

October 25, 2016

Presidents and Secretaries General
WTF Member National Association

Re: World Taekwondo GP Final & WTF Gala Awards 2016 & World Taekwondo Team Championships Baku 2016

Dear beloved Taekwondo Family,

It is a great pleasure to extend an invitation to your member national association to participate in the World Taekwondo GP Final, WTF Gala Awards 2016, and World Taekwondo Team Championships to be held on December 9-13, 2016 in Baku, Azerbaijan.

From this year's Grand-Prix Final, it is set to be an excellent event with the world's top sixteen taekwondo athletes per weight division, expected to compete; including the Olympic Champions and World Champions. It will be an important event to celebrate our sport in the Rio 2016 Olympic Games.

Also, I expect that the World Taekwondo Team Championships (December 12-13) will serve as an opportunity for the top elite teams to display their skills and togetherness. It will show you the thrilling moments of competition and friendship.

To commemorate the closing of this year, the 3rd WTF Gala Awards will be held on 11 December and it will honor the accomplishments of the players, officials and national federations as the social event worldwide.

We look forward to seeing you and your teams in Baku.

Sincerely yours,


Chungwon Choue
President

**PLEASE NOTE THAT THIS DOCUMENT IS ONLY THE OUTLINE AND
NOT AN INVITATION TO THE WTF WORLD TAEKWONDO TEAM
CHAMPIONSHIPS, Baku 2016**

OUTLINE

WTF WORLD TAEKWONDO TEAM CHAMPIONSHIPS 2016

1 PROMOTER: World Taekwondo Federation (President: Dr. Chungwon Choue)

ADDRESS: 5th Fl, Kolon Bldg., 15 Hyoja-ro, Jongno-gu., Seoul, Korea, 110-040
TELEPHONE: +82.2.556.2505 / 82.2.557.5446
FAX: +82.2.553.4728
E-MAIL: sport@wtf.org (Sport Department)
WEB-SITE: <http://www.worldtaekwondofederation.net>

2 ORGANIZING MNA: Azerbaijan Taekwondo Federation

ADDRESS: Khatai avenue 51, Baku, Republic of Azerbaijan
TELEPHONE: +994 12 496 39 87
FAX: +994 12 498 79 00
E-MAIL: intl@taekwondo.az
Website: www.taekwondo.az

3 DATE: December 12-13, 2016

4 VENUE: Sarhadchi Olympic Sports Complex

5 QUALIFICATIONS

CRITERION #1: Holder of the nationality of the participating team except two substitutes
CRITERION #2: An athlete must be nominated by the pertinent national taekwondo association that is recognized by the World Taekwondo Federation
CRITERION #3: Holder of the Kukkiwon Poom or Dan Certificate
CRITERION #4: An athlete must be 17 years old or older. An athlete who was born in the year of 1999 or before is eligible to participation in the Championships.
CRITERION #5: Holder of valid WTF Global Athlete Licence (GAL). Any questions on the WTF GAL application please contact Mr Kabir Kar the WTF Global Licence Administration Manager at gmsadmin@wtf.org

6 COMPETITION RULES

Standing Procedure and outline of WTF World Taekwondo Team Championships and WTF Competition Rules in force as of the Competition date

7 INVITATION OF THE TEAMS

Eight (8) Teams per gender division will be invited as well as mixed gender team format : Selection of the teams shall be made as follows.

- 7.1 The WTF will consider invitation for teams who have participated in WTF World Taekwondo Team Championships 2015, and Top placed teams of the 2015 WTF World Taekwondo Championships Chelyabinsk as well as continental representation.
- 7.2 Host nation of the Championships shall be automatically invited.

- 7.3 Mixed Gender Team: Eight (8) teams will be formed among invited teams
(Team composition: 2 male and 2 female)

8 METHOD OF COMPETITION

Method of Team Competition is a mixture of traditional team match format and tag-team match format.

