



NEW INTERNATIONAL KARATE ORGANIZATION

World Championship - Organizing Guide

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Date:



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1. Scope

The Ashihara Karate World Championship is the premier event organized by New International Karate Organization (NIKO). Its purpose is to develop Ashihara Karate and promote the cultural exchange between branches and countries, in a spirit of respect.

This event is organized every two years and represents a platform for staging Ashihara Karate on a regular basis, in order to develop interest of the public and the media, at national and international level.

The hosting countries get the chance to present themselves to a wider audience, while giving their athletes the opportunity to compete at the highest level. Also the top competitors obtain an additional platform on which to compete, improve their skills, and attract sponsors and also new members for their branches.

While maintaining the individual character of each host country, all Ashihara Karate World Championships must meet certain standards in order to achieve the above goals.

In order to candidate as a host country and organize this event it is mandatory to follow this guide.

2. NIKO Structure

2.1 EXECUTIVE COMMITTEE

NIKO Executive Committee is represented by KANCHO (NIKO's Director) and his designates.

Committee Chairman	Members
Kancho Hidenori Ashihara (Japan)	Mr. Kim Andersen (Denmark) Mr. Koichiro Saiki (Japan) Mr. Takashi Hara (Japan)

Here are the responsibilities for this committee:

- Review applications for the World Championship candidates.
- Decide the site and date for the World Championship.
- Approve the competition rules.
- Represent NIKO at the World Championship.



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2.2 ORGANISING COMMITTEE

NIKO Organizing Committee is represented by the following members:

Committee Manager	Members
Mr. Nicolae Dascalu (Romania)	Mr. Eduard Hutanu (Romania) Mr. Koichiro Saiki (Japan) + One member of the Host Country (This member will change every time)

- Provide support to the local country for organizing the World Championship.
- Deliver a World Championship at a high standard.
- Ensure the current organizing guide is followed and all requirements are met.
- Keep all branches informed about the tournament's progress.

2.3 REFEREE COMMITTEE

NIKO Referee Committee is represented by the following members:

Committee Manager	Members
Mr. Mads Jensen (Denmark)	Mr. Frank Mikkelsen (Denmark) Mr. Sorin Popa (Canada) Mr. Yury Deev (Russia) Mr. Koichiro Saiki (Japan)

Here are the responsibilities for this committee:

- Review and understand the official competition rules.
- Certify NIKO referees.
- Provide the list of certified referees for the World Championship.
- Organize the referee's teams at the World Championship.

3. Site & date

The Ashihara Karate World Championships is held **every 2 years** and shall take place in October or November of the designated year.

The site of a World Championships represents the host city and country, where the tournament takes place.

NIKO Executive Committee will confirm the site of the World Championship with at least 1 year before the date when the tournament is planned to take place.

The host city shall be located at reasonable distance from an International airport which receives regular direct flights from other countries.

Any exceptions to these guidelines will have to be expressly authorised by the NIKO Executive Committee.



4. Event timeline

1.5 Years (minimum) before the World Championships:

- Receive the host country candidatures.
- Examine the candidate's documentation.
- NIKO Executive Committee makes the final decision for the World Championships site and date.

1 Year (minimum) before the World Championships:

- Announce the site and date to all NIKO branch chiefs.
- Confirm the official competition rules.
- Select Hotel(s).
- Select tournament Venue.

6 Months before the World Championships:

- All branches to confirm their intention to participate and estimate the members in their delegation.
- Research and establish which countries need a visa for travel to the host country.
- Send out the first information Bulletin to all NIKO branch chiefs.
- Sign the contract with the official hotel(s) and tournament venue.

3 Months before the World Championships:

- Open the online registration web site.
- Send bi-weekly information bulletins to keep everyone informed and up to date.
- Send official invitations, in order to obtain a visa
- Respond to any inquiries from the participating NIKO Branches.

1 Month before the World Championships

- Confirm all logistics: accommodation, tournament venue, transportation, catering.
- Confirm the number of members in each delegation.
- Confirm the visas for all branches that need it to enter the host country.
- Confirm the list of official referees.

