



WAKO By-laws

**As amended and approved by the WAKO Board on June 4, 2016
As amended and approved by WAKO Board on June 14, 2019.**

WAKO By-laws

Section 1.01 Scope of the By-laws

These By-laws contain the main internal rules and regulations of the World Association of Kickboxing Organizations (“**WAKO**”) in connection with the implementation and structure of its Statutes as well as the determinations of the Board of Directors of WAKO on the composition of the various bodies working towards the objectives and goals of WAKO.

The Board of Directors of WAKO may, from time to time, amend and/or integrate the provisions of these By-laws pursuant to the provisions of Article 35 of the Statutes.

These By-laws has entered into effect on the date of its approval by the Board of Directors on June 14th, 2019.

Section 1.02 Objectives of WAKO

The objectives of WAKO are those set forth in Article 2 of WAKO’s Statutes.

WAKO’s main objective shall be the promotion of the Sport of Kickboxing (as defined in the Statutes) worldwide through the organization of WAKO’s events and championships and the support, promotion and safeguard of the interests of WAKO’s Members and all their athletes in connection with the promotion of the Sport of Kickboxing.

Section 1.03 Board of Directors – Status

The members of the Board of Directors are appointed by the General Assembly.

The Board of Directors is the executive body of WAKO. Including the President, the Board of Directors consists of minimum 11 up to maximum 17 members – among whom 30% to 40% should be women.

The Board of Directors shall meet and resolve pursuant to the provisions of Article 35 of the Statutes of WAKO. The office of member of the Board of Directors has a duration of 4 (four) years from the election of the President.

The responsibility and powers of the President and Board of Directors are determined in WAKO Statutes under Articles 36 and 37 respectively.

The Board of Directors should enforce a practice to always involve relevant Committees in order to get their feedback and comments before changes in rules and regulations are decided; this for the purpose of creating engagement and responsibility in the Committees.

Section 1.04 Auditors – Status

The Auditor is appointed by the General Assembly for a period of two (2) years to audit the financial statements of WAKO in accordance with the provisions of Article 52 of the Statutes.

The Auditor shall carry out an audit at least once per financial year on the financial statements approved by the Board of Directors and present a report to the General Assembly.

Section 1.05

NF Membership/Applications/Procedures

These By-laws refer to article 9 (Application Procedures) of WAKO Statutes and complete and clearly define the process of evaluation of the membership applications submitted by the NFs to WAKO.

- All applications with required information and documents provided under article 9 of the Statutes must be sent to WAKO Administration directly from the proposed NF. The application is organized and summarized by WAKO Administration and forwarded to the President.
- The respective Continental Federation will be informed in writing by WAKO Administration about the application of the NF of the relevant Continent being processed.
- Once received the application is preliminarily evaluated by the President and WAKO Administration for the purpose of verifying that it meets the requirements provided by article 9 of the Statutes and that all required documentation has been submitted with the application. After this preliminary evaluation has been made and the application is provisionally considered complete, it is sent for information to the relevant Continental Federation.
- An application will not be reviewed until it has been submitted complete of all the mandatory requirements and documents as laid down by the WAKO Statutes.
- The President may establish ad hoc Committee in order to work on the evaluation of the respective applicant NF and before recommendations are forwarded by the Administration to the Board of Directors for probationally approval.
- The President may involve the Legal Committee for legal advice and may involve the relevant Continental Federation in order to get further information if required on the applicant and its status in the relevant Continent. In general, the Continental Federation must provide support to WAKO when unclear situations arise in the application process.
- If WAKO receives a notice or recommendation to change the national representation of a NF (that is already a member of WAKO), a full assessment must be undertaken on the applicant and a new application must be submitted by the new party the process of evaluation of the new membership must be involved both parties (the applicant and the former member). In case the situation is unclear, the President must approach the National Sport Authorities of the applicant NF for a final verification.
- The relevant Continental Federation may always provide its recommendations if the Continental Federation President discovers any irregularities. In such a case, a proposal can be directly sent to the President for due consideration and assessment.
- A change of representative member (NF) and/or a change of the name of a member must follow the full recognition process, and be preliminary approved by the Board of Directors and then fully approved during the General Assembly following the submission of the application with the related documentation.

Section 1.06

Committees – Status

According to Article 37, the Board of Directors has all powers necessary to manage WAKO and, among others, issues regulations in connection with the Committees and appoints any further Committees it deems necessary at any time.

All the below Committees report to the Board of Directors.

In particular, the Chairmen of the Committees must provide a report on the Committee's work to WAKO President every six months. The WAKO President will then forward the reports to the Board of Directors of WAKO.

1.5.1 Organizing Committee

The Organizing Committee consists of minimum 6 members.

Duties:

The Organizing Committee meets before and during the World/Continental Championships, World Cups and International open tournaments. If necessary, the members initiate other meetings, but are requested to meet during said events/tournaments. Otherwise they communicate by mail and by telephone/Skype.