- 8.1 Mixture of Traditional Team Match format and Tag-team Match format
- 8.1.1 In order to form the team, each team must enter 5 athletes in minimum and in maximum of 6 athletes including 1 substitute.
- 8.1.1.1 For Mixed Gender Team: each team must enter 2 female athletes and 2 male athletes in minimum and in maximum of 5 athletes including 1 male substitute**
- 8.1.2 A team may include maximum 2 athletes from other MNAs which are not the participating National Teams. (Any of athlete(s) of participating Teams shall not be allowed to participate to as a member of other national team.)
- 8.1.3 Each team can designate 5 first team athletes and 1 substitute athlete per contest. The athletes shall be numbered from 1 (lightest) to 5 (heaviest).
- 8.1.4 The preliminary & quarter final matches shall be carried out for 3 rounds (5 minutes of 1st round and 3 minutes of 2nd round & 3rd round) with 1 minute break between rounds. Semi-final and final matches for 3 rounds of 5 minutes with 1 minute break between rounds.
- 8.1.4.1 For Mixed Gender Team: All matches shall be carried out for 3 rounds (4 minutes of 1st round and 3 minutes of 2nd round & 3rd round) with 1 minute break between rounds.**
- 8.1.5 The 1st round shall be conducted based on traditional team match format for one (1) minute per competition. It means that the athletes shall compete against his/her counterparts of the opposing team (same numbered athlete) in the order from lighter to heavier. Final score of each team that is total points scored by all athletes of the team shall be accumulated.
- 8.1.6 The 2nd round and 3rd round shall be conducted based on tag-team match format for 3 or 5 minutes. The numbers of replacement shall be allowed in maximum of 8 times per round of 3 minutes and 12 times per round of 5 minutes regardless of order.
- 8.1.6.1 For Mixed Gender Team: The 2nd round shall start with choice of Chung's female athlete and 3rd round shall start with choice of Hong's female athlete based on tag-team match format for 3 minutes. The numbers of replacement shall be allowed in maximum of 8 times per round of 3 minutes regardless of order but must be same gender.**
- 8.1.7 The team that scores more points in accumulation of the 1st, 2nd and 3rd round shall be declared as the winner. In case of a tie at the preliminary group stage, the final result shall be recorded as 'Draw' but from semi finals, golden point round shall be carried out on tag-team format, The team that scores the first three point shall be declared as winning team.
- 8.1.8 The team that reaches 15 "Gam-jeom" in total shall be declared as loser at any time during the competition.
- 8.1.9 When there is score gap of 30 points, the match shall be automatically concluded in end of 2nd round.
- 8.2 Substitute(s)
- 8.2.1 Each team may bring maximum six (6) athletes including one (1) substitute to the Championships. Only one (1) substitute is allowed to stand by for each team match and can replace any of the five (5) competitors for once after the first round of match

8.2.2 In case of injury during the championships, form of four (4) athletes still can be composed as a team and compete; however, 10 points will be given to opponent in 1st round.

8.2.2.1 For Mixed Gender Team: In case of injury during the championships, form of 3 athletes (either 1 male & 2 female or 1 female & 2 male) still can be composed as a team and compete; however, 10 points will be given to opponent in 1st round.

8.2.3 Less than four (4) athletes in each team shall be disqualified.

8.2.3.1 For Mixed Gender Team: Less than three (3) athletes in each team shall be disqualified.

8.3 WTF Ranking points

WTF World Taekwondo Team Championships 2015 are G-2 ranking event. The following ranking points per male team and female team respectively will be given to all athletes of the team. The ranking points shall be awarded to the athlete's declared weight division. To obtain ranking points, an athlete must compete at least once during the championships

- 1st Placed team: 20 points
- 2nd placed team: 12 points
- 3rd placed team: 7.2 points
- 5th placed teams: 4.32 points

In case of athlete participates in both regular team competition and mixed gender team competition, athlete shall receive points from result of only one competition either regular team or mixed gender team the point of which is higher.

9 SYSTEM OF COMPETITION

System of Team Competition is classified as follows.

- 9.1 Round-robin system in preliminary group stage – competitions within each group of teams
- and single elimination system in semi-finals though finals shall be applied.

9.1.1 For Mixed Gender Team: Single elimination system shall be applied.

9.2 Eight (8) teams

9.2.1 In group stage, eight (8) teams shall be divided into two (2) groups, with four (4) teams per group.

9.2.2 Two (2) teams shall be seeded in these groups; one team per group. They are the host nation, and the top team at the WTF World Taekwondo Team Championships 2015. If any of the seeded nations is not participating or host nation, the next-highest ranked team at the WTF World Taekwondo Team Championships 2015 that is participating in the Championships shall be seeded. The other teams except these two (2) teams shall be randomly allocated in two (2) groups through drawing of lots.

9.2.3 Based on round-robin system, each team shall play three (3) times in group stage by competing once against each of three other teams in the same group in turn.