2 Weeks before the World Championships

- Close the online registration for competitors.
- Pay the admission fee, through a bank transfer.
- Confirm all the weight & age divisions for both KATA and KUMITE competitions.
- Hotel room settlement for all delegations
- Confirm the competition schedule and send the official program to print.

1 Week before the World Championships

- NIKO Executive Committee arrival to the host country.

Note:

All the events during the competition week are described in Chapter 14.

5. Competition venue

5.1 General

The competition venue should be large enough to accommodate minimum 3 matted areas (tatami) and have a capacity of minimum 1000 spectators.

The competition venue must be safe and free from any hazards. All the debris from the tatami, display boards and technology installation must be tidy, taped down and covered.

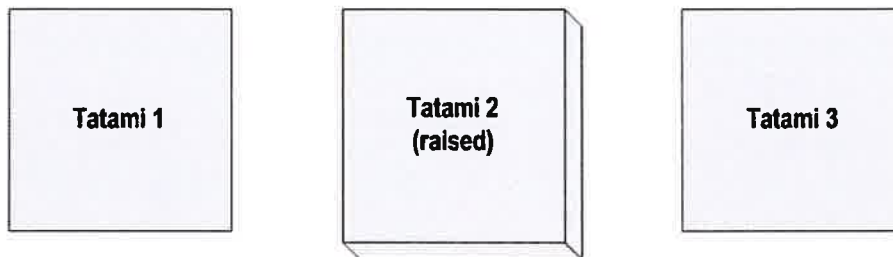
The venue must have directional signage to clearly identify the flows for competitors, referees, officials, spectators and the catering area.

5.2 Competition area

Tatami layout

The matted (tatami) are to be sized according to the latest approved NIKO competition rules.

The competition arena must be large enough to accommodate minimum 3 matted (tatami) areas, following this layout:



Score Boards

Each tatami mat must have a scoreboard, as described in Chapter 15.

Advertising Boards

Advertising banners need to be placed throughout the sports hall and include: NIKO logo, competition logo, organizer logo, sponsors, name and date of the competition. Entrance tops should also include the competition logos, sponsor logos and NIKO logos.

Awarding Stage / Podium

A podium must be available for the award ceremony.
 The podium will be inside the competition area.

NIKO Executive Committee seating

It is necessary to have a certain number of seats for the Executive Committee.

The following items must be available for these seats:

- Name tags
- Printed competition program
- Refreshments (water and light snack)

Access to this area must be restricted to supporters, coaches, fighters or anybody else.

Only members of the NIKO Executive Committee and Kancho's special guests are allowed here.

Lighting & Audio

The lighting must cover the entire contest and entire safety area, and must be evenly lit throughout.

The competition venue should have facilities for providing optimum audio-visual information to spectators and competitors.



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Announcers

During the preliminaries phases there must be only one announcement per tatami mat.
During the finals there will be only one announcer.
The announcer must be able to translate from English into the local language.
All the announcements will be made in English, followed by the local language.

Refreshment station

A refreshment station should be located close to the field of play, which should cater for the NIKO officials and referees working on competition area.
This station will serve water and/or juice to the officials and referees, and it should be kept clean from trash and empty bottles.

5.3 Athlete areas

Athlete Seating

There area should be outside of the tatami area.
This area should allow the athletes to observe the contest before they have to go on the mat to compete.
The seats for the athletes should be situated as close to the warm up area as possible.

Toilets

The athlete toilets and changing areas should also be close to the warm up and competition area.

Warm up area

The warm up area should be separate from the athlete seating, and allow competitors to get ready, without disturbing the actual action from the competition area.

5.4 Security

The Organizing Committee is responsible for the safety of all participants and guests.

Security personnel must available and positioned to validate accredited personnel access.

Proper measures are to be taken prior to, during and after the event to ensure everyone's safety.

