



SINGAPORE OPEN POOMSAE CHAMPIONSHIPS 2024
(10th AUGUST 2024 / Our Tampines Hub)
Official Outline

SINGAPORE OPEN POOMSAE CHAMPIONSHIPS 2024 OUTLINE

1. ORGANIZER : SINGAPORE TAEKWONDO FEDERATION (STF)

Address : Singapore Taekwondo Federation Office
7 Bedok North Street 2
Bedok Sports Complex, Singapore 469646

Telephone : +65 6345 1491

Email : Tournament.stf@gmail.com
stkdf@mail.com

Website: www.stf.sg

2. COMPETITION DETAILS

Date : 10th August 2024

Time : 0900 onward

Venue : 1 Tampines Walk, Level 3, Singapore 528523
Our Tampines Hub, Community Auditorium

Organizer reserves the right to amend competition schedule, any changes will be posted on STF website.

3. REGISTRATION INFORMATION

Registration Period: 8th July to 19st July 2024

Submission To: Tournament.stf@gmail.com
STKDF@mail.com

Registration Fee: \$54.50 per participant for all events
(Inclusive of 9% GST)

Team Manager's: 28th July 2024, 1500 Hr
Briefing Whampoa National Training Centre
80 Lorong Limau, Singapore 320080

3. COMPETITION RULES

STF Competition Rules in force as of 1st March, 2024 shall be apply. (Available on STF website)



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4. QUALIFICATIONS

Criterion #1: Members of Clubs affiliated to Singapore Taekwondo Federation (STF)*

Criterion #1: Poom Belt Holder (Age 13 & 14)
Black Belt Holder (Age 15 and above)

**Non-STF grade holders must be either STF invited parties or are under respective National Sports Association (NSA). Special circumstances and request should be directed to Organizing Tournament Committee email and subjected to approval on a case-by-case basis.*

5A. CLASSIFICATION OF COMPETITION (RECOGNIZED EVENTS)

EVENTS	AGE DIVISION	GRADE*
<ul style="list-style-type: none">Recognized Individual	<ul style="list-style-type: none">Cadet (13 & 14 Years Old)	<ul style="list-style-type: none">Poom Belt**
<ul style="list-style-type: none">Recognized Mixed Pair	<ul style="list-style-type: none">Junior (15 to 17 Years Old)	<ul style="list-style-type: none">Black Belt
<ul style="list-style-type: none">Recognized Team of 3	<ul style="list-style-type: none">Under 30 (18 to 30 Years Old)	
<ul style="list-style-type: none">Recognized Team of 3 (Mixed)	<ul style="list-style-type: none">Under 40 (31 to 40 Years Old)Under 50 (41 to 50 Years Old)Over 50 (51 Years Old & above)	

5B. CLASSIFICATION OF COMPETITION (FREE STYLE EVENTS)

EVENTS	AGE DIVISION	GRADE*
<ul style="list-style-type: none">Free Style Individual	<ul style="list-style-type: none">Under 17 (17 Years Old & below)	Poom Belt
<ul style="list-style-type: none">Free Style Pair	<ul style="list-style-type: none">Over 17 (18 Years Old & above)	Black Belt
<ul style="list-style-type: none">Free Style Mixed Team (Team of 5)		

**Based on highest grade obtained on or before 10th July 2024*

***Poom Belt event only for Cadet age division (Age 13 & 14 Years Old)*



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6. COMPETITION ENTRIES

Recognized Event	Age Div Gender	Cadet	Junior	U30	U40	U50	O50
		(13 & 14)	(15-17)	(18-30)	(31-40)	(41-50)	(51 & older)
Individual	Male (M)	No Limit to entries per team					
	Female (F)	No Limit to entries per team					
Mixed Pair	1M & 1F	No Limit to entries per team					
Team of 3**	3 M	No Limit to entries per team					
	3 F	No Limit to entries per team					
	Mixed Gender	No Limit to entries per team					

****Team events: Shall comprise of three (3) participants, each participant is allowed to participate in only one poomsae team event.**

Team participants may be of different grades.