9.2.4 In group stage, each team shall gain 3 points per win, 1 point for draw and 0 point for loss and the team with more team points shall be ranked higher.

9.2.5 The top two (2) teams of each group shall automatically advance to the semi-finals. Draw of semi-finals shall be pre-determined based on the results at the group stage. In case of tie, rank shall be classified in accordance of the following order:

- The team that has more team points
- The team that has more accumulated scores after deduction of the points earned by the opposing team from the points earned
- If there is still a tie, team with higher accumulated scores
- If there is still a tie, team with (1) higher number of RSC. (2) lower

number of Gam-jeom and (3) lower number of Kyong-go

- If there is still a tie after exhausting the criteria, it shall be determined by the method decided by Technical Delegate.

- 9.2.6 In case that there are less than 8 teams participating, the number of groups and/or number of teams per group may be subject to change. In this case, Technical Delegate shall make final decision and shall announce the decision at the Head of Team Meeting

10 PROCEDURE OF THE CONTEST

- 10.1 Each team shall be called at Athlete Calling Desk three times beginning thirty (30) minutes prior to the scheduled contest.
- 10.2 Each team shall submit the order of the contestants for the 1st round match based on the weight of each athlete (lighter to heavier) to the responsible technical official designated by the WTF. The number of order shall be put on trunk protector of each contestant for identification. The substitute athlete shall be given the number '6'.
- 10.2.1 For Mixed Gender Team: Each team shall submit the order of the contestants for the 1st round match based on the weight of each gender athlete (lighter to heavier) to the responsible technical official designated by the WTF. The number of order shall be put on trunk protector of each contestant for identification. The male substitute athlete shall be given the number '5'.**
- 10.3 Five (5) first team athletes and one (1) substitute of each team shall march in together with two (2) coaches and one (1) team doctor.
- 10.3.1 For Mixed Gender Team: Four (4) first team athletes and one (1) substitute of each team shall march in together with two (2) coach and one (1) team doctor.**
- 10.4 The center referee shall call "Chung, Hong." Both teams shall enter the contest area with their headgears firmly tucked under their left arms facing each other.
- 10.5 Following the referee's command "Cha-ryeot" and "Kyeong-rye", both teams shall make a standing bow to each other.
- 10.6 The first competitor shall stay in the contest area for the first match, and the others stay in coach's area.
- 10.7 The contest shall start by the center referee's command "Joon-bi" and "Shi-jak".
- 10.8 After the referee declares "Keu-man", both teams shall enter the contest area with their headgears firmly tucked under their left arms facing each other, and make a standing bow to each other following commend of the referee.
- 10.9 The referee shall declare the winner by raising own hand to the winner's side.

11 WEIGHT RANGE: Total weight

- 11.1 Male Team:
The total weight of 5 athletes shall be 373kg or less.
- 11.2 Female Team:
The total weight of 5 athletes shall be 318kg or less.
- 11.3 Mixed Gender Team:
The total weight of 2 female athletes shall be 135kg or less
The total weight of 2 male athletes shall be 160kg or less.

12 DURATION OF THE CONTEST

- 12.1 1st round: Total 5 minutes, and 1 minute per athlete without break between the individual matches
- 12.1.1 For Mixed Gender Team: 1st round: Total 4 minutes, and 1 minute per athlete without break between the individual matches**
- 12.2 2nd round & 3rd round: 3 minutes in preliminary, and 5 minutes for Semi-Final and Final
- 12.3 1 minute break between rounds.

13 ANTI-DOPING

13.1 World Taekwondo Team championships are defined as Team sport following definition of WADA.

13.2 If more than two (2) members of a team are found to have committed an anti-doping rule violation during the Championships, the team shall be disqualified from the Championships in addition to any consequences imposed upon the individual athlete.

14 CLASSIFICATION OF RESULTS (Per male and female respectively)

1st PLACE:	Trophy to the team and gold medals to all registered athletes of the pertinent team
2nd PLACE:	Trophy to the team and silver medals to all registered athletes of the pertinent team
3rd PLACES:	Trophies to the team and bronze medals to all registered athletes of the pertinent team

15 TEAM ENTRIES PER COUNTRY (Maximum 23 members including substituted athletes, if any)

POSITION	MAX. NO. OF MEMBERS MALE	MAX. NO. OF MEMBERS FEMALE
HEAD OF TEAM:	1	1
MANAGER:	1	1
COACH:	2	2
TRAINER:	1	1
TEAM DOCTOR:	1	1
CONTESTANTS:	5 (+1 substitutes)	5 (+1 substitute)

* The number of athletes may increase to maximum 6 if the team brings substituted athletes.

