if 1 (one) of the 2 (two) is not the National Federation President, he or she must be in possession of a proxy signed from the President of the National Federation. Each Federation may also have its own interpreter.

12.25 The Congress shall be deemed valid at the first call if at least $\frac{1}{2}$ (half) of member National Federations in possession of voting rights are present, or at the second call, 1 (one) hour later, if at least $\frac{1}{3}$ (one-third) of member National Federation in possession of voting rights are present. If finally a valid



PANAMERICAN KARATE FEDERATION

Congress is not possible for reasons of quorum, the Executive Committee will convene right after the cancellation of the Congress, with the same agenda as published for the Congress, and with equivalent powers as that of the announced Congress with exception to Article 23 of these Statutes.

12.26 Every 6 (six) years, to coincide with the Panamerican Senior Championships, the Ordinary Congress shall elect the President via secret ballot.
Every 4 (four) years, to coincide with the Panamerican Senior Championships, the Ordinary Congress shall elect, via secret ballot the 8 (eight) elective positions of the Executive Committee;

12.27 The 8 (eight) Executive Committee members elected by the Congress are elected for a period of 4 (four) years.

12.28 The Extraordinary Congress shall meet:

- a) Upon the initiative of the President, when the same considers it necessary;
- b) Upon the written and justified request of at least 50% + 1 (half plus one) of the members of the Executive Committee;
- c) Upon written and justified request of at least 50% (half) of the member National Federations in possession of voting rights;

Providing it complies with the terms and procedures for the validity of Congress as set forth herein, an Extraordinary Congress may be called at the same time as an Ordinary Congress.

The resolutions and decisions of the Extraordinary Congress shall have the same validity as those of the Ordinary Congress.

12.29 The Extraordinary Congress may deal with all matters normally handled by the Ordinary Congress. It shall decide on the proposals to amend the Statutes or any proposal to dissolve the PKF.

12.30 The Chairman of the Congress shall decide on the duration of the speaking time granted to the participants and limitations to when an issue is considered adequately debated before being taken up for voting.

12.31 The Congress may delegate powers to the Executive Committee.

12.32 Any decision of the Congress, including decisions on amendments to the Statutes, comes into effect immediately unless otherwise decided by the Congress upon proposal of the President.

12.33 Minutes of all meetings and other proceedings of the Congress are established under the authority of the President.

ART. 13- EXECUTIVE COMMITTEE

13.1 The Executive Committee shall be composed of the President, and 8 (eight) elected members.

13.2 All Executive Committee elective positions will be elected by the whole Congress.

13.3 In the Executive Committee the equal opportunity must be assured for women and men.

The Executive Committee will have the right to co-opt (1) one additional member. The term of the co-opted member(s) will be at the discretion of the Executive Committee, who may at any time revoke the co-option(s). These co-opted members are appointed with simple majority



PANAMERICAN KARATE FEDERATION

of the Executive Committee members and once co-opted will enjoy full membership and voting rights until the next ordinary election.

- 13.4 The Executive Committee shall be in power for a 6 (six) year term for the President's office and for a 4 (four) year term for the 8 (eight) elected members. All may be re-elected indefinitely.
- 13.5 The newly elected President and Executive Committee members will take office immediately after the election. All attendance and accreditation rights of the outgoing EC members will be kept until the day after the close of the Championships where the corresponding elective Congress has taken place.

13.6 In its first meeting, to take place as early as possible after the elective Congress, the Executive Committee, upon proposal of the President, shall reconfirm or appoint from among its members the 1st, 2nd, 3rd and 4th Vice-presidents, the Secretary General, the Assistant Secretary General, the Treasurer, and the Assistant Treasurer.

The Executive Committee, upon proposal of the President, may revoke and subsequently reappoint any of these positions.

- 13.7 In accordance with article 10 of these statutes, the former Presidents of the PKF will remain members of the Executive Committee of for life, without voting rights.
- 13.8 The Executive Committee shall lead, manage and administer PKF activity, draw up programs in accordance with the directives approved by the Congress and assure that they are enacted. Mainly, it shall:
- a) Call Congresses, establishing the agenda;
 - b) Draft the technical and financial report on the previous year's activity, to be submitted for the approval of the Congress;
 - c) Approve the budget relative changes and the final balance-sheet, to be submitted for the approval of the Congress;
 - d) Create, restructure and remove Commissions;
 - e) Approve and amend Rules and Regulations;
 - f) Decide upon the provisional affiliation of National Federations, to be submitted for ratification of the Congress;
 - g) Decide on the suspension of international activities of National Federations that have not paid their annual fees;
 - h) Confer and repeal appointments;
 - i) Administer available funds;
 - j) Monitor compliance with the Statutes, Rules and Regulations and issued Norms;

-
- k) Issue provisions pertaining to recognition, affiliation and membership;
 - l) Decide upon the amounts of fees and charges;
 - m) Grant amnesties, pardons and remissions and establish the limits of these measures;
 - n) Grant distinctions
 - o) Consider urgent provisions issued by the President;
 - p) Decide upon other matters included in the agenda;

13.9 The Executive Committee shall be convened by the President as required but at least 1 (one) time



PANAMERICAN KARATE FEDERATION

yearly in an ordinary session or, at the written and justified request of the majority of its members, in an extraordinary session.

