



Our ref. 2023.034.ITF

Lublin, Poland – March 29th, 2023

To ITF Member Associations

of International Taekwon-Do Federation

4th Ordinary ITF General Assembly

Dear Sirs/Madams,

We refer to the previous correspondence of the ITF Secretary General March 15th, 2023 (attached for ease of reference) informing you that the ITF Board of Directors had decided to hold the 4th Ordinary ITF General Assembly on 5 September 2023 in Tampere, Finland, and that elections will be conducted.

1. Call for elections

a) General

On behalf of the ITF Electoral Committee, I am pleased to inform you that in accordance with Article 34.1 of the ITF Statutes – Edition 2023 (the “ITF Statutes”), the election of the members of the Board of Directors for a four-year term (2023-2027) shall be conducted at the 4th ITF Ordinary General Assembly for the following positions:

- a) President;
- b) one (1) Senior Vice President;
- c) one (1) Vice President;
- d) one (1) Treasurer; and
- e) five (5) members at large.

Enclosed herewith you will find the prescribed Nominations Forms as referred to in Articles 34.7 and 34.8 of the ITF Statutes, and Article 8.4 of the ITF Electoral Code.

Such nomination Forms shall be submitted to the ITF General Secretariat on itfelections2023@itftkd.sport by **no later than 24:00 hours (Swiss time) on 4 May 2023**.

Articles 34.9, 34.10 and 34.11 of the ITF Statutes provide that:

- A Member Association shall not propose more than one (1) candidate for the positions specified in Article 34.1 (a) to (e)
- No member Association shall be eligible to be represented by more than one (1) member in the Board of Directors.



- If a Member Association proposes more than one (1) candidate for a position in the Board of Directors, or proposes a candidate for more than one (1) position in the Board of Directors, all proposals submitted by that Member Association shall be declared invalid.
- All candidates must be citizens of the country or territory represented by their Member Associations.

According to Article 34.1 of the ITF Statutes, a minimum of 2 (two) of the 9 (nine) members must be female and a minimum of 2 (two) of the 9 (nine) members must be male. For the avoidance of doubt, it should be noted that candidates may be nominated for any Board of Director position, if they fulfil the eligibility criteria for such position.

b) President, Senior Vice President, Vice President, Treasurer (Closed list)

According to Article 34.7 of the ITF Statutes, candidates for the positions listed above and in Article 34.1 (a) to (d), representing the Executive Committee (Article 38), shall be presented in a closed list. Every candidate nominated on the closed list shall be proposed by their Member Association in the prescribed Nomination Form (enclosed) and be supported by at least five (5) other Member Associations.

Such closed list shall be submitted by the Member Association that nominated the candidate for the position of President on the closed list.

c) Five (5) members

Candidates for the positions listed in Article 34.1 (e) "Five (5) Members at large" must be by name and shall be proposed by their Member Association in the prescribed Nomination Form (enclosed) and be supported by at least three (3) other Member Associations.

2. Integrity check

According to Article 10 of the Electoral Code, the IT Electoral Committee shall examine and conduct an integrity check of the candidatures.

In conducting the integrity check, the ITF Electoral Committee is entitled to request the support of an external expert (individual or company).

Each candidate shall complete and sign the Integrity Questionnaire (enclosed) and submit it with the prescribed Nomination Form within the abovementioned deadline.

3. List of candidates

The official list of candidates for the ITF Board of Directors shall be provided to the Member Associations and published on the ITF website in accordance with Article 34.12 of the ITF Statutes.

The ITF General Secretariat will provide you with further details relating to accommodation, transport, official functions, visa requirements and travel arrangement for the 4th ITF Ordinary

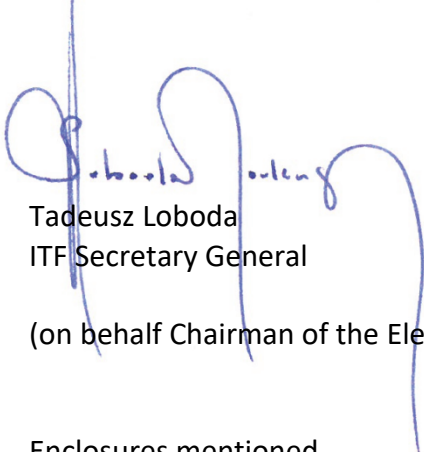


General Assembly in due course. In the meantime, do not hesitate to contact the ITF General Secretariat should you have any inquiries.