These measures must include:

- Providing safety on the grounds of all official hotels, venues and neighbouring areas, which spectators and participants will make use of during the event.
- Tournament venue entrance control.
- Restriction of intoxicated people or visibly unstable persons from entering the venue.
- No tolerance regarding alcohol consumption within the sport venues.
- Spectator inspection (weapons, fireworks, alcohol, glass, laser devices).
- Evacuation plan of the venue duly approved by local authorities (i.e. police, fire department, emergency response)
- Security staff must be familiar with the World Championship accreditation badges.



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5.5 Officials and Referees

Officials will have a formal wear (suit and tie).

Referees must wear the official uniform inside the competition area.

Coaches must wear the official track suit for their delegation.

Competitors must wear karate uniforms or official track suit.

Referees must wait in the designated area and be ready when they are called by the Chief Referee.

Referees should have a designated wait area outside of the competition area, where they can rest.

6. Transport

Courtesy transportation must be offered for the following:

- Transfer between the airport and the official hotel(s).
- Transfer between the official hotel(s) to the competition venue, for the duration of the tournament.
- Transport for the NIKO Executive Committee, for the whole duration of their visit.

All the above transportation must be included in the participation fee.

All delegations are responsible to communicate their arrival & departure time at the designated airport, in order to schedule their transfer.

In order to benefit for all these transfers, the delegation's members are required to comply with the official tournament schedule and be on time for all the scheduled transfers.

Notes:

1. Delegation's members who are choosing not to stay at the official hotel, will be responsible for their own transportation, including the airport transfers, at their own cost, in addition to the participation fee.
2. Delegation's members who are choosing to arrive early and depart late, will be required to pay for the airport transfers.

7. Accommodation and catering

7.1 Accommodation

The designated official hotel should be of a good standard and a minimum of 3 stars.

The hotel should be available to host at least 300 members.

An effort should be made to host all delegations and NIKO Committees in the same hotel.

The hotel must be approved by the NIKO Organizing Committee.

If more than one hotel is needed to host all delegations, additional transfers must be offered for all the required meetings: referee courses, branch meetings, etc.

The room settlement must be provided by each delegation, before the arrival date, mentioning: individual, double or triple room preference.

The cost of accommodation must be included in the participation fee, for the tournament duration.

Notes:

1. Single rooms will be made available and charged extra, in addition to the participation fee.
2. The admission fee must be calculated on double or triple room basis.



7.2 Catering

The accommodation must be given, at least on a bed and breakfast basis.
Lunch must be provided as catering at the tournament venue, during the competition days.
Dinner must be provided either at the official hotel, or a different restaurant.
The cost of catering must be included in the participation fee, for the tournament duration.

Notes:

1. Delegation's members who are arriving early or departing late, will be responsible to pay extra for accommodation and meals.
2. This service might be organized by the host country and will be quoted and charged accordingly.

8. Medical requirements

A minimum of one doctor per competition area is required for the duration of the competition.
A Chief Doctor must be appointed for the World Championship.
The Host Country must find somebody with the proper qualifications for this position.

A standby ambulance with medical staff for emergencies must be supplied and be available for the duration of the competition.

The competition venue must have a first aid station with the following:

- Reanimation and first aid equipment, and medicines
- 1 transportable oxygen container
- 1 spinal board (stretcher), stiff collar and splints for extremities
- Chairs and tables for the medical team (well identified for the referees)
- 1 litter basket per doctors' table
- 1 bucket for vomiting
- Ice (in bags for take away)

9. Registration and accreditation

9.1 Registration:

The online registration must be open minimum 3 months before the tournament's date.

All competitors must be registered electronically, with the following information:

- Given name and surname
- Photograph
- Date of birth
- Sex
- Nationality
- Weight category
- Competition form: KATA and/or KUMITE
- Role: Competitor/Coach/Referee/Supporter

If there is any question in regards to the competitor's age category, this issue must be settled during the registration.



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The registration must open minimum 3 months before the tournament's date.
The registration must close 2 weeks before the tournament's date.

The leader of each delegation is responsible for entering the correct data and checking it in order to avoid disqualifications.

No changes will be permitted, after the online registration is closed.