- 13.10 There will be an Executive Bureau in charge to deal with the day to day affairs between the President and the different Bureau members, depending on the matters to be dealt with. The Executive Bureau composition will be determined from time to time by the Executive Committee upon the suggestion of the President. As a minimum it will comprise the President, the 1st Vice-president, the General Secretary and the General Treasurer.
- 13.11 If for any reason a position should become vacant in the Executive Committee, the Executive Committee may proceed to co-opt a member in accordance with the terms of Article 10 herein. The co-opted member(s) shall remain in office at the discretion of the Executive Committee and as a limit until the following Congress, when regular elections for the co-opted position(s) are held.
- 13.12 The travel, accommodation costs and other expenses, as well as the relative allowances from the Executive Committee members shall be settled in accordance with the provisions of the relevant Rules and Regulations.
- 13.13 The term of the members of the Executive Committee will be automatically extended up to the time of the Congress if the term expires before the date of meeting of such Congress.
- 13.14 At the request of the Executive Committee, meetings will also be attended by the Chairmen of the Permanent Commissions for matters directly concerning them.
- 13.15 All members of the Executive Committee of the PKF are its representatives in their respective countries and not delegates of their countries within the PKF. This is also applicable at Regional Federations level.
- 13.16 The National Federations member to the PKF must include the PKF Executive Committee members in their country, if any. Such members shall form part of and will have the right to vote in the Executive Committees and the General Assemblies of their National Federations. When the national legislation does not allow so, they will be invited to attend, and will also in all cases be attributed a preferential place in all manifestations, events and championships.
- 13.17 When for any reason a meeting of the Executive Committee cannot take place, the necessary decision may be taken following an exchange of faxes or e-mails.
- 13.18 The Executive Committee takes all their decisions by simple majority. In the event of a tied vote, the President, or in his absence the Acting Chairman, will have the casting vote.
- 13.19 In order to be considered valid, any meeting of the Executive Committee of the PKF must include at least 50% (half) of its members and be presided over by the President, or in his absence, by one of the Vice-presidents to be selected following the order in which they were ranked. No proxies are allowed.
- 13.20 The minutes of all meetings and other proceedings of the Executive Committee are established under the authority of the President. No correction or alteration to the minutes will be accepted unless written modification has been received and acknowledged in writing by the Secretariat within 1(one) month after they have been circulated to the National Federation members.

13.21 Vice-Presidents



PANAMERICAN KARATE FEDERATION

13.21.1 The Vice-Presidents assist the President in all functions and will replace him at the times defined in the statutes in accordance with the relevant procedures.

13.21.2 The Executive Committee shall also assign special tasks to Vice Presidents provided that these are not contrary to the provisions of the statutes.

13.22 The duties of the Secretary General are:

13.22.1 The duties of the General Secretary shall be:

- a) To execute the decisions taken by the Executive Committee;
- b) To maintain relationships with the Continental Federations, with the member National Federations and with outside parties;
- c) To draw up and take care of the minutes of the Executive Committee and of the Congress meetings;

13.22.2 To be eligible as the PKF General Secretary is necessary to Executive Committee member at the time of the election in the relevant EC meeting (see 13.6.)

13.22.3 At each meeting of the Executive Committee the General Secretary must present an up to date report on the PKF situation.

13.23 Assistant General Secretary

13.23.1 The duties of the Assistant General Secretary are:

- a) To assist the General Secretary and replace him in the event of absence or impediment;
- b) Perform any other secretarial duty asked by the General Secretary or by the Executive Committee;

13.24 Treasurer

13.24 The duties of the Treasurer are:

- a) It is the duty of the General Treasurer to keep the accounts in order.
- b) At each meeting of the Executive Committee to take place immediately before an Ordinary Congress, the General Treasurer must present an up to date report on the PKF situation.