Free Style Event	Age Div Gender	Under 17	Over 17
		(Age 17 and below)	(Age 18 and above)
Individual	Male (M)	No Limit to entries per team	
	Female (F)	No Limit to entries per team	
Mixed Pair	1M & 1F	No Limit to entries per team	
Mixed Team of 5**	2 M & 3 F Or 3 M & 2 F	No Limit to entries per team	



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7. LIST OF POOMSAE TO BE PERFORMED (RECOGNIZED EVENT)

Recognized Event	Age Division	Compulsory Poomsae
Individual	Cadet	Taegeuk 4, 5, 6, 7, 8 Jang, Koryo, Keumgang
	Junior	Taegeuk 4, 5, 6, 7, 8 Jang, Koryo, Keumgang, Taebaek
	U30	Taegeuk 6, 7, 8 Jang, Koryo, Keumgang, Taebaek, Pyongwon, Shipjin
	U40	
	U50	Taegeuk 8 Jang, Koryo, Keumgang, Taebaek, Pyongwon, Shipjin, Jitae, Chonkwon
	O50	
Pair	Cadet	Taegeuk 4, 5, 6, 7, 8 Jang, Koryo, Keumgang
	Junior	Taegeuk 4, 5, 6, 7, 8 Jang, Koryo, Keumgang, Taebaek
	U30	Taegeuk 6, 7, 8 Jang, Koryo, Keumgang, Taebaek, Pyongwon, Shipjin
	O30	Taegeuk 8 Jang, Koryo, Keumgang, Taebaek, Pyongwon, Shipjin, Jitae, Chonkwon
Team of 3	Cadet	Taegeuk 4, 5, 6, 7, 8 Jang, Koryo, Keumgang
	Junior	Taegeuk 4, 5, 6, 7, 8 Jang, Koryo, Keumgang, Taebaek
	U30	Taegeuk 6, 7, 8 Jang, Koryo, Keumgang, Taebaek, Pyongwon, Shipjin
	O30	Taegeuk 8 Jang, Koryo, Keumgang, Taebaek, Pyongwon, Shipjin, Jitae, Chonkwon

**All Recognized Events will have 2 rounds of competition, performing pattern will be balloted on competition day*



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8. FREE STYLE EVENT REQUIREMENTS

Free style Events	Age Division	Free Style
Individual	Under 17	Athletes shall perform Free style Poomsae based on taekwondo techniques with composition of music and choreography. Performed techniques must be within the boundary of Taekwondo movement.
	Over 17	
Pair	Under 17	
	Over 17	
Team of 5	Under 17	
	Over 17	

Note: Music in USB (Music without lyrics) and choreography shall be choice of a contestant, it should NOT contain any political, social, and religious and any contents that may harm, discriminate or offend other.

8. METHOD OF COMPETITION

i. Combination system:

Cut-Off system (Cut to 16 pax) **and/or**

Elimination Tournament System (16 pax and below)

ii. Duration of Contest – Up to 90 seconds

iii. Number of courts: 3 or 4

iv. Competition Flow: The sequence of performance* for competitors shall be

- Recognized Individual
- Recognized Pair
- Recognized Team
- Free Style Individual
- Free Style Pair
- Free Style Team of 5

**Computer generated sequencing for all categories*

v. Number of participant: No limit to number of participants fielded for all events**

***Team events: Each participant is allowed to participate in only one team event.*



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9. REGISTRATION

- i. Registration shall be done by the Team Manager, who can be a coach, or someone designated to take charge of the Team.
- ii. Team Managers **must** use the E-Registration Excel Form to submit registration for the respective event, form can be downloaded from STF website, competition posting.
Teams are advised to access the form with a window OS device via excel application for best compatibility.
- iii. Team Managers are to submit the excel e-registration to tournament.stf@gmail.com and stkdf@mail.com.
- iv. An email response with payment amount and instructions will be sent upon successful receipt of softcopy registration.
- v. Team Managers are to proceed with payment and verification of student's grade once they have received the confirmation email. They **may** choose to **either** physically head down to STF office or complete the registration procedure online via the below steps:
 - v1a. Online Payment: Paynow to STF UEN S74SS0031A with UEN reference number* as '**Team Name – Nat Poomsae**'.
 - v1b. Send proof of successful payment to tournament.stf@gmail.com and stkdf@mail.com (**Screenshot must show UEN reference as per above**)*
**Payment submission with incorrect or lack of reference number may result in incomplete registration.*
 - v2. Online grade verification (Required for all Paynow payment): Teams to send in participants' grading card or Poom/Dan certificate proof
(Filename as participant's name e.g 'Jack Tan – Grading Card').
- vii. The closing date for submission is on 21st July 2024, this includes submission of **e-registration excel form, proof of payment** (Paynow UEN OR softcopy STF receipt), **softcopy grade proof of participants** (for payment via Paynow).
- viii. Submission **will not be processed** if any information submitted is incorrect / incomplete.
- ix. Team Managers are to ensure that individual participant registration forms are available for verification by organiser when required.
- x. The organiser reserves the rights to disqualify the club submission if the team manager fails to make payment or verify participants grades by 21st July 2024.