Responsibility:

- The Organizing Committee is responsible for investigating and delivering a recommendation report of prospective host cities and organizations for future WAKO championships.
- The Organizing Committee is responsible for the organizing and setting of the venue in the World Championships. It may also support the organization of Continental Championships
- In each WAKO and Continental Championship the Technical Director has the main responsibility for that specific event, or his/her appointed representative.
- It is responsible of all documentation regarding drawing, seeding, results and awarding ceremony of a WAKO Championship or event.
- It closely cooperates with all Committees and facilitates all seminars (Referee – Coaching – Athlete – medical etc).
- It, together with the promoter or his agents, takes care of the event/promotion/tournament and makes sure that everything is arranged according to the WAKO rules and regulations. Any deviation from the rules has to be cleared by the Organizing Committee and approved through the Board of Directors present at the championships.
- It assists the Referee Committees to assure the official weigh-in.
- It reports to the Chairman of the Organizing Committee and the Board of Directors
- It compiles a detailed post event report for the WAKO Board.

1.5.2 Referee Committee

The Referee Committee is divided into two sections: Ring Sports and Tatami Sports. Each of the sections has a minimum of 6 members, covering both genders from a minimum of 3 Continents.

Duties:

The Referee Committee meets before the World, Continental Championships, World Cups and International A/B/C Class open tournaments. If necessary, the members initiate other meetings, but are requested to meet during said events/tournaments. Otherwise they communicate by e-mail, mail, conference call or by telephone/Skype.

Responsibility:

- The Referee Committee is led by the Chairman of each section (Ring and Tatami Sports) and is responsible to lead, train and organize all referee and judge activities during the World Championships and World Cups, details description of responsibilities is defined in the Sport rules.
- The Committee is responsible to initiate and organize worldwide activities for the purpose of developing referees.
- The Chairman has the duty to delegate his/her responsibility to other members of the Referee Committee in his/her absence.
- The Committee organizes seminars at the request of the President and in collaboration with a refereeing development strategy. The Committee organizes and hosts referee development camps, under the instruction and with the written permission of WAKO President.
- The Committee can certify referees that have been through a prescribed educational course and in the case of A class practical assessment of competence.
- The Committee creates a list of proposed referees for the President or invite to Continental and World Championships.
- The Committee keeps and manages a master list/database of all referees' activities in WC /A/B/C class events and World/Continental Championships, provided that such activity will always be compliant with GDPR.

1.5.3 Technical Committee

The Technical Committee consists of minimum 6 members. The members of the Technical Committee must be experienced individuals in both Tatami and Ring, with a strong technical background as an official/referee/promoter, with at least ten years' experience.

Duties:

The Committee meets before the World/Continental Championships, World Cups and International open tournaments. If necessary, the members initiate other meetings, but are requested to meet during said events/tournaments. Otherwise they communicate by e-mail, mail, conference call or by telephone/Skype.

Responsibility:

- To improve the existing WAKO Syllabus.
- To improve the present grading WAKO system.
- To assist technically WAKO Continental Federations for the purpose to improve their skills based upon an agreement with the relevant Continental Presidents and upon their request and the approval of the President.
- To assess and approve all fighting safety equipment supplied by Promoters/Sponsors.
- To inspect all Fighting Areas during World/Continental A/B/C class Championships which must be of top quality.
- To advise WAKO Board of Directors concerning the rules applicable into each Ring and Tatami sports.

1.5.4 Medical, Health and Anti-Doping Committee

The Medical, Health and Anti-Doping Committee consists of members from at least 3 Continents and representing both genders. The Committee consists of minimum 6 members.

The members of the Medical Health and Anti-Doping Committee must be qualified doctors or medical professionals in their respective jurisdictions and must have had at least 10 years of experience.

Duties:

The Committee meets before the World/Continental Championships, World Cups and International open tournaments. If necessary, the members initiate other meetings, but are requested to meet during said events/tournaments. Otherwise they communicate by e-mail, mail, conference call or by telephone/Skype.

Responsibility:

- To create, manage and implement a safety protocol for all WAKO tournaments and events.
- To ensure through collaboration and communication, that all safety rules are followed in the tournaments/championships both according to the doctors and the medical staff.
- To educate and to advise the Board concerning WAKO medical rules to the tournament medical staff.
- To improve the rules regarding to safety and health of athletes and develop monitor programs.
- It makes sure that the anti-doping rules are applied and together with the Board of Directors and/or Promoter in a championship supervises the Anti-doping control and out of competition testing.
- To make sure that WAKO works effectively to prevent weight reduction health problems.
- If the medical service in a tournament is not according to the rules, the Medical, Health and Anti-Doping Committee has the power to temporarily stop activities in conjunction with the Organizing Committee in the sport-hall. The Medical, Health and Anti-Doping Committee has also the power to postpone the start of fights if weigh-in are too close to normal start of fights or if the weigh-in is delayed or in other way fighters are not properly informed. It is in charge of issues related to gender verification.
- To create – manage and administer the WADA/WAKO approved Registered Testing Pool.
- To create an annual test distribution plan with GAISF/WADA.
- To design, deploy and co deliver an anti-doping education program for athletes and officials
- To communicate and educate WAKO members in best practice in medical care within the sport of Kickboxing.
- It compiles a detailed post event medical report for the WAKO Board.

Doping Hearing Panel

The Doping Hearing Panel consists of a Chairman and at least 4 other members appointed by the Board of Directors for a period of 4 years.