4. Final remark

The above presented information is for convenience purposes only and consist of a general summery. The full and mandatory requirements, conditions and procedures are those contained at the ITF Statutes and the Electoral Code. In case of any inconsistencies or contradictions, the full terms as in the Statutes and the Electoral Code will prevail. It is therefore strongly recommended that each candidate will read and study carefully the relevant terms and requirements as laid down in the ITF Statutes and the ITF Electoral Code

Yours sincerely,



Tadeusz Loboda
ITF Secretary General

(on behalf Chairman of the Electoral Committee)



Enclosures mentioned

Copy:

- ITF Board of Directors



4TH ORDINARY ITF GENERAL ASSEMBLY 2023

NOMINATION FORM

**For positions of Board of Directors listed in art. 34 lit e)
of the ITF Statutes**

Term 2023-2027

Candidate (name and surname)	
Submitted by:	
Member Association	Member Association Official Seal
President* Name and Signature	General Secretary** Name and Signature

* Where the Candidate for any of the above capacities holds the position of the President of a the proposing Member Association, this proposal will be signed on behalf of the relevant Member Association by the next senior Board member of the Member Association.

** In case that in a proposing Member Association the titles of the managing person/s are different (for instance where there is no General Secretary) the signature of the person that is requested to sign together with the President is the one holding the usual responsibilities of a Secretary General or DG or CEO of the Member Association.

The following presented information is for convenience purposes only and consist of a general summary. The full and mandatory requirements, conditions and procedures are those contained in the ITF Statutes and the ITF Electoral Code. In case of any inconsistencies or contradictions, the full terms as set out in the Statutes and the ITF Electoral Code shall prevail. It is therefore strongly recommended that each candidate and each Member Association read and study carefully the relevant terms and requirements as laid down in the ITF Statutes and the ITF Electoral Code.

In accordance with the requirements set out in Article 34 of the ITF Statutes and Article 7, 8 and 9 of the ITF Electoral Code, each Candidate for the seat of ITF Board of Directors shall comply with the following criteria:

- a) be under the age of eighty (80) as at the date of the elections;
- b) not serve more than two (2) consecutives full terms of office of four (4) years each for the same positions listed in Article 34.1 (a) to (e);
- c) be supported by at least three (3) other Member Associations;
- d) be a citizen of the country or territory represented by their Member Association.
- e) not holding any position (either sportive or as an officer or director or in any other managerial capacity) in any Other Taekwon-Do Body either in national or international level, or in any other sport federation or association being a governing body, either in national or international level, of any martial art or a sport that is considered by the ITF as a competitor of the ITF; and
- f) must pass an eligibility check carried out by the ITF Electoral Committee.

Each Candidate is required to provide the following Annexed Documents to this Nomination Form to demonstrate that they meet the above requirements:

- i. Supporting letters from at least three (3) other Member Associations.
- ii. copy of Passport or ID (legible, in PDF or JPG);
- iii. a portrait picture (JPG, 300 DPI)
- iv. the Integrity Questionnaire; and
- v. copy of their Curriculum Vitae and relevant supporting documents.

Annexed Documents form an integral part of this Nomination Form. Annexed Documents shall be provided in English or in Spanish. Where translations are required, they shall be undertaken by an accredited translation service. The original (non-English or non-Spanish) document shall also be provided.

If any material information provided in this Nomination Form and its Annexed Documents are found to be incorrect or false or any of the Annexed Documents are not received, the nomination of the Candidate may, after examination, not be approved by the ITF Electoral Committee and the Candidate not included on the final official list of candidates sent to all the members of the ITF in accordance with the relevant provisions in the ITF Statutes.



In accordance with Articles 34 of the ITF Statutes and Article 8 of the ITF Electoral Code, this original Nomination Form and all Annexed Documents must reach the ITF General Secretariat at itfelections2023@itftkd.sport by no later than **24:00 hours (Swiss time) on 4 May 2023.**

I hereby accept my nomination to be elected as member of the ITF Board of Directors for the term 2023-2027. Without prejudice, I agree that my candidature shall be governed by all applicable ITF rules and regulations. I undertake to comply with all decisions of the ITF Electoral Committee relating to my candidature.

Candidate

Name and Surname

Signature



4TH ORDINARY ITF GENERAL ASSEMBLY 2023

NOMINATION FORM

**Closed list for positions of Board of Directors listed in art. 34 lit a) to d)
of the ITF Statutes**

Term 2023-2027

Closed List submitted by: _____
(Candidate for President)

CLOSED LIST

CANDIDATES

1. PRESIDENT (name and surname)	
Proposed by:	
Member Association	Member Association Official Seal
President* Name and Signature	General Secretary** Name and Signature

2. SENIOR VICE PRESIDENT (name and surname)	
Proposed by:	
Member Association	Member Association Official Seal
President* Name and Signature	General Secretary** Name and Signature

* Where the Candidate for any of the above capacities holds the position of the President of the proposing Member Association, this proposal will be signed on behalf of the relevant Member Association by the next senior Board member of the Member Association.