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xi. Tentative Bout sheet will be released before Team Managers meeting on 28th July 2024, **NO changes** are allowed after team managers meeting.

Step-by-Step e-registration process

1. Submission of e-registration form to tournament.stf@gmail.com and stkdf@mail.com
2. Await email reply with payment amount and instruction
3. Submission of payment proof* and softcopy grading certificates to tournament.stf@gmail.com **and** stkdf@mail.com (By 21st June 2024)

Payment proof can be either STF receipt or Paynow UEN screenshot showing the UEN reference number (Team Name – Nat Poomsae). **Paynow screenshot must be accompanied with softcopy of all participants' grading proof.*

It is the responsibility of the Team Managers to verify and ensure that the submission is accurate, and information of the participants are valid. Wrong submission will result in disqualification of registration.

Registration of participants in a different grade from grading document can result in up to 1-year debarment of team participation from STF organized competitions and relevant parties called up for sanction, such incidents would be regarded as a breach of integrity.

10. EQUIPMENT AND UNIFORM

- i. Only STF approved uniforms should be worn, participants who wears unapproved uniform will not be permitted to compete. The latest STF approved uniform list can be viewed at www.stf.sg under Guidelines.
- ii. Taping (if any) must be inspected and signed by STF on-site medical team before competing.



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11. COACH REQUIREMENTS

- i. Only Poomsae level 2 coaches wearing coach pass will be allowed to enter the Field of Play (FOP) and coach their participants.
- ii. Team Manager and Poomsae level 1 coaches (wearing coach pass) are not allowed to enter the FOP with participants.
- iii. Non-qualified coaches or coaches holding the wrong coach pass entering the FOP will result in immediate disqualification with follow-up disciplinary action taken against the affected coach and team, following the STF Rules and Regulations.
- iv. All coaches must attire in either track pants or business pants, collared shirt, or jackets/windbreakers and 70% white-covered shoes.
- v. Teams must provide sufficient coaches to accompany participants into the FOP when their bouts are called to ensure flow of the competition. Insufficient coaches causing a delay in competition flow may result in disqualification of affected participant.
- vi. Participant entering the FOP without their coach **will result in disqualification of affected participant.**

12. REFEREES & VOLUNTEERS REQUIREMENTS

- i. Volunteer: Each team must provide 1 volunteer per competition day
(minimum 15 years old).
- ii. Referees: Each team must provide 1 referee for every 30 registration or part thereof.
- iii. Each team must provide required number of volunteer and referee(s) throughout all days of competition.

I.e. Team A has registered 60 Individual Poomsae Event and 1 Team Poomsae Event, Team A must provide 1 volunteer and 3 referees for ALL competitions days. Team B has registered 59 individual event and 1 Team Poomsae event, Team B must provided 1 volunteer and 2 referees for ALL competition days. Event Submissions with more than 1 participant (Team/Pair/Siblings/Family) will be regarded as 1 registration.
- iv. Required number of referees **might** reduce dependent on sign-up rates, finalized referees required for each team will be announced during Team Manager briefing. However, teams must prepare sufficient referees based upon point ii and iii.
- v. **Teams that do not fulfil Volunteer OR Referee requirement on any competition day may be barred from STF organized competition for a period of 1 year** *(from debarment date)*



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13. AWARD & CLASSIFICATION OF RESULTS

i. The following prizes will be awarded

1 st Placing:	1 Gold Medal
2 nd Placing:	1 Silver Medal
3 rd & 4 th Placing:	2 Bronze Medal

ii. All medallists must be attired in full uniform during prize presentation.

iii. Default medallist (participants with no opponent) need not perform their pattern and can be awarded the gold medal by reporting to the registration counter on their event day.

14. TEAM MANAGER BRIEFING & DRAWING OF LOT

i. Team Manager Briefing will be held on 28th July 2024 (Sunday), 1500 Hr at NTC Whampoa, 80 Lorong Limau, Singapore 320080. Any changes will be posted on STF website at www.stf.sg.

ii. Drawing of lot will be done via computerized random draw prior to Team Manager's briefing, drawn bout list will be sent to Team Managers a week before Team Manager's briefing.

