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BYLAWS

1 - CONSTITUTION

1. Federal Kyokushin Organization of Karate (F.K.O.K.) is a non-profit organization (French Law of 01/07/1901).
2. Federal Kyokushin Organization of Karate is a lifetime organization.
3. Federal Kyokushin Organization of Karate bylaws are deposit in France (JO n°W273004088 – 2016 March 22th)

2 - OBJECT

1. Promote Kyokushin, Karate and martial Arts all around the World.
2. Federate schools, countries and branches all around the World around Kyokushin.

3 - MEDIA

1. Keep links with FKOKs' Branches around the World.
2. Organise Local, Regional, National or International Championships.
3. Organise Local, Regional, National or International Shows.
4. Delivery of International diplomas for Branch-Chiefs, high ranks, Judges and Referees, Champions, camps & seminars.
5. Organise courses, seminars and camps about Kyokushin and Martial Art (technical, fighting, officiating, teaching...).
6. Edit Bulletins, books, DVD, software and publications.
7. Propose a Kyokushin Logo's items shop.
8. Use all media which can help the promotion of the object of FKOK.
9. Actual General Website is www.kyokushinkai-france.com (French & English)

4 - LOCALISATION

Official address is under Main technical advisor Decision with Committee agreement.

5 – BOARD

1. FKOK is led by an administrative Board of impair members (minimum 3, maximum 7).
2. Board is elected on Summer Olympic game year, but can co-opt a member between 2 elections in case of missing.
 - One President,
 - One Treasurer: follow expenses and incomings, give complete detailed account at the General meeting,
 - One General Secretary: follow FKOK's documents, send agenda and minutes of meetings
 - Maximum four other members
3. Main technical advisor must be member of the Board.
4. Candidate to enter the Board must be Branch-Chief for one complete year + one day et must send a detailed written project to FKOK. Depending of this written project, the Board will agree or not the candidature
5. Board must vote by majority:
 - Amount of various international fees,
 - Signature on the account Organization,
 - Exclusions.

5a – Technical Board

- The technical Board is led by the main technical Advisor who:
 - Designs Technical Advisors,
 - Designs Officiating Advisors,
 - Designs Head Instructors,
 - Agrees on Technical Advisor's proposal the official federal international camps.
 - Agrees on Branch-Chief request the official federal rank tests.

5b – Board meetings

1. President & main technical advisor lead the meetings and represent FKOK.
2. Board meetings can occur each time the main technical advisor or 50% of Board members ask it.
3. Board meetings can be held online (Skype, exchange of eMails, WhatsApp, and so on).
4. Each Board member has one vote, Main technical advisor has 2 votes only in case of Draw.

6 – SPORT FKOK'S YEAR

Administrative Federal year starts and finishes with the annual General Meeting.

7 – BRANCHES

1. A Country can have one or various Branch-Chiefs.
2. Branch-Chief must be approved by main technical advisor.
3. Branch-Chief must have at least one Dojo under his supervision with at least 20 new yearly members.
4. Branch-Chief has the duty:
 - a. Send to FKOK every federal year (after General Meeting) his yearly affiliation:
 - i. Yearly fees
 - ii. Minimum of 20 Kyokushin federal passports
 - iii. Shipment fees for passports
 - b. Affiliate each member of each school attached to its Branch by the allocation of a nominative federal passport.
 - c. Unify the Federal Kyokushin FKOK technical program within each club of its branch.
 - d. Send Excel application form to enter FKOK.
 - e. Send with his first affiliation, one Id digital photo (must be 'jpg' 4x3 cm, 330 dpi, with united background).
 - f. Have at least:
 - i. A daily functional eMail address,
 - ii. A GSM Phone number,
 - iii. A fluent English, Spanish or French speaking member to exchange with FKOK.

8 - MEMBERS

Branch-Chiefs must affiliate their own students as individual member of FKOK with one Kyokushin FKOK's passport per student.

8a - Invalidation

1. Not paying the Branch fees (yearly fees + minimum 20 passports per year+ shipment fees) to FKOK invalidates Branch and its students as members.
2. FKOK's Committee can vote exclusion of a member or a Branch in case of bad behaviour.

9 – GENERAL MEETING

General meeting will take place every year during the main official international camp.

1. Agenda must be sent to the Branch-Chiefs 2 weeks before the General meeting.
2. Agenda must include detailed financial and administrative reports.
3. Minutes must be sent to the Branch-Chiefs presents or excused with proxy, maximum one month after the General meeting.