16 INTERNATIONAL REFEREES

The WTF will appoint thirty (40) International Referees. The following conditions shall apply.

16.1 International Referees are required to pay for their own round-trip fares.

16.2 The Organizing Committee shall pay the expenses for eight (8) nights' stay of room and board. **Check-in: December 6 / Check-out: December 14 (Including GP Final)**

17 TECHNICAL DELEGATE AND COMPETITION SUPERVISORY BOARD

The WTF will appoint the Technical Delegate and the members of the Competition Supervisory Board who shall oversee the Championships. The following conditions shall apply.

17.1 The Organizing Committee shall pay for the expenses of room and board for the Technical Delegate and CSB members for eight (8) nights' stay of room and board. **Check-in: December 6 / Check-out: December 14 (Including GP Final)**

18 WTF-RECOGNIZED TAEKWONDO UNIFORM (DOBOK) AND PROTECTIVE EQUIPMENT

18.1 All the equipment used at the Championships should be the ones recognized by the WTF.

18.2 Participating contestants are required to wear WTF-recognized uniforms and WTF-recognized protective equipment. The latest version of WTF-recognized manufacturers' list is available at the website of WTF (<http://www.worldtaekwondofederation.net/recognized>).

18.3 Participating contestants are required to bring both white and color uniform either blue or red.

18.4 The Organizing Committee will provide **adidas KP&P Protector and Scoring System (PSS) including PSS Headgear** to the participating contestants. Participating contestants are required to bring their own groin guards, mouthpieces, gloves, sensing socks and shin and forearm guards for their personal use.

18.5 Before entering into the field of play, all contestants will proceed to the inspection desk for inspection of their doboks and protective equipment. Any contestant who wears unofficial doboks or protective equipment will not be permitted to compete.

18.6 Organizing Committee shall prepare white masking tapes to cover up any kind of identification of the manufacturers not recognized by the WTF.

19 IDENTIFICATION OF NOC CODE AND MANUFACTURER

19.1 National flag shall be located between 3cm and 3.4cm below the right shoulder line of upper garment.

19.2 NOC Code is a three-letter National Olympic Committee abbreviation, and it shall be printed at the back in black and centered at 5cm or higher from the bottom line of the upper garment within the size of 30cm width x 12cm height. The font of the letters shall be in bold "Verdana".

19.3 Manufacturer's identification (name, designation trademark, logo or any distinctive sign of the manufacturer) shall be located one per garment within 20cm² except at the location of the WTF logo.

20 MEDICAL CONTROL

20.1 The WTF Anti-Doping Rules, and where necessary the Code of the World Anti-Doping Agency, shall apply throughout the competitions.

20.2 Compulsory anti-doping tests will be carried out on random selection basis. The WTF and/or WADA may carry out random out-of-competition testing prior to the championships. Therefore, all participating contestants are required to submit their latest and most accurate Athlete Location (Whereabouts Info) Forms to the WTF.

20.3 TUE (Therapeutic Use Exemption)

Athletes who take any substance or medicine listed in the "Prohibited List" of the WTF Anti-Doping Rules and Anti-Doping Code of World Anti-Doping Agency (WADA) for therapeutic purposes are requested to visit the website of WADA and make online filing of their TUE applications on ADAMS <http://www.wada-ama.org/en/ADAMS/> and report to the WTF Sports Department at marcoienna@wtf.org by no later than November 8th, 2016. For more details, please see the following page of the WTF website:

http://www.wtf.org/wtf_eng/site/anti_doping/06_therapeutic_use_exemptions.html

For ADAMS login, please contact National Anti-Doping Organization (NADO) in your country or WTF Sports Department at marcoienna@wtf.org

21 HEAD OF TEAM MEETING & DRAWING OF LOTS SESSION

21.1 The head of team meeting and the drawing of lots session shall be conducted one (1) day prior to the start of the championships that is December 11, 2016, in the presence of the WTF officials and the representatives of the participating nations.

21.2 The method of draw shall be decided by the Technical Delegate.

21.3 The details of procedures of competitions may be changed with the agreements among head of teams during the Head of Team Meeting.