** In case that in a proposing Member Association the titles of the managing person/s are different (for instance where there is no General Secretary) the signature of the person that is requested to sign together with the President is the one holding the usual responsibilities of a Secretary General or DG or CEO of the Member Association.

3. VICE-PRESIDENT (name and surname)	
Proposed by:	
Member Association	Member Association Official Seal
President* Name and Signature	General Secretary** Name and Signature

4. TREASURER (name and surname)	
Proposed by:	
Member Association	Member Association Official Seal
President* Name and Signature	General Secretary** Name and Signature

* Where the Candidate for any of the above capacities holds the position of the President of the proposing Member Association, this proposal will be signed on behalf of the relevant Member Association by the next senior Board member of the Member Association.

** In case that in a proposing Member Association the titles of the managing person/s are different (for instance where there is no General Secretary) the signature of the person that is requested to sign together with the President is the one holding the usual responsibilities of a Secretary General or DG or CEO of the Member Association.

The following presented information is for convenience purposes only and consist of a general summary. The full and mandatory requirements, conditions and procedures are those contained in the ITF Statutes and the ITF Electoral Code. In case of any inconsistencies or contradictions, the full terms as set out in the Statutes and the ITF Electoral Code shall prevail. It is therefore strongly recommended that each candidate and each Member Association read and study carefully the relevant terms and requirements as laid down in the ITF Statutes and the ITF Electoral Code.

In accordance with the requirements set out in Article 34 of the ITF Statutes and Article 7, 8 and 9 of the ITF Electoral Code, each Candidate for the seat of ITF Board of Directors shall comply with the following criteria:

- a) be under the age of eighty (80) as at the date of the elections;
- b) not serve more than two (2) consecutives full terms of office of four (4) years each for the same positions listed in Article 34.1 (a) to (e);
- c) be supported by at least five (5) other Member Associations;
- d) be a citizen of the country or territory represented by their Member Association.
- e) not holding any position (either sportive or as an officer or director or in any other managerial capacity) in any Other Taekwon-Do Body either in national or international level, or in any other sport federation or association being a governing body, either in national or international level, of any martial art or a sport that is considered by the ITF as a competitor of the ITF;
- f) candidates for the position of President must hold the title of Grand Master (9th) degree) or Master (8th degree). Candidates for the position of Senior Vice President must hold the title of Grand Master (9th degree) or Master (7th or 8th degree).
- g) must pass an eligibility check carried out by the ITF Electoral Committee.

Each Candidate is required to provide the following Annexed Documents to this Nomination Form to demonstrate that they meet the above requirements:

- i. Supporting letters from at least five (5) other Member Associations;
- ii. copy of Passport or ID (in PDF or JPG format);
- iii. a portrait picture (jpg, 300 DPI);
- iv. the Integrity Questionnaire; and
- v. copy of their Curriculum Vitae and relevant supporting documents.

Annexed Documents form an integral part of this Nomination Form. Annexed Documents shall be provided in English or in Spanish. Where translations are required, they shall be undertaken by an accredited translation service. The original (non-English or non-Spanish) document shall also be provided.

If any material information provided in this Nomination Form and its Annexed Documents are found to be incorrect or false or any of the Annexed Documents are not received, the nomination

of the Candidate may, after examination, not be approved by the ITF Electoral Committee and the Candidate not included on the final official list of candidates sent to all the members of the ITF in accordance with the relevant provisions in the ITF Statutes.

In accordance with Articles 34 of the ITF Statutes and Article 8 of the ITF Electoral Code, this original Nomination Form and all Annexed Documents must reach the ITF General Secretariat at itfelections2023@itftkd.sport by no later than **24:00 hours (Swiss time) on 4 May 2023**.

I hereby accept my nomination to be elected as member of the ITF Board of Directors for the term 2023-2027. Without prejudice, I agree that my candidature shall be governed by all applicable ITF rules and regulations. I undertake to comply with all decisions of the ITF Electoral Committee relating to my candidature.

Candidate for President

Name and Surname

Signature

Candidate for Senior Vice-President

Name and Surname

Signature

Candidate for Vice-President

Name and Surname

Signature

Candidate for Treasurer

Name and Surname

Signature