13.25 Assistant General Treasurer

13.25.1 The duties of the Assistant General Treasurer shall be:

- a) To assist the General Treasurer and replace him in the event of absence or impediment;
- b) Perform any other administrative duty asked by the Treasurer or by the Executive Committee;



PANAMERICAN KARATE FEDERATION

ART. 14- PRESIDENT

- 14.1 The President or other member(s) of the Executive Committee appointed by the President shall represent the PKF in International Organizations and before outside parties. The President represents the PKF before the ordinary justice both in demand and in defense without need to be authorized by the Executive Committee. He can delegate his powers to be represented in any event, before the Court or before the Court of Arbitration for Sport (TAS / CAS) or in any other juridical matter.
- 14.2 To be eligible as the PKF President is necessary to be PKF Executive Committee elected member at the time of the election.
- 14.3 The PKF President shall be responsible for the day to day running of the PKF and for answering to the Congress and to the Executive Committee.
- 14.4 The PKF President shall convene and chair the Executive Committee, after having drafted the agenda, and shall monitor the implementation of the approved resolutions, barring exceptions expressly specified herein
- 14.5 The PKF President shall convene and chair the Congress, barring exceptions expressly specified herein.
- 14.6 The PKF President will be by right a member of the Executive Committee of each of the Continental Federations recognized by the PKF.
- 14.7 In emergency situations, the PKF President may take decisions normally attributed to the Executive Committee or to the Congress. These decisions shall however be submitted to the ratification of the Executive Committee, and in its case of the Congress, in its subsequent meeting.
- 14.8 In the event of a temporary absence, the PKF President may delegate some or all of his functions and powers to the 1st Vice-president.
-
- 14.9 In the event of the President's resignation or permanent absence, his powers shall be taken over by the 1st Vice-president, that, together with the Executive Committee, shall continue to carry out the ordinary administration of the PKF until the next Congress, to be convened and held in accordance with the terms and procedures for the validity of a Congress as set forth herein. In the event of absence or resignation of the 1st Vice-president, the other Vice-presidents shall take his place according firstly to the rank given by the Executive Committee, secondly to seniority in office and lastly to seniority by age.

ART. 15- FINANCES, ACCOUNTS AND AUDITING

- 15.1 Under the authority of the Executive Committee, the Treasurer is responsible for the liquid assets of the PKF and the regular keeping of the accounts.
- 15.2 The Executive Committee will appoint an independent qualified accountant, or a firm of qualified accountants, who will be given the task of auditing annually the accounts of the PKF and reporting to it on them. For each Ordinary Congress, the appointed accountant will moreover provide a succinct report on the audit of the PKF accounts. This report will also indicate whether the accounts have been kept in a regular manner and in accordance with the Statutes of the PKF.



PANAMERICAN KARATE FEDERATION

ART. 16- PERMANENT COMMISSIONS

Without prejudice of what contained in Article 13, point 11), letter d), there will in principle be the following Permanent Commissions:

- 1.- Disciplinary and Legal Commission
 - 2.- Medical Commission
 - 3.- Organization Commission
 - 4.- Refereeing Commission
 - 5.- Technical Commission
-

ART. 17- RULES AND REGULATIONS

- 17.1 The Executive Committee, in accordance with the terms set forth in Article 13, point 11), letter e), and in order to achieve the aims of the PKF, shall issue all the Rules and Regulations.
- 17.2 The Permanent Commissions shall help to prepare the Rules and Regulations in their own sphere of activity.
- 17.3 All Rules and Regulations must conform to the principles of these Statutes.

ART. 18- HONORARY PRESIDENT AND HONORARY MEMBERS

- 18.1 Based upon a proposal of the Executive Committee, the Ordinary Congress shall elect the Honorary Presidents and the Honorary Members by acclamation. They shall be chosen among members who, with selfless commitment, have made a significant contribution to the spread of karate in the world and acquired special merits within the PKF.

The Honorary President(s) and Honorary Member(s) are elected without time limitation. Their nomination may be reconsidered by the Congress upon proposal of the Executive Committee or the Disciplinary and Legal Commission by a 2/3 (two thirds) majority vote.

- 18.2 It is not possible to have more than 2 (two) Honorary Presidents at the same time, except in the case of an outgoing President being elected Honorary President.
- 18.3 The Honorary President is entitled to attend, without voting rights, Congresses and Executive Committee meetings.
- 18.4 The Honorary President(s) and Honorary Members shall make up the PKF Honorary Board.

ART. 19- PRIZES AND REWARDS

- 19.1 The Star for Sporting Merit will be the distinction to honor National Federations and individuals who have distinguished themselves through the performance of activity to popularize and improve the sport of karate.
- 19.2 There are 3 (three) types of Stars for Sporting Merit:
 - a) Gold: For the Honorary Presidents and Honorary Members, for National Federations and individuals that have worked for karate at least 20 (twenty) years.



PANAMERICAN KARATE FEDERATION

- b) Silver: For National Federations and individuals that have worked for karate at least 15 (fifteen) years.
- c) Bronze: For National Federations and individuals that have worked for karate at least 10 (ten) years.