9.2 Accreditation:

The accreditation starts on the first day of the tournament, when each delegation arrives at the official hotel. All delegations must go through accreditation, before hotel check in.

Each delegation must present the following:

- Printed list with all members (Competitors, Coaches, Referees, Supporters).
- Printed confirmation for paying the admission fee for all members.
- List of absent competitors, who were registered online to compete.

The Organizing Committee will deliver the following:

- Accreditation cards.
- Competition program, including transfer times for each day.
- Schedule for all activities, including Weight-in, Referee course, Branch Meetings, Sayonara party.
- Tournament draw.

10. The referee course

The goal of the referee course is to provide a thorough understanding of the competition rules and make sure all referees are using the exact same criteria to judge the KATA and KUMITE competitions.

All referees accredited at the World Championship must be validated by the NIKO Referee Committee, after passing a test. The list of qualified referees must be published at least 1 month before the tournament's start date.

The referee course must be organized one day before the first competition day.

Adequate seats and tables must be available with separate seating for the NIKO Referee Committee. At least 2 microphones should be provided, in order to properly conduct the course.

During the referee course, NIKO Referee Committee will provide guidance in regards to the last approved competition rules and answer any questions from coaches and/or other referees.

The current approved competition rules must not be changed in any way during this meeting.

The referee course is exclusively for the following members:

- Official referees
- Coaches
- Branch chiefs
- NIKO Executive Committee



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NIKO Referee Committee will validate all the present referees and establish teams for each competition day.

All official referees are required to wear the official uniform, as defined in the approved completion rules.

All coaches are required to wear the official sports suit of their delegation.

11. Branch Chiefs Meetings

The goal of the branch chief meeting is to discuss about the current and future development of NIKO, and will take place during the World Championship, according to the official schedule.

Additional meetings can be requested by the NIKO Executive Committee, to discuss topics of their choice.

A meeting room with a capacity of minimum 30 people should be available, in order to conduct these meetings.

These meetings are exclusively for:

- NIKO Branch chiefs.
- NIKO Executive Committee.

The branch chiefs must submit their questions and topics to be discussed before the meeting.

The topics of this meeting should be focused on the NIKO development, since this is a very rare occasion to have all NIKO leaders together at the same time.

Each country must choose one member to speak on their behalf.

12. The draw

The entries for the draw will be those taken from the online registration forms.

The draw will use either a computerized program or a manual random process, and must follow the guidelines below:

- Competitors from the same branch or country will not compete against each other in the 1st round.
- The competitor's names are randomly extracted from the pool and placed on the tournament draw.
- If 2 competitors (teams) from the same branch/country are extracted from the pool, one of them will be placed in the opposite site of the draw.
- The winners of the previous world championships will be placed on the opposite sides of the draw.

The draw will take place at the end of registration, 2 weeks before the competition date.

In the unfortunate event, when some of the competitors cannot participate anymore (because of injury or any other reasons), their scheduled opponent will have a bye, in the first round.

No changes will be permitted during the competition's days.



13. Weigh-in and medical check

Official weigh-in and medical check must take place one day before the competition start day.

The following facilities must be available:

- Weight-in room
- 2 scales
- 2 assistants per scale
- 2 Medical assistants
- List of competitors with their registered weight/age category

13.1 Weigh-in

Competitors must check in with the accreditation badge showing the name and weight category.

The weigh-in assistant will write down the actual weight, checking if the competitor falls in the division they are registered for.

In case a competitor is over the registered weight category, he/she will have till the end of the day to make weight.

For all competitors missing weight on the first try, the doctor's agreement is mandatory in order to compete next day. The medical check must be repeated after the 2nd weight check, in order to make sure the competitor is fit to compete next day.

13.2 Medical check

After the weight check, all competitors must follow a medical check.

At the minimum, the following items must be checked:

- Blood pressure
- Pulse

The doctor might choose to check additional items, if they consider necessary.

It is the doctor's responsibility to declare if the competitor is fit or not in order to compete in the tournament.