9a - Quorum

Validating Quorum is 30% of the Board and at least 10% of the Branch-Chiefs.

9b - Proxies

1. Branch-Chiefs' written proxies are allowed to a member of FKOK.
2. Nominatives proxies can be written or send via eMail to FKOK.

9c - Questions

1. All FKOK's member can send questions.
2. Questions must be send written or via eMail at least 2 weeks before the General Meeting.

9d - Votes

1. Each Branch-Chief has one Vote.
2. Main technical advisor has 2 votes only in case of Draw.
3. Votes are confirmed with at least 50% of "presents and proxies" more 1 vote.

END OF BYLAWS

ADMINISTRATIVE RULES

10 - BRANCH-CHIEFS AND COUNTRIES

1. There are no Country Representatives. A country can have one or various Branch-Chiefs.
2. Each Branch-Chief is responsible of his own Branch and of his own students.
3. Branch-Chief must pay yearly fees to FKOK. These fees must be paid every year at or just after General Meeting.
4. Outside France, year affiliation needs to add a minimum of 20 individual passports individual fees + shipment.
5. FKOK send a Branch-Chief certificate only for the first affiliation.

11 – INDIVIDUAL MEMBERS

1. World Passports are mandatory for all members entering FKOK from beginners white belts.
2. World Passport fees are valid during 8 years after date of issue.
3. National fees can be asked by Branch-Chiefs to their own decision, added to FKOK's passport fees.
4. Branch-Chief must sign or stamp every year the Passport.
5. FKOK don't ask yearly World member fees.
6. A lost World Passport must be renewed and will not be changed free.
7. Branch-Chief must affiliate at least 20 new members every year.

12 - RANKS

12a – FKOK Diploma, belt and ID card

Ranks delivered by Branch-Chiefs or FKOK's technical Advisors: student who succeed federal rank test will receive:

6. International Federal Diploma in an official Kanji stamped roll package
7. Gold & Black International Black Belt ID Card
8. Embroidered standard black belt
9. And will be listed on Federal Website "ranks' page"

12b – Approval of former ranks before affiliation

1. **Branch-Chief:** derogation may be granted in case of new Branch-Chief affiliation to allow him to directly access rank corresponding to his technical level without process since 3rd Kyu. Rank requested will have to be technically tested according to federal Syllabus during a camp with rank test under direction of FKOK's technical advisor.
2. **Students**
 - a. With ranks obtained from famous International Kyokushin groups (Japanese groups, KWF, IFK), FKOK recognizes the rank without any fee, with copy of numbered Diploma. Following rank for this student will be possible according to FKOK's rank time schedule.
 - b. Without ranks obtained from famous International Kyokushin groups, FKOK can recognize ranks obtained before affiliation from national organization or international unknown organization only if student takes part to a camp with rank test during an international seminar led by a FKOK's technical advisor.
3. For all other circumstances, student must follow the schedule from 3rd Kyu (technical level, time schedule and rank progression).

12c - Rank test rules

1. Branch-Chiefs can lead rank test in their own branch until 2 ranks lower than their federal Kyokushin rank, until Sandan.
2. Branch without high rank Branch-Chief can organize a seminar or a camp with national rank test led by FKOK's technical advisor.
3. Student examination can enter an outside Branch rank test only with his own Branch-Chief approval.
4. For Yondan and up, rank test must be led by FKOK's Technical Advisor during a camp.
5. Syllabus and requirement are detailed in the federal Syllabus online.
6. FKOK committee can deliver a rank without test for fame or any great help to the Federation.

12d – Ratification of rank test from Branch-Chief

1. Ratification must be sent to FKOK maximum 2 weeks after the test. For ratification received later than 2 weeks after the test, the date of the grade will be the date of receipt of the application to FKOK.
2. Branch-Chiefs' rank tests ratification must be done by the Branch-Chief, sending to FKOK:
 - Fees in euros.
 - Rank test ratification form.
 - Id digital photo by eMail for each graduate student ('jpg', 4x3 cm, 330 dpi, on clear coloured united background).

12e – Technical Advisor rank test

1. For Technical Advisors' rank test, Rank test pre-registration must be done by the Branch-Chief at least 1 month before the exam with the FKOK rank test pre-registration form with Digital 'jpg' Id candidates' photos (photo must be 'jpg' file 4x3 cm, 330 dpi, with clear united background).
2. Technical Advisor's rank test ratification must be done by the Technical Advisor, sending to FKOK:

- a. Fees in euros.
- b. Rank test ratification form.