22 WEIGH-IN

22.1 Weigh-in of all contestants shall be completed one day before their scheduled competition day that is December 11, 2016.

22.2 During the weigh-in, male contestants shall wear underpants and female contestants shall wear underpants and brassieres. However, contestants may weigh-in in the nude if they want to do so.

23 INDEMNITIES

- 23.1 The respective national taekwondo associations shall be responsible for ensuring that all officials and participants are covered with effective travel & medical insurance coverage.
- 23.2 Participants without proper insurance coverage will not be allowed to compete at the championships.
- 23.3 The Organizing Committee will acquire general Public Liability event insurance.

24 NATIONAL FLAG AND ANTHEM

Every participating national taekwondo association is required to bring the following items for use at the Opening and/or Closing ceremonies:

- i. Two (2) IOC-recognized national flags
 - Size: 90cm x 130cm
- ii. CD or DVD of the pertinent IOC-recognized national anthem

25 ACCOMMODATION

The participating teams are required to submit the hotel reservation to Organizing Committee by no later than November 25th, 2016. The list of official hotels and hotel reservation forms will be provided separately by Organizing Committee.

26 VISA INFORMATION

The Organising Committee can provide recommendation letters for visa applications.

However, MNA's are required to check the Azerbaijan entry visa application waiting times in their own countries and submit requests for recommendation letters to the organising committee.

The Organising Committee cannot guarantee entry into the Mexico and can only offer assistance. It is the responsibility of each athlete and MNA to apply for and secure the correct entry visa for the Azerbaijan.

MNA's are requested to complete the attached visa application form at least one week before the waiting time deadline in their own country.

27 CLOSING DATES FOR ENTRIES / ENTRY FEE

All Athletes and Team officials must FIRST be registered with a WTF Global Athlete Licence (GAL) or Global Official Licence (GOL).

National Team Entry will only be accepted through the WTF online registration system and registration is only possible with a valid WTF Global Licence. National Team GMS admins have to register their teams.

- 27.1 Registration shall be made only through WTF online registration system.
- 27.2 Regular Registration period will **begin** on **1st November 2016**, 17:00 Local Swiss Time.
- 27.3 Regular Registration period will **end** on **15th November 2016**, 17:00 Local Swiss Time.
- 27.4 Team may replace athlete until December 3rd with valid reason.
- 27.5 Entry fee (US\$300 per team) must be paid during team registration in Baku.

Any WTF Global Licence registration completed onsite will be charged a US\$30 onsite processing fee for each WTF Global Licence required.

28 COACH'S ATTIRE

All Coaches are required to wear formal suit such as tie, jacket, dress shirt (long or short), and trouser during all matches. If any coach refuses to wear abovementioned attire, he or she won't be coaching for Team Championships 2016.

29 TEAM DOCTOR's MEETING

In order to receive accreditation card, all registered team doctors or physicians must attend team doctor's meeting on December 11th.

Timetable (SUBJECT TO CHANGE)

Date	Time	Event	Place
Dec 8-9	1000-1800	Arrival and registration of teams	Gafgaz Baku Sport Hotel and Gafgaz Park Hotel
Dec 9-11	0900-1800	Training	Gafgaz Baku Sport Hotel and Gafgaz Park Hotel
Dec 11	0900-1600	Referee meeting and training	TBD
	1000-1200	Weigh-in for all athletes	Sarhadchi Olympic Sports Complex
	1000-1200	Head of Team Meeting and Drawing of Lots	Gafgaz Baku Sport Hotel
	1300-1500	Team Doctor's Meeting	Gafgaz Baku Sport Hotel
Dec 12	1000-1200	Preliminary Rounds	Sarhadchi Olympic Sports Complex
	1200-1300	Lunch break	
	1300-1700	Preliminary Rounds	Sarhadchi Olympic Sports Complex
	1730-1815	Opening Ceremony	
	1830-2030	Preliminary Rounds	Sarhadchi Olympic Sports Complex
Dec 13	1300-1500	Semi-Finals & Finals	Sarhadchi Olympic Sports Complex
	1500-1600	Break	
	1600-1800	Quarter Final for Mixed Gender Team	Sarhadchi Olympic Sports Complex
	1800-2000	Semi-Finals & Finals for Mixed Gender Team	Sarhadchi Olympic Sports Complex
	2000-2030	Awarding Ceremony	TBD