No competitors will be allowed to compete, if they are declared unfit by the medical control.

14. Programme and competition schedule

The World Championship takes place over 3 days, with the following schedule:

1st Day: KATA competition

2nd Day: KUMITE preliminaries

3rd Day: KUMITE finals

All delegations are required to arrive 2 days before the 1st competition day, in order to have enough time for accreditation, weight-in, medical check and the referee course.

The table below provides details for the programme during the competition week:

Day	Activity	Location
Monday	NIKO Executive Committee arrival	Designated Airport
Tuesday	All delegations arrival Transfer from the airport Accreditation	Designated Airport Official Hotel
Wednesday	Weigh-in (morning) Referee Course (afternoon) Kancho's training (evening)	Official Hotel Official Hotel To Be Determined
Thursday	1 st Competition Day Opening ceremony KATA Competition KATA Medal Ceremony Branch Chief Meeting	Tournament Venue Tournament Venue Tournament Venue Official Hotel
Friday	2 nd Competition Day KUMITE preliminaries Branch Chief Meeting (if required)	Tournament Venue Official Hotel
Saturday	3 rd Competition Day KUMITE finals KUMITE Medal Ceremony Sayonara party	Tournament Venue Tournament Venue Official Hotel
Sunday	Departure day Transfer to the airport	Designated Airport

Any exception to this programme must be authorised by the NIKO Organizing Committee.

15. Technology

Software

Competition software must be available and configured according to the current approved competition rules.

The competition software must record:

- Competitor's name and country
- Competitor's number
- Competition division for each age/weight
- Round time



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- Scored points
- Warning and penalties
- Final score
- Record the winner of each match
- Update the draw with winners of each round

Scoreboards

Each competition mat (tatami) must have its own scoreboard, showing the following:

- Competitor's name and country
- Competitor's number
- Division (Age/Weight)
- Elapsed match time
- Scored points
- Warning and penalties
- Final score

Internet/TV live transmission

The local organizer should make an effort to broadcast the tournament live on the Internet, or to transmit the tournament on the local/national TV stations.

16. Opening Ceremony

NIKO Executive Committee shall be received at the entrance of the tournament venue by the Organizing Committee and conduct them to their official seats.

The opening ceremony will start with the parade of all delegations: competitors, referees and coaches.

Each delegation will consist of all their competitors, coaches and branch chiefs preceded by a board bearing its name and accompanied by its flag.

All referees will line up together and wear the official uniform.

No participant in the parade of the Opening Ceremony is permitted to carry additional flags or banners.

All delegation shall march in alphabetical order.

The flag of the participating delegations as well as the name boards and their bearers, shall be of equal size.

Each delegation, after completion of its march around the stadium, will line up in its designated column behind its name board and flag and facing the stand of honour.

Kancho will deliver a welcome speech and declare the World Championships open.

The entire Opening Ceremony and any exhibitions should not last more than one hour.



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17. Medal Ceremony

The medal award ceremony will be supervised and controlled by a responsible appointed by the NIKO Organizing Committee.

The Master of Ceremonies will call the winners to the podium.

The competitors must wear karate uniforms.

The winners are called, starting with the 3rd place, then the 2nd place and finally the 1st.

Medal and trophies will be given by the NIKO Executive Committee.

The National Anthem of the country of the winner will be played and the National flags will be slowly raised, with the flag of the winners' nation in the centre and elevated according to the standings.

Anthems should be the short version approximately 30 seconds long.

Official photographers must remain at a reasonable distance from the podium.

Notes:

1. The medals must have a minimum 7cm diameter (round medals), or 7cm square side (square medals).
2. The trophies must be minimum 50 cm tall.

18. Insurance

All delegations are responsible to cover their competitors with proper medical insurance.

The liability insurance must cover all competitors for bodily injury, occurred during the competition.

19. Doping control

A Doping Control Station (DCS) must be available and operative.

The Doping Control Station (DCS) has only one function: providing space for doping tests. No other function or unauthorized traffic (no weight control, no use as dressing room) is allowed in the doping control area. This area must be locked and clearly separated from the competition area.