Members of the Doping Hearing Panel may be WAKO Individual Affiliates of Full Members or persons independent from WAKO and/or its Members. They shall have appropriate background and experience to sit in anti-doping panel (legal, medical, field experience in anti-doping etc.).

The conditions set forth in Article 33, paragraph 1, lit. iii) to vi) of WAKO Statutes apply to the eligibility of Doping Hearing Members.

If a member of the Doping Hearing becomes unavailable or does not meet the eligibility conditions anymore, it can be removed by the Board of Directors, which replaces him or her for the remaining period of his or her term.

Members of the Doping Hearing may be re-appointed provided they meet the applicable personal eligibility conditions.

The Doping Hearing Panel is in charge of the conduct of proceedings in application of the WAKO Anti-Doping Rules.

Further modalities in regard of the Doping Hearing Panel may be set forth in the Anti-Doping Rules.

The Board of Directors may transfer the implementation of the Anti-Doping Rules to independent entities.

1.5.5 Athletes Committee

The Athletes Committee has members in representation of both Ring Sports and Tatami Sports. The Athletes' Committee consists of a Chairman and at least 4 other members in representation of 4 Continents and must include representatives of both genders.

In accordance with Article 32, paragraph 1, letter d(i) of the Statutes, "*The proposed members of the Board of Directors shall be selected by the President taking into account the following criteria: (i) One member (taking also into account members in accordance with lit. b above) has to be a Member of the Athlete's Committee*".

Members of the Athlete's Committee shall be WAKO Individual Affiliates of Full Members. They shall be or have been active high-level kickboxing athletes. If a member of the Athlete's Committee becomes unavailable or does not meet the eligibility conditions anymore, it can be removed by the Board of Directors, which replaces him or her for the remaining period of his or her term. Members of the Athletes' Committee may be re-appointed provided they meet the applicable personal eligibility conditions.

Duties:

The Athletes' Committee meets before the World/Continental Championships, World Cups and International open tournaments. If necessary, the members initiate other meetings, but are requested to meet during said events/tournaments. Otherwise they communicate by e-mail, mail, conference call or by telephone/Skype.

Responsibility for both sections: To consider questions related to athletes and to provide advice to the Board of Directors.

- To represent the rights and interests of athletes and to make related recommendations.
- To seek information and/or to involve needed persons within the Sport of Kickboxing related to disciplines not represented in the Athletes Committee.
- To assist in developing coach related education and seminars.
- To maintain a contact with IOC athletes commission when needed and when applicable.
- To propose initiatives for youth development in combination with the Coaching Committee, Education Committee and Development Committee.

1.5.6 Coaching Committee

The Coaching Committee is divided into two sections: Ring Sports and Tatami Sports. The number of members is of minimum 4 persons per section. The total number of members in the Coaching Committee is of 14 members. Members in representation of 3 Continents must be present and the Coaching Committee

must also have representation from both genders.

The members of the Coaching Committee must be experienced individuals with at least ten years of experience. Elections for Coaching committee should be held every four years in synch with the tenure of the WAKO Board terms of office.

Duties:

- The Chairman is responsible for development, education and coordination with all Committees to fulfill WAKO development requirements. The chairman makes sure that all Committee members have duties for development and are active.
- The Coach Committees represents and is responsible for all coaches.
- The Committee meets in front of World Cups and/or Continental/World Championships. If necessary, they initiate other meetings, but are requested to meet during events/tournaments. Otherwise they communicate by mail, Skype and WhatsApp.

Responsibility:

- In preparation of World /Continental Championships and Cups the Coach Committee organizes seminars to learn and share knowledge, experiences and learning on newest developments in world sport. The Committee organizes seminars (in preparation for World /Continental Championships and Cups) to make sure that the coaching and behavior of coaches are at their best and developed in a progressive fashion.
- The seminars will deal with each kickboxing style and the rules to be used during the tournaments.
- In close relationships with WAKO Academy work about development of education in kickboxing according the main postures in world sport on safety basics.
- Make sure that all coaches work in a way which is important for the WAKO development.
- Verbal, video, PPT or any other way of introduction, presentation and explanations basic on development of kickboxing sport.
- Verbal explanation of main issues that normal causes problem in order to harmonize the coaches.
 - ▪ Written tests/exams.
 - ▪ Registration.
- All coaches have to be registered and needed to have their dossier with file history. This dossier must have basics of trainer's history (years of training, club, medals as competitor, medals of fighters, champions, education, etc.). The best coaches in all disciplines will be awarded in the Continental Championships.
 - ▪ The coaches will get their license based on their dossiers (to make level of licenses);
 - ▪ They are responsible for all Coaches Certification programs for each discipline;
 - ▪ They need to bring the coaches experience and requirements with occasion of WAKO Competitions to the respective Tournament Committee of the event;
 - ▪ To be in contact with and bring forward recommendations and proposals from the coaches around the world, and to advise on any proposal or amendments to Technical Rules for each discipline;
 - ▪ They have a close cooperation with ALL Committees.
 - ▪ They together with the all officials take care of the event/promotion/tournament and make sure everything is arranged according to the WAKO rules. Any deviation to the rules has to be cleared by the committee or through the Board of Directors.

