

POOMSAE COMMITTEE

1 ESTABLISHMENT

This Committee is established in accordance with Article 27.1 of the World Taekwondo (WT) Statutes.

2 FUNCTIONS AND OBJECTIVES

Committee's functions are to:

- Act as a bridge between the Poomsae & non-kyorugi competition and the World Taekwondo
- Supervising Poomsae competitions around the world
- Promote and develop Taekwondo Poomse within the Taekwondo movement

Committee's responsibilities are to:

- Reviews the organization and management of Poomsae taekwondo competitions and studies ways to improve the competitions and increase the consistent application of the Poomsae Competition Rules
- Researches methods for effective management of training courses for International Poomsae Referees

3 COMPOSITION AND TERMS OF OFFICE

The membership of this Committee shall be composed of up to five members including one Chair and one Vice-Chair. The term of the appointment shall be two (2) years, effective from the acceptance date until the end of the Wuxi 2021 World Taekwondo Championships.

Chair	Prof. Jung Heon KIM	Korea	somatkd@hanmail.net
Vice Chair	Mr. Mustapha MOUTARAZAK	Netherlands	m.moutarazak@hotmail.com
Member	Mr. Raymond Te-Yi HSU	USA	rayhsu2004@yahoo.com
Member	Ms. Edina LENTS	Denmark	edinalents@gmail.com
Member	Mr. Tong Wan SHIN	Great Britain	tongwanshin@gmail.com
WT Liaison	Mr. Kisam KIM		kisam.kim@worldtaekwondo.org

Committee may establish such committees of an ad-hoc nature as it deems appropriate.

Committee is supported by the Strategic Planning Office.

4 QUORUM

A quorum for the committee meeting is defined as 50% of the membership, plus one.

Where attention is drawn to a loss of quorum, the meeting may be adjourned until such time as the Chair may determine.

5 CONFLICT OF INTEREST

Committee members are required to bring to the attention of the Chair any conflict of interest or potential conflict they may have with any item on the committee's agenda.

If a committee member is deemed to have a real or perceived conflict of interest in a matter that is being considered at a meeting, he/she will be excused from Committee discussions and deliberations on the issue where a conflict of interest exists.

6 MEETINGS

Committee meetings shall be held at least once every three months unless otherwise agreed by the Committee. Committee meetings may be held in person, by telephone, videoconference, or other electronic means. If the meeting is held via conference call, the WT Blujeans conference call system can be utilized.

In case of in-person meeting, the following conditions shall apply to the members:

- Economy class air travel
- Transportation from-and-to airport at destination
- Accommodation for the period of stay proposed by WT
- USD200 per diem for the period of meeting day(s) proposed by WT, plus 1 travel day

The above terms and conditions may change based on changes to WT's Finance Rules.

Committee members are required to be fully prepared for each meeting, having read the documentation in advance, and to make every reasonable effort to attend each meeting.

Decisions of the Committee may be made at a duly called and constituted meeting; or, by a resolution in writing to all members of the Committee and physically or electronically signed by at least a quorum of the members of the Committee who are entitled to vote on the resolution other than those on an approved leave of absence.

7 OBSERVERS AND VISITORS

Observers and visitors must have received the prior permission of the Chair to attend meetings. Observers and visitors must leave the meeting if any matters are to be considered confidential.

8 AGENDAS AND MINUTES

Agendas and associated documentation will be distributed prior to the meeting.

Except with the express permission of the Chair, late papers will not be accepted, nor will the tabling of papers. All papers must be submitted to the Secretary of the Committee no later than two working days working days prior to the forthcoming meeting.

Minutes are to be prepared by each committee meeting. The draft minutes and action sheet of each meeting are to be reviewed by the Chair and circulated to all committee members by the Secretary of the Committee as soon as practicable. A copy of the minutes, once they have been reviewed by the Chair, will be included in the agenda papers for the next committee meeting for approval.

9 REPORT

The Committee shall prepare a report on its activities to be submitted to the General Assembly and Council Meetings. This report shall include the Committee's progress towards its core objectives.

10 EVALUATION AND REVIEW

To ensure that this committee is fulfilling its duties, it will:

- Undertake an annual self-assessment of its performance against its Terms of Reference and provide that information to the Council; and
- Provide any information the Council may request to facilitate its review of committee's performance and its members.