12f - Kyu fees

1. Kyu international fees are free until 3rd Kyu.
2. 2nd Kyu international fees are 10 € and must be done with a Kyu form send to FKOK by the Branch-Chief.
3. 1st Kyu international fees are 20 € and must be done with a Kyu form send to FKOK by the Branch-Chief (minimum 6 months between 1st Kyu registration and 2nd Kyu registration).
4. 2nd & 1st Kyu fees for a rank test must be paid before the test and will not be reimbursed if the candidate fails.
5. Branch-Chief can add national rank test fees for his own Branch for a maximum total of 50 € (refundable or not).
6. For 2nd & 1st Kyu, Branch-Chief will receive stamped diplomas with date of rank and FKOK's number registration.

12g - Dan fees

1. Dan international fees are 120 € for all Dan and must be done with a form send to FKOK by the Branch-Chief.
2. Dan fees for a rank test must be paid before the test but will be reimbursed if the candidate fail the test
3. Branch-Chief can add national rank test fees for his own Branch for a maximum total of 50 € (refundable or not).
4. Branch-Chief will receive for each ranked student:
 - a. World Diploma with date of rank and official FKOK's Number registration, in a closed Kanji stamped roll.
 - b. World Black belt Id digital plastic Card with date of rank and official FKOK's number registration.
 - c. World embroidered standard Kyokushin Black belt.
5. Documents can be given to the Branch-Chief during the following official Seminar or can be sent with Insured shipment paid by the concerned Branch-Chief receiving the documents.

13 – OFFICIATING

Officiating chart is:

- A Main technical advisor member of the Board (Saiko Shinpan Sho)
- A Vice-Main technical advisor member of the Board (Shinpan Sho)
- FKOK technical officiating Advisors (Fuku Shinpan Sho)
- World licenced officiates Kata or Kumite
- National licenced officiates (Shushin) Kata or Kumite

13a - Officiating diplomas and fees

1. World officiating examination can be done in any international competition with at least an officiating Advisor.
2. National officiating examination can be done in any national competition with at least a FKOK officiating Advisor.
3. World officiating examination fees are 30 € lifetime.

- Kumite licence requirements
 - World licenced referees (Shushin) Kumite must be at least Nidan
 - World licenced Judges (Fukushin) Kumite must be at least Shodan
 - National licenced referees (Shushin) Kumite must be at least Shodan
 - National licenced Judges (Fukushin) Kumite must be at least 1st Kyu
 - Students beginners (Shoshin Sha) Kumite must be at least 2nd Kyu
- Kata licence requirements
 - World licenced referees (Shushin) Kata must be at least Sandan
 - World licenced Judges (Fukushin) Kata must be at least Nidan
 - National licenced referees (Shushin) Kata must be at least Nidan
 - National licenced Judges (Fukushin) Kata must be at least Shodan
 - Students beginners (Shoshin Sha) Kata must be at least Shodan

World Judge or Referee will receive:

1. World Diploma with date of rank and official FKOK's Number registration, in a closed Kanku stamped roll.
2. World officiating ID card with date of rank and FKOK's Number registration, in a chest pocket holder.

14 - HEAD INSTRUCTOR TEAM

1. Head instructor team content a main Technical Advisor and various Technical Advisors.
2. List of official Technical Advisor can be sent from FKOK to all Branch-Chief asking this information.
3. Candidature to enter the Head Instructor Team can be sent to FKOK with following requirements.
 - a. The candidate must be FKOK's Branch-Chief.
 - b. The candidate must be at least Godan FKOK.
 - c. The candidate will be known for his Kyokushin Knowledge and his teacher's capacity.
 - d. The candidate must be student during at least 3 international camps led by a Technical Advisor.

15 - COURSES, SEMINARS AND CAMPS

1. Course Teaching one session in a Dojo.
2. Seminar Teaching minimum 2 courses (1 or 2 days) in a Dojo.
3. Camp Teaching minimum 3 full days in a residential place with minimum 2 sessions per day.

4. Official camp Camp organised by FKOK with technical advisor leader.

15a - Content

1. Courses, seminars & camps can be 'generalist' (Kihon, Kata, Bunkai, Kumite, Shiwari, officiating, and so on) or can content only one speciality, depending of schedule.
2. Content and time schedules proposed by the organizer are decided by the main teacher of the event (point 15c).
3. Including a rank test during is possible during a camp following administrative and technique requirements.