1.5.7 Women Committee

The Women Committee has a minimum of 6 up to maximum 10 members representing at least 3 Continents.

Duties:

The Women Committee meets before the World/Continental Championships, World Cups and International open tournaments. If necessary, the members initiate other meetings, but are requested to meet during said events/tournaments. Otherwise they communicate by e-mail, mail, conference call or by telephone/Skype. One member of the Committee is represented in the Board of Directors.

In accordance with Article 32, paragraph 1, letter d(ii) of the Statutes, *“The proposed members of the Board of Directors shall be selected by the President taking into account the following criteria: (ii) The number of women directors shall tentatively reach at least 30 to 40 % of the members”*.

Responsibility:

- To consider questions related to women activities development and/or equal possibilities for the gender and to provide advice to the Board of Directors.
- To represent the rights and interests of women athletes/members and to make related recommendations.
- To seek information and/or to involve appropriate persons within the Sport of Kickboxing related to disciplines not represented in the Committee.
- To maintain a contact with related international women commissions when applicable.
- Responsible for communicating to representatives in all Continents.

1.5.8 Education Committee

The Education Committee consists of minimum 6 members from at least 3 Continents and representing both genders. The Committee is divided into two sections: Education and Youth & Student.

Duties:

The Education & Student Committee meets before the World/Continental Championships, World Cups and International open tournaments. If necessary, the members initiate other meetings, but are requested to meet during said events/tournaments. Otherwise they communicate by e-mail, mail, conference call or by telephone/Skype.

Responsibilities for the sections:

Education:

- To plan, organize, inform and involve all educational activities, except referee and judge education and medical education.
- Responsible to design, develop, implement and deliver a WAKO WAKO's Coaching e-learning systems.
- To propose initiatives for youth development in coordination with the Coaching Committee and the Athlete Committee.
- To plan, organize and coordinate activities related to education activities during Championships and other defined tournaments.
- To create an activity plan for WAKO's central activities or assist/support the Continental Federations based upon an agreement with the relevant Continental Presidents and upon their request and the approval of the President.

1.5.9 Media Committee

The Media Committee consists of minimum 3 members The President has the power and right to include in the Committee professionals that are specialized in marketing and media whom may be paid for their services in order to create maximum exposure and to ensure follow ups of media agreements of WAKO.

Duties:

The Media Committee meets before the World/Continental Championships, World Cups and International open tournaments. If necessary, the members initiate other meetings, but are requested to meet during said events/tournaments. Otherwise they communicate by e-mail, mail, conference call or by telephone/Skype.

Responsibility:

- To proactively promote the WAKO World Championships on social media;
- To create content for the development of the brand of Kickboxing;
- To initiate, develop and establish marketing activities of WAKO;
- To be responsible for media and PR activities, both content marketing and content stories;

- To be responsible for newsletters, cover stories, editorial messages, exploit web pages and creating activities in social medias;
- To be responsible for coordination of streaming facilities during the Championships;
- To be responsible for developing and implementing commercial concepts related to the promotion and marketing of the Sport of Kickboxing and WAKO in coordination with the Organizing Committee;
- To publish the WAKO Magazine in printed form or electronic form on WAKO web site two times a year;
- To support the President and WAKO office in the promotion of the sport of Kickboxing within and without the Organisation;
- Negotiation and administration of agreements with external parties, hereunder Olympic Channel and other sport media publications.

1.5.10 WAKO development Committee

The Development Committee consists of 5 members and can have a flexible role in the focusing issues as well as in business development.

Duties:

The Development Committee meets before the World/Continental Championships, World Cups and International open tournaments. If necessary, the members initiate other meetings, but are requested to meet during said events/tournaments. Otherwise they communicate by e-mail, mail, conference call or by telephone/Skype.

Responsibility:

- Integrity and Fair Play; To develop and initiate activities and mechanisms as standalone activities and with Referee, Coach and Athlete Committees. Hereunder e-learning and preventive tools.
- Responsible for organizing the process relevant for Yearly Fair Play Awards and/or activities related to Fair Play as described in CIFP manuals.
- Athlete Corner; To develop and coordinate activities related to the Athlete Corner concept and in cooperation with Education, Athlete, Coach, Women and other committees involved.
- Social integration; To develop and implement activities and coordinate such with the rest of the organization. Implementation of the social responsibility "Because We Care".
- Project Management; Coordinate and implement initiatives as a consequence of needed development with the international frame and as a consequence to develop WAKO in the direction of higher international recognition.

1.5.11 International Relations Committee

The Internal Relations Committee consists of at least 2 persons in representation . The President have the power to engage new resources in order to secure progress.

Duties:

The Committee meets before the World/Continental Championships, World Cups and International open tournaments. If necessary, the members initiate other meetings, but are requested to meet during said events/tournaments. Otherwise they communicate by e-mail, mail, conference call or by telephone/Skype.

Responsibility:

- To handle all relevant contact with surrounding organizations like IOC, SportAccord, Fair Play, FISU, AIMS and other political and sports organizations.
- To be responsible to coordinate, apply, communicate and initiate activities and support from mentioned and/or other organizations.