The location of the DCS shall be marked with clear signs inside the competition arena.

The host country must arrange for the carrying out of doping controls in accordance with the WADA Anti-Doping Rules.

The expenses for these doping controls must be met by the event host.



20. Financial responsibilities

The host organizing committee has the right to impose a participation fee, to cover the cost of organizing such event.

The participation fee must include the following:

- Transfer to and from the designated airport to the official hotel(s).
- Transfer between the official hotel(s) and the tournament venue.
- Accommodation with meals for the duration of the competition: 5 nights.
- The meals start with dinner on the arrival day and ends with breakfast in the departure day.
- Tournament participation.
- Branch chief meetings for the registered branch chiefs.
- Referee course.
- Sayonara party.

The participation fee must be calculated in Euro and/or USD currency.

The participation fee is the same for competitors, coaches, referees, supporters.

The following members are excluded from the participation fee:

- NIKO Executive Committee
- NIKO Organizing Committee
- NIKO Referee Committee

Note:

Delegations who are arriving early and/or departing late, are responsible to pay extra for accommodation, meals and transfers.

21. Candidature for organizing the World Championship

The following information is required from any official NIKO branch, in order to candidate to organize a World Championship:

1. Host city

This section will detail:

- Number of inhabitants.
- Number of NIKO branches.
- Number of affiliated members.
- Distance to the designated airport. (KM and driving time)

2. Tournament venue

This section will detail:

- Spectators' capacity.
- Dimensions of the competition area.
- Warm up area (minimum 100 m²) / referee rest room availability.
- Distance and connections within the city. (KM and driving time).



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3. Official Hotel(s)

This section will detail:

- Star rating. (minimum 3 *).
- Capacities and facilities available.
- Branch chief meeting facilities.
- Distance to the tournament venue.
- Price range.
- Hotel(s) web site.

4. Transport

This section will detail:

- Plan to provide airport transfers.
- Plan to provide tournament venue transfers.
- Type of transportation.

5. Food

This section will detail:

- Sample menu for the breakfast, lunch and dinner.
- Catering (lunch) for 3 days at the tournament venue.
- Food available for minimum 300 members.

6. Media / Promotion Plan

This section will detail:

- Plan to spread and promotion of the tournament in the host city/country.
- Internet live feed capability.
- TV chain broadcasting the World Championships.
- Press media appearances.

7. Estimated participation fee

This section will detail:

- Estimated participation fee (EURO and/or USD).
- What is included in the participation fee?
- How do you plan to collect the participation fee?

IMPORTANT:

Once the site and date of the NIKO World Championships have been allocated, the host city and the tournament venue proposed will be the final ones.



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22. Additional requirements

Host Country/Branch

Only Countries/Branches that have participated in previous World Championship can apply to host the WC.

If a NIKO Branch doesn't participate in the current WC, that Branch cannot apply to host the following WC.

Disrespectful behaviour

Countries/Branches that have bad or disrespectful behavior during a WC, cannot apply to host the next WC.

Bad or disrespectful behavior refers to actions both on the tatami, as well as anywhere else in the competition venue or WC facilities.

This behaviour will be observed between competitors, coaches, referees, members of NIKO committees and everybody else who are participating in the NIKO World Championship.

Penalties

After a WC the NIKO Committees will decide if a country/branch should be banned from next WC.

If a country/branch has bad behavior during a WC, they can be banned to participate in the next WC.

NIKO will send a letter and specify which person(s) is/are banned to participate in the next WC.

The ban is for 2 years, in which the person(s) cannot participate in the NIKO World Championship

Waiver before the World Championship

The application to participate in the NIKO World Championship must contain a section describing that disrespectful behaviour is not tolerated in this event.

Every participant must consent and sign they understand to have a proper attitude and be respectful towards each other, referees, NIKO Committee Members and Kancho.

All participants must consent and sign they will respect the decision taken by the referees.

Any change or modification will have to be expressly authorised by the NIKO Executive Committee.