19.3 The Stars for Sporting Merit are accompanied by the corresponding Diploma and, for individuals, by a special badge.

ART. 20- DAN GRADES

20.1 The PKF shall recognize and award Dan Grades in accordance with the relative Regulations.

ART. 21- PRINCIPLES OF SPORTING JUSTICE

21.1 The PKF will have a Disciplinary and Legal Commission (DLC). The right of defense and contradiction will be granted.

21.2 Any dispute arising from the application or interpretation of the PKF Statutes will be settled exclusively and finally by a Tribunal formed by the DLC following its Rules.

21.3 The National Federations are responsible before the PKF of the actions of the associations, clubs and individuals that belong to them, as well as of the compliance of all their components with the Statutes of the PKF.

21.4 A National Federation may be excluded from the PKF for one of the following reasons:

- a) By majority decision of the Congress;
- b) For omission of payment of the membership fees for 2 (two) years. In this case the decision may be taken by the Executive Committee;
- c) By decision of the DLC, in accordance with the Article 11 of the Disciplinary Rules.

21.5 National Federations who have not paid their annual fees and whatever other amounts due to the PKF by the required date may be suspended by the Executive Committee as full rights members and from all international activities until complete payment of all amounts due is made. Only the Executive Committee will be able to authorize exceptions or postponements, these exceptions or postponements not affecting the full applicability of Articles 10.1 and 12.21.

21.6 National Federations whose payments are not completely made at the date fixed by the Congress may be authorized by the Executive Committee to attend the Congress but will not have the rights to intervene nor to vote.

21.7 Whether a National Federation shall leave the PKF through expulsion or resignation or any other reason, it shall remain liable to the PKF for all amounts due and must fulfill its duties and obligations to the PKF.



PANAMERICAN KARATE FEDERATION

- 21.8 If a National Federation, the members that form that National Federation or an individual member of that National Federation contravenes the Statutes of the PKF, or for any reason of discipline, the PKF may restrain or suspend the activities of this Federation or individual member, in accordance with the PKF Statutes and the Disciplinary Rules. Any disciplinary decision taken by the PKF must also be applied inside the corresponding Continental Federation.
- 21.9 The PKF expressly prohibits their National Federations, and their components, from the double affiliation with any karate organization as it may be determined by the PKF Executive Committee to be a dissenting organization.
- National Federations and their members are prohibited from having sporting relationships with these dissenting organizations, or with a member country of the PKF which National Federation is suspended due to non-payment of fees or for disciplinary reasons.
- 21.10 The Disciplinary and Legal Commission may take disciplinary actions against Federations and physical persons.
- 21.11 The amnesties, pardons and remissions given can be specific, partial or of an absolutely general nature.
- 21.12 Member members and Individuals shall commit themselves to accept no authority other than the one of the PKF. An appeal before the Court of Arbitration for Sport (TAS / CAS) is only possible after having exhausted all the internal resources foreseen in the PKF Statutes and Disciplinary Rules.

ART. 22- AMENDMENTS TO THE STATUTES

- 22.1 Proposals to amend these Statutes may be put forward by the Executive Committee or by member National Federations having voting rights. In the case of National Federations, proposals must be presented to the Executive Committee by at least 50% + 1 (half plus one) of all member National Federations having voting rights.
-
- 22.2 The Executive Committee shall call the relevant Extraordinary Congress in compliance with the terms and procedures as set forth herein.
- 22.3 Proposals to amend these Statutes must be approved by at least 2/3 (two thirds) of the member National Federations having voting rights that are present at the Congress.
- 22.4 Changes in these Statutes become provisionally effective upon approval of the Executive Committee and finally upon ratification by the Congress.
- 22.5 For anything that is not covered by these Statutes, the Executive Committee may take action the necessary decisions which must then be submitted for ratification to the next Congress.

ART. 23- DISSOLUTION

- 23.1 The proposal to dissolve the PKF must be presented to the Executive Committee by at least 4/5 (four fifths) of the member National Federations having voting rights.
- 23.2 The Executive Committee shall call the relative Extraordinary Congress in compliance with the terms and procedures as set forth herein.
- 23.3 The proposal to dissolve the PKF must be decided by the Extraordinary Congress with a majority of at least 4/5 (four-fifths) of the votes of the member National Federations having voting



PANAMERICAN KARATE FEDERATION

rights.

- 23.4 Should the PKF be dissolved, its assets must be divided among the member National Federations having voting rights in proportion to the number of years that each Federation has been member.

Transitional Dispositions

- 1) These Statutes will be in effect immediately after their approval of the PKF Congress

Approved PKF Congress - Buenos Aires, May 15 2013 –
Amendments approved PKF Congress – Toronto March 17 , 2015 -