1.5.12 Legal Committee

The Legal Committee consists of a Chairman and at least 4 other members appointed by the Board of Directors for a period of 4 years

Members of the Legal Committee shall be WAKO Individual Affiliates of Full Members. They shall have legal

education and experience. The conditions set forth in Article 33, paragraph 1 lit. iii) to vi) of WAKO Statutes apply to the eligibility of Legal Committee members. If a member of the Legal Committee becomes unavailable or does not meet the eligibility conditions anymore, it can be removed by the Board of Directors, which replaces him or her for the remaining period of his or her term. Members of the Legal Committee may be re-appointed provided they meet the applicable personal eligibility conditions.

Duties:

In general, it meets every time it is needed. In particular, it meets before the World/Continental Championships, World Cups and International open tournaments. In any case, the members may communicate by mail and by telephone/Skype.

Responsibility:

- The Legal Committee is the primary legal counsel of the President.
- The Legal Committee supports and advises the Board of Directors in regard of all legal and regulatory matters (advice regarding issuance, interpretation and application of regulations, legal issue).
- It is responsible for the legal review and draft approval of all corporate governance documents of WAKO as well as any official documents that are issued or submitted by WAKO to any Sport Authorities or Administrative national and international bodies.
- It gives opinions or advices to the Board, when requested, on any issues relating to WAKO documents;
- The Legal Committee further issues decisions or recommendations in specific matters, when such competence is provided in these Statutes or in provisions of further WAKO regulations.
- It protects the legal status and suggests possible legal solutions for the best interest of WAKO.

1.5.13 Ethical Committee

The Ethical Committee consists of 7 members among whom 2 members shall be independent persons not active nor involved in the Sport of Kickboxing.

Duties:

In general, it meets every time it is needed. In particular, it meets before the World/Continental Championships, World Cups and International open tournaments. In any case, the members may communicate by mail and by telephone/Skype.

Responsibility:

- The Ethical Committee is responsible to assist WAKO in developing and updating a framework of ethical principles, including those contained in the Code of Ethics, based upon the values and principles enshrined in the Code of Ethics as well as WAKO Statutes, By-laws, Disciplinary Code, Procedural Rules, Technical & Competition Rules and in the Olympic Charter.
- It is responsible to help ensure compliance with the WAKO ethical principles in the policies and practices of WAKO; it provides assistance, including advice or proposals, upon request by the WAKO President, the WAKO Board, the Disciplinary Commission or the General Assembly, in order that the WAKO ethical principles are applied in practice; it investigates on complaints or other issues submitted to it by any WAKO bodies and raised in relation to the breach of the WAKO ethical principles, and, if necessary, to recommend sanctions or other action to be taken by the Disciplinary Commission.
- It brings to the attention of whatever entity it finds appropriate, including but not limited to the WAKO President, the Board, the Disciplinary Commission or the General Assembly, any matter infringing the WAKO ethical principles and recommend actions or sanctions; it advises on how to avoid or resolve conflicts of interests.
- It pursues any other tasks relating to the development and implementation of the WAKO ethical principles, as requested by any WAKO bodies.

1.5.14 Disciplinary Committee

The Disciplinary Committee consists of a Chairman and at least 4 other members appointed by the Board of Directors for a period of 4 years

Members of the Disciplinary Committee shall be WAKO Individual Affiliates of Full Members. They shall have appropriate background and experience to sit in a disciplinary panel. The Chairman shall have legal education. The conditions set forth in Article 33, paragraph 1, lit. iii) to vi) of WAKO Statutes apply to the eligibility of Disciplinary Committee members.

If a member of the Disciplinary Committee becomes unavailable or does not meet the eligibility conditions anymore, it can be removed by the Board of Directors, which replaces him or her for the remaining period of his or her term. Members of the Disciplinary Committee may be re-appointed provided they meet the applicable personal eligibility conditions.

Duties:

In general, it meets every time it is needed and whenever a case is submitted to its attention by the President, WAKO Board or the Ethical Committee. In any case, the members may communicate by mail and by telephone/Skype.

Responsibility:

The Disciplinary Committee is in charge of the conduct of disciplinary proceedings conducted as a consequence of violations of the WAKO Statutes and further WAKO Regulations by WAKO Members and/or WAKO Individual Affiliates. Moreover, the Disciplinary Committee is responsible to take actions and apply sanctions on the basis of the Dispute Resolution and Disciplinary Code and the suggestions of the Ethical Committee and/or the Board of Directors.

1.5.15 Arbitration Committee or Arbitration Board

The Arbitration Board consists of a Chairman and at least 3 other Members appointed by the Board of Directors for 4 years terms of office.

The members of the Arbitration Board shall be independent and shall not be WAKO Individual Affiliates. They shall have a legal education and experience in dispute resolution.

If a member of the Arbitration Board becomes unavailable, the Board of Directors may replace him or her for the remaining period of his or her term.

The Arbitration Board shall act as independent dispute resolution body and resolve disputes submitted in application of these Statutes or WAKO Dispute Resolution and Disciplinary Code.

The Arbitration Board, respectively its Members acting as panel members or sole arbitrators shall apply WAKO Statutes and regulations and Swiss Law. They determine the applicable procedural rules subject to observance fundamental principles of procedure, including the right to be heard.