Organizing Committee reserves the right to separate and re-allocate competing categories dependent on registration numbers.

iii. Team Managers may write in to Organizing Committee at Tournament.stf@gmail.com for competition related matters.

iv. All form of communication from Organizing Committee will be directed only to Team Manager's email **stated in the e-registration form.**

v. Competition bout list will be FINALIZED after Team Manager's briefing and uploaded on STF website, **strictly no request for change** will be entertained after Team Manager's briefing.



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15. ARBITRATION & PROTEST MATTERS

- i. Protest with regards to competition matters and results must be made by registered Team Manager or Coach.
- ii. Any protest made against a judgment shall be made on the arbitration form and submitted together with the fee of \$327.00 (GST inclusive) to the Competition Supervisory Board within 10 minutes of the pertinent contest.
- iii. Arbitration form may be found in Annex B – Forms.

16. DECLARATION & INDEMNITIES

- i. Any previous training in other martial arts must be declared on registration form. (e.g. types of martial art ; level and years of training)
- ii. Team Manager must ensure that parents of participants under 21 years old (**Based on birthdate**) personally endorse the indemnity forms. Team Manager will be held responsible if the forms contain fake signatures.
- iii. Team Manager / Coach(es) to ensure that their participants are prepared and fit for the competition. Team Manager / Coach (es) should withdraw any participant who is not feeling well on the day of the competition.
- iv. Team Manager must declare pre-existing medical conditions on electronic registration form under remarks column and attach document of doctor's clearance letter for medical conditions declared.
- iv. Team Manager must ensure all team members* shall have their own medical insurance coverage, including first aid and personal accident insurance.

*Team members refer to all member that identifies with the Team, including but not limited to Team Manager, Coaches, Participants, Volunteers, Referees and Supporters.



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COMPETITION TIMELINE & IMPORTANT DATES

(Subject to changes)

Date	Time	Detail	Venue
8 th July 2024 (Monday)	-	Competition Registration Opens	Fully online or hybrid Submission* <i>(Requires payment and verification at STF office)</i> *Registration only confirmed upon email confirmation sent. Full registration detail stated in outline.
19 th July 2024 (Friday)	1600 Hr	Competition Registration Closes	
26 th July 2024 (Friday)	-	Tentative Bout List sent to Team Manager	Online (Registered Team Manager's Email)
28 th July 2024 (Sunday)	1500 Hr	Team Manager Briefing	NTC Whampoa
4 th August 2024 (Sunday)	-	Finalized Bout List sent to Team Manager	Online (Registered Team Manager's Email)
10 th August 2024 (Saturday)	0900 Hr to 2100 Hr	Competition Day	Our Tampines Hub



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Annex B – Forms



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CODE OF CONDUCT

The following guidelines are not intended to be exhaustive and include at the absolute minimum the code of conduct herein described. For the full list of acceptable decorum please view STF Rules & Regulation at www.stf.sg.

1. Team Members* must always conduct and behave themselves in a pleasant manner. They should take reasonable care to ensure that the good name of the Federation will not be tarnished by rowdy or bad behavior.
2. The decisions of all judges and referees are deemed final, in the event of a genuine dispute or disagreement, affected member(s) must:
 - a) **Refrain from use of abusive language or aggressive behavior**
 - b) **Gracefully accept the official decision**
 - c) **Lodge an official protest through the Team Manager or Coach if they wish so**
3. Any dispute or protest must be made through the official channel as stated in the Competition Outline (Arbitration & Protest Matter).
4. Any attempts to discredit any competition officials, inclusive but not limited to Technical Delegate, Competition Supervisory Board (CSB) members, judges, referees, or volunteers will be faced with disciplinary actions.
5. No one, including the Team Manager or coaches, is allowed to step beyond the boundary line unless escorted by a competition official.
6. Participant(s) or Team(s) that has a record of ban / debarment are not allowed to participate in competition without first seeking clearance from the Tournament Committee.
7. The Federation and competition organizer reserves the right to vary or add to the above rules when necessary.
8. The Team Manager is responsible for ensuring that all team members adhere to the expected decorum stated within both the Code of Conduct and STF Rules & Regulation (Found in www.stf.sg)

**Team Members stated within Official Outline and Code of Conduct refers to any member that identifies with the Team, including but not limited to Team Manager, Coaches, Participants, Volunteers, Referