

CODE OF CONDUCT FOR THE KARATEDO FEDERATION OF HONG KONG, CHINA LIMITED

PREAMBLE

The Karatedo Federation of Hong Kong, China Limited (the “Federation”) is fully committed to the principle of honesty, integrity and fair play in the conduct of its business, including selection of athletes for competitions, management of coaches and referees, administration of membership and general administration such as procurement and staff administration. To promote karate as a dignified sport and as a martial art, and to uphold public trust, it is important for all members of the Federation to behave in a co-operative, just and impartial manner so that the Federation’s reputation will not be tarnished by dishonesty, impropriety or unsportsmanship. To this end, this Code of Conduct sets out the standard of behavior expected of all members of the Federation.

GENERAL COMMITTEE:

All General Committee members shall:

- Dedicate themselves whole-heartedly to the promotion of Karate;
- Maintain honesty, integrity, impartiality and transparency in managing the Federation.
- Respectfully hear concerns, ideas, suggestions from members and other stakeholders.
- Make decisions for action or inaction in the best interest of the Federation and its members.
- Support decisions made by the Federation and the General Committee and conduct themselves as a unified body.

- Avoid and declare any actual or perceived conflict of interest¹ in related decision making.²
- Not to use their official position or any privileged information made available to them in the course of their duties to benefit themselves, or render favour to their relations or any other persons with whom they have personal or social ties.
- Not engage in activities which jeopardise the general interest of the Federation or bring the Federation and/or Karate into disrepute.

COACHES:

ALL coaches shall:

- Provide a positive role model for the athletes.
- Demonstrate good sportsmanship and the Karate spirit
- Master the rules of Karate, and earn coach accreditations.
- Show respect towards the athletes, senseis, referees and other coaches.
- Provide necessary guidance and equipment at games and practices.
- Treat all athletes fairly.
- Remove verbal and physical abuse from the game.
- Design and conduct training programmes to suit the age, experience, ability and fitness level of the athletes.
- Be prepared to deal with injuries in a timely manner.

¹ A conflict of interest situation arises when the “private interests” of a General Committee member compete or conflict with the interest of the Federation. “Private interests” include both the financial and other interests of the member and those of his/her connections, including family members, relatives, clubs and societies to which he/she belongs, and any person to whom he/she owes a favour or is obliged in any way. A conflict of interest arises where, for example, there is relationship with a shortlisted athlete when conducting athlete selection for an international competition

² A standard form for the declaration of conflict of interest is at Appendix A

- Above all else, maintain the safety and well-being of the athletes.
- Not engage in activities which jeopardise the general interest of the Federation or bring the Federation and/or Karate into disrepute.

REFEREES:

All referees shall:

- Avoid conflict of interest in conducting refereeing.
- Master and update themselves of refereeing rules, and earn referee accreditation.
- Exercise honesty, integrity and impartiality in refereeing.
- Show respect towards the athletes, senseis, coaches and other referees.
- Not engage in activities which jeopardise the general interest of the Federation or bring the Federation and/or Karate into disrepute.

ATHLETES

All athletes participating in Karate shall:

- Demonstrate good sportsmanship.
- Play by the rules of the game and in a spirit of fair play, honesty and self-control.
- Show respect towards senseis, coaches, referees, other athletes, and spectators.
- Give 100% effort at practice, and during competitions.
- Not partake in illegal drug use.
- Not engage in activities which jeopardise the general interest of the Federation or bring the Federation and/or Karate into disrepute.

PARENTS/GUARDIANS

ALL parents shall:

- Encourage good sportsmanship and self-discipline in their children.
- Show respect towards senseis, coaches, referees, your child, other parents and their children.
- Alert coaches of your child's health conditions.
- Support all efforts to remove verbal and physical abuse from the game.
- Refrain from coaching and refereeing "from the sidelines".
- Not engage in activities which jeopardise the general interest of the Federation or bring the Federation and/or Karate into disrepute.

ENFORCEMENT

All members of the Federation shall abide by this Code of Conduct at all times. Inappropriate behavior that is determined to violate this Code of Conduct shall result in disciplinary action by the General Committee, up to and including, without limitation, suspension of membership and expulsion from the Federation in accordance with Article 7(c) of the Articles of Association of the Federation.

The Karatedo Federation of Hong Kong, China Limited
Declaration of Conflict of Interest by General Committee Members

Part A – Declaration *(To be completed by Declaring Member)*

To: *Chairman of the General Committee*

I would like to report the following existing/potential* conflict of interest situation in relation to the discussion item :-

i) Matter to be discussed by the General Committee
ii) Brief description of my connection with the matter in (i) above

Name:

Date:

Part B – Acknowledgement *(To be completed by Chairman)*

To:

Acknowledgement of Declaration

The information contained in your declaration form of _____ is noted. It has been decided that:-

- You may continue to speak and vote on the matter as described in Part A, provided that there is no change in the information declared above.
- You may continue to speak but should not vote on the matter as described in Part A, provided that there is no change in the information declared above.
- You may remain in the meeting as an observer on the matter as described in Part A, provided that there is no change in the information declared above.
- You should withdraw from the meeting and immediately return to the secretary any documents regarding the matter sent to you earlier.
- Others (please specify) : _____

Date:

Chairman of the General Committee

**Please delete as appropriate*