15b - Places

1. FKOK will organize every year at least one official camp with an international rank test open to all members under Branch-Chiefs agreement.
2. All Branch-Chiefs with a justified number of affiliated students can organise FKOK seminars and/or camps with or without rank test, inviting FKOK's technical Advisors of his own choice following administrative and technique requirements (see point 15c).
3. The organization of an international rank test by a Branch-Chief is justifiable only by a significant number of affiliated students in possession of their Kyokushin FKOK passport.

15c - Pre-Organization

Branch-Chief who want to organize a camp or a seminar with or without rank test has to prove an appropriate number of affiliated pupils (individual federal passports).

Branch-Chief who want to invite a technical federal leader for a seminar or a camp must send to FKOK a file with:

1. Proposal of dates
2. Proposal for duration (number of training days)
3. Proposal for duration of stay for teachers (number of days)
4. Proposal of place (city)
 - a. Details about training places (Dojo, Sport hall, beach, fields...)
 - b. Details about accommodation (Name of hotel, meals...)
5. Proposal of content (Kihon, Kata, Kumite...)
6. Proposal of time schedule for trainings
7. Proposal of invited students (other organizations than FKOK)
8. Number of students who will join the event

15d Fees and cost

There is no fee to pay to FKOK for such an event.

There is no fee to pay to the technical Advisors and FKOK's teacher for such an event.

Branch-Chief who want to organize a camp or a seminar has to pay following points:

1. Trip for at least 2 people: Technical Advisor and his/her assistant (minimum Sempai). The travel costs can be:
 - a. Air tickets
 - b. Train tickets
 - c. Cost price per kilometre (official PRK) of the distance to and from (actually 0.6 €)
2. Accommodation full board for Technical Advisor(s) and his/her assistant(s).
 - a. Room and/or Hotel must be comfortable with:
 - i. Bath and/or shower in the room
 - ii. Wifi access
3. Meals during the stay for Technical Advisor and his/her assistant.
4. Local costs necessary for the event.

15e - Organization

Branch-Chief organizing the event must provide:

1. Flat and large place to train outside or inside, depending of the weather.
2. Dojo or sport hall ready inside if weather is too warm or too cold or too rainy.
3. Pads and personal protection for Kumite courses.
4. Required boards for Tame Shiwari courses and/or rank test, and all material necessary for the course.

15f - Refund of expenses for internal events organised by FKOK

5. The person in charge of the event, validated by the technical direction, fills out a sheet of expenses furnished by FKOK. The sheet of expenses must specify the date, the places of departure and arrival, the purpose of the trip, the number of km travelled. All costs related to this trip (petrol, parking) must appear on this form and be accompanied by the corresponding invoices or supporting documents.
6. Limit of reimbursement are:
 - a. 15 € per meal
 - b. Fuel consumption - it is customary to refuel before leaving and full when returning for fuel refund
 - c. 70 € per night (including breakfast) if hotel is necessary
 - d. Purchases required for events pre-approved by the technical department.

15g - VISA requirements

In the case of countries requiring a VISA to participate in an event, the invitation request rules are as follows:

1. To participate in an "Open" competition, the invitation must be requested from the organizer of the competition.
2. To participate in a federal official competition, the invitation must be requested from FKOK, sufficiently in advance according to the rules of the invited country, as follows:
 - a. Register the competitors using the official forms.
 - b. Pay in advance the registration fees (non-refundable).
 - c. Send by eMail the list of team members specifying for each person:
 - i. Last name and first name.
 - ii. Nationality.
 - iii. Date and place of birth.
 - iv. Full address.
 - v. National passport number, place of issue and date of expiry.
 - vi. Kyokushin sports passport number.
 - vii. Title (coaching) or national and international sports awards.

Invitation cannot be issued for unjustified accompanying persons.

3. To participate in a federal seminar or camp, the invitation must be requested from FKOK, sufficiently in advance according to the rules of the invited country, as follows:
 - a. Register the students using the official forms.
 - b. Pay in advance the registration fees (non-refundable).
 - c. Send by eMail the list of team members specifying for each person:
 - i. Last name and first name.
 - ii. Nationality.
 - iii. Date and place of birth.
 - iv. Full address.
 - v. National passport number, place of issue and date of expiry.
 - vi. Kyokushin sports passport number.
 - vii. Kyokushin official rank.

Invitation cannot be issued for unjustified accompanying persons.

END OF ADMINISTRATIVE RULES