The Arbitration Board may issue procedural provisions or directives governing the proceedings in front of panels or sole arbitrators.

1.5.16 Relevant for all above Committees

As per Article 37(d) of WAKO Statutes, WAKO Board of Directors issues regulations in connection with the Committees and appoints any further Committees it deems necessary at any time.

All of the above Committees shall advise and report to the Board of Directors at least once a year or upon its request. It is of importance that communications are conducted in English, which is the official language in WAKO and are directed by the President.

As per Article 42 of WAKO Statutes, the Board of Directors may establish other Committees to address specific issues in connection with the management of WAKO's activities. Moreover, the Board of Directors determines the constitution, organization, competences of the Committees and, if appropriate, issues corresponding regulations. In the absence of specific provisions, provisions applicable to the constitution of standing committees apply to the ad hoc committee's mutatis mutandis.

In case of changes in the Committees (as structure and/or mandate and/or appointment of temporary Committees), such changes can be decided and executed by the Board of Directors and come into effect immediately and before the relevant changes are inserted in these By-laws.

Evaluation of the Committees is done after each year upon the President's initiative, if some members are inactive or not engaging; the chairman of the Committee will suggest to the President a change of members. In order to maintain the requirement of minimum 3 Continents in each Committee, a replacement should be with a person from the same Continent. The Committee chairman may propose candidates. The President asks the Board of Directors to approve for the relevant change.

1.5.17 Special clause for the appointment of the member of the Athlete and Women Committees in the Board

The Board of Directors decides the name of the candidate(s) to be appointed in the Board of Directors pursuant to Article 32, paragraph 1, letter d) of the WAKO Statutes from the Athlete Committee and the Woman Committee

The appointment process relating to the rest of the members of the Committee shall entail the following:

- The appointment shall be held during a World Championships if the Board doesn't decide elsewhere. The mandate period for the appointed Committee members is 4 years. If a Committee member resigns during the period, the position is vacant. If the Chairman resigns or in case of vacancy, the Committee members select a substitute within the Committee who remains in office until the Chairman resumes the position or, in any event, until the next normal nomination in the four year cycle from the previous group appointment
- At least 2 months before the date scheduled for the appointment, the Chairman of the respective Committees shall, through the WAKO Administration, send a formal notice of call to all members for the appointment proposals for the various Committees by e-mail specifying the place and time for the meeting. In that notice of call the responsibility of the Committee must be enclosed including its structure and the available positions. Any WAKO member wishing to nominate candidates shall submit the relevant proposal to the WAKO Administration no later than 1 month prior to the appointment/election meeting.
- The appointment of the Chairman (who will represent the committee on the WAKO board, will be done through the registration of one athlete representation from each country entitled to vote during that years General Assembly as a per WAKO Statutes and present on the day).
- The 2 Committees' representatives compose a proposal based on the nominations and taking care of Continental representation and gender representation (Athletes). The Committees announces its recommendation through WAKO website 14 days prior to the meeting.
-
- The appointment procedure is the same as that of the WAKO Board and it is handled by the already elected Committee representatives and with the observation of Board representatives indicated by the President.

Section 1.06

Finance By-law

Income & Property

All assets, income and property of WAKO shall be used solely in connection with the promotion of its objectives as per Article 2 of its Statutes.

In no way the assets, income and property of WAKO shall be paid and/or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit, to any of the Members of WAKO or its internal bodies.

No officer shall be appointed to any office of WAKO and be paid a salary or fees, or receive any remuneration or other monetary benefit from WAKO. As a partial derogation to the above principle, payments may be made as follows:

- a) reasonable and proper remuneration may be paid to members of WAKO for any specific services rendered to WAKO which has been approved by the Board of Directors;
- b) reasonable and proper out-of-pocket expenses incurred by any Officer in connection with his attendance to any matter regarding WAKO.

The President shall open a bank account/s on behalf of WAKO and any withdrawn (checks, draft or cash) on the same account shall be approved by the Treasurer or any other person named by the Board of Directors.

Keeping of financial related documents

The annual audited accounts/financial statements of WAKO shall be kept at WAKO administrative office during the time provided by Swiss law. The above documents shall be made available by the bookkeeper to the Board of Directors upon its request.

Treasurer duties and function

The Board of Directors may appoint the Treasurer. The Treasurer shall have the task to review the day by day accounting activity of WAKO, including – without limitation – any withdrawn, (by checks, drafts or cash), and deposit sums, payments, other.

The function of Treasurer of WAKO can be exercised by any member of the Board after approval of the Board of Directors.

General Secretary

The duties of the General Secretary shall be specified upon its appointment by the Board of Directors and upon the President's recommendation.

Such duties may notably include without limitation and always in close cooperation with and in support of the President:

- (i) to secure the follow up and implementation of the decisions of the General Assembly and of the Board of Directors;
- (ii) to maintain and develop relationships with international sport organizations, notably the International Olympic Committee, GAISF (Global Association of International Sports Federations), IWGA, WADA, Fair Play International Committee, AIMS, Peace and Sports, FISU, IWG;

Further duties may be defined by the President in order to maintain a smooth WAKO operation and daily business.

At each meeting of the Board of Directors, the General Secretary shall present a report on WAKO's situation.

Section 1.07 Membership Affiliation Fees Status

All Provisional and Full Members of WAKO shall pay an annual affiliation fee as determined by the Board of Directors and ratified by the General Assembly.

Should no decision determining a different amount be issued by the General Assembly, the amount of affiliation fees applicable for the previous year shall continue to apply and be due on the 31st of March of each year, until a new amount has been determined.

The provisions of Article 13 of WAKO Statutes shall also be applicable in case of breach by a Member to pay the affiliation fees.

Section 1.08 Other Fees Status

Below are set forth other applicable fees applied by WAKO and the Board of Directors in connection with WAKO events. The class of such events is defined by the criteria as proposed by WAKO Organizing Committee. These rates and classes may be changed as agreed and proposed by the Organizing Committee

and approved by the President.

1. World Championship Sanctioning Fee - Minimum 30,000.00 (thirty thousand) Euro
2. World Cup Sanctioning Fee - Minimum 3,000.00 (three thousand) Euro
3. International Open Tournaments Sanctioning Fee –
 - A Class: €1,000.00
 - B Class: €750.00
 - C Class: €500.00

The Board of Directors may vary the above-mentioned fees as required.

Section 1.09

Rules, Regulations and Guidelines

Interpretation of WAKO By-laws

The WAKO Board of Directors shall have the authority to amend, interpret and integrate the rules and regulations set forth in these By-laws.

In the case of inconsistency, these By-laws and the By-laws of the Continental Federations are superseded by the provisions of WAKO Statutes.

The authority for settling any dispute arising out of the interpretation of these By-laws shall reside with the Board of Directors for the time being, who shall seek if deemed necessary, the advice of the General Assembly before taking the final decision.

The rules and regulations of WAKO (which are published in WAKO's website www.wakoweb.com) have been reviewed, updated and validated by the Board of Directors of WAKO on ____ 2019 and shall remain in force until the Board of Directors amend as required and publish with due notice on the WAKO Website.

Section 1.10

Good Governance and IOC Charter

WAKO follows basic universal principles of Good Governance of the Olympic and Sports Movement. WAKO works under its own various codes as approved and placed on the WAKO Website. Code of Ethics within defined Fair Play guidelines and within Integrity guidelines related to Match-Fixing, Sports Betting and Manipulation.

WAKO is committed to establish in its rules and regulations clear rules of conduct in the pursuit of the positive values in youth sport.

WAKO conforms with and respect the Olympic Charter and, in particular, the following provisions:

Article 25 Recognition of IFs

In order to develop and promote the Olympic Movement, the IOC may recognize as IFS international non-governmental organizations administering one or several sports at world level and encompassing organizations administering such sports at national level.

The statutes, practice and activities of the IFs within the Olympic Movement must be in conformity with the Olympic Charter, including the adoption and implementation of the World Anti-Doping Code. Subject to the foregoing, each IF maintains its independence and autonomy in the administration of its sport.

Article 26 Mission and role of the IFs within the Olympic Movement

1. The mission and role of the IFs within the Olympic Movement are:

- 1.1 to establish and enforce, in accordance with the Olympic spirit, the rules concerning the practice of their respective sports and to ensure their application;*
- 1.2 to ensure the development of their sports throughout the world;*

- 1.3 to contribute to the achievement of the goals set out in the Olympic Charter, in particular by way of the spread of Olympism and Olympic education;*
- 1.4 to support the IOC in the review of candidatures for organizing the Olympic Games for their respective sports;*
- 1.5 to assume the responsibility for the control and direction of their sports at the Olympic Games;*
- 1.6 for other international multisport competitions held under the patronage of the IOC, IFs can assume or delegate responsibility for the control and direction of their sports;*
- 1.7 to provide technical assistance in the practical implementation of the Olympic Solidarity programs;*
- 1.8 to encourage and support measures relating to the medical care and health of athletes.*
- 2. In addition, the IFs have the right to:*
- 2.1 formulate proposals addressed to the IOC concerning the Olympic Charter and the Olympic Movement;*
- 2.2 collaborate in the preparation of Olympic Congresses;*
- 2.3 participate, on request from the IOC, in the activities of the IOC commissions.*

Section 1.11

Continental Federations

The Five Continental Federations - as indicated in Article 44 of the Statutes of WAKO - are the following:

WAKO Europe (WAKO European Kickboxing Federation WAKO

WAKO Africa (African kickboxing Confederation)

WAKO Asia (Asian kickboxing Confederation)

WAKO Oceania

WAKO Pan America (Pan American Kickboxing Confederation)

The above-named Continental Federations report directly to the WAKO Board of Directors.

Continental Federations may only admit as members National Federations which are already approved WAKO Members.

WAKO shall recognize and approve the Continental Federations. Such recognition is without prejudice to the direct dealing between WAKO and the concerned NF, which are the WAKO Members.

The Statutes and regulations of the Continental Federations must be and remain compliant with the WAKO Statutes and regulations. The Statutes of each Continental Federation shall explicitly refer to and include an acceptance and submission to WAKO Statutes and regulations. The Statutes and regulations of the Continental Federations shall be interpreted in a manner to conform to the WAKO Statutes. They shall provide that in case of contradiction between the Statutes and regulations of the Continental Federations and the WAKO Statutes and regulations, the latter shall prevail.

The Statutes and regulations of the Continental Federations any later amendments thereof shall be submitted for approval by the WAKO Board of Directors prior to their entry into force.

Decisions regarding recognition, or recognition suspension or withdrawal of the Continental Federations shall be issued by the Board of Directors. Such decisions shall be ratified by the next General Assembly.

Continental Federations shall be in charge of the organization or supervision of Continental Championships and Continental competitions.

The Continental Federations shall closely collaborate with WAKO within their areas of jurisdiction. They must recognize the supreme authority of WAKO in everything concerning the Sport of Kickboxing. They must also forward to WAKO a full annual report on the competitive, organizational, financial and promotional activities undertaken at least on February every year.

The Continental Federations report directly to WAKO Board of Directors through their Presidents.

Each Continental Federation has its own General Assembly (which must be organized before the WAKO General Assembly) which appoints its President and Board of Directors and implements its own structure according to its Statutes and reports regularly to WAKO Board of Directors (at least once a year) for approval.

The General Assemblies of each Continental Federation of WAKO must be convened at least once every two (2) years prior to the General Assembly of WAKO. Every four (4) years the board of directors of WAKO Continental Federations must convene the general assembly of the Continental Federations for the election of the President and of the members of the board of directors.

Each General Assembly must be notified to WAKO in advance with a notice period of 2 months. All documents are to be forwarded to WAKO with a notice period of 2 months in advance. The President has the right to participate in the GA.

All decisions and resolutions taken by the general assemblies (there including the minutes of the meetings) of each WAKO Continental Federation must be communicated to the Board of Directors of WAKO at least within one (1) month from the date of the relevant meeting.

The Continental Federations shall report regularly to WAKO Board of Directors (at least once a year) on their activities.

Any dispute in regard of the application of this provision shall be resolved in application of Article 56 of WAKO Statutes.

Financial contributions from WAKO to support the activities of the Continental Federations are subject to the Continental Federation submitting a strategic plan for the use of such contribution and of a budget. Any financial contribution of WAKO and its use must be documented in the Continental Federation's financial statements.

The financial contributions of WAKO cannot be used to finance the payments by the Members of the affiliation fees. Financial contribution to the Continental Federations can only be transferred to a duly established bank account of the Continental Federations. Its use must be strictly for the purpose indicated in the strategic plan of the Continental Federation as per the previous paragraph and shall be traceable.

The Continental Federations will abide WAKO statutes, constitutions, articles of association, rules By-laws and regulations; all decisions shall be made in compliance with WAKO Statutes and By-laws and, in case, approved by the WAKO Board of Directors; any development program must be communicated to the WAKO Board of Directors.

All Continental Federations must be registered in their respective jurisdiction and must have opened their own bank accounts, this because of the subsidies they receive from WAKO IF. All Continental Federations should send a report at least once a year about the modalities and purposes of spending the subsidies money received from WAKO. Reports must be sent to WAKO Treasurer and WAKO Administration.

Each Continental affiliated National Federation or Association must pay its annual fees related to WAKO affiliation directly to WAKO according to the due date mentioned in WAKO Statues.

The Board of Directors shall determine the contributions which shall be paid to the various Continental Federations for the purpose of the running of their activities within WAKO. This contribution is based on affiliation fees fixed by WAKO Continental Federations for their members.

Each Continental Federation shall use the WAKO Trademark in conjunction with the name of the

relevant Continent in all matters, subject to the prior approval of WAKO Board of Directors. Each Continental Federation shall comply with the provisions of the Statutes of WAKO.

In general, the statutes and bylaws of each Continental Federation of WAKO shall comply with the provisions of the Statutes of WAKO as well as the By-laws and regulations, directives and decisions of WAKO's competent bodies.

Section 1.12 Code of Conduct

WAKO has adopted a Code of Conduct and Conflict of Interests which is available in WAKO's website and which is part of WAKO's rules and regulations.

Any violations of the Code of Conduct and Conflict of Interests by a Member or an individual will be subject to the provisions of the Dispute Resolution and Disciplinary Code of WAKO.

Integrity Officer (Whistle Blower function)

The President designates one person to function as Whistle Blower. This function reports to the President directly. This person will be announced to the Board of Directors.

The integrity of sport depends on the outcome of sporting events and competitions being based entirely on the competing merits of the participants involved. Any form of manipulation and corruption that might undermine public confidence in the integrity of a kickboxing contest is fundamentally contrary to the spirit of sport and subject to severe sanctions. WAKO has Guidelines dedicated to Sports Integrity in relation to Betting that can be found on WAKO's website.

To supervise the Integrity work, WAKO has an Integrity Officer who is designated by the President. The Integrity Officer shall have the task to ensure compliance of all competitions' participants as well as WAKO officials with the Integrity Rules. He/she acts as a focal point for any issue related to these Rules and deals with matters in case of breach of these Rules or in case of request for interpretation. The Integrity Officer may connect with external and independent personnel.

The President may suggest to establish an Independent Integrity Unit, but if such is the case, this must be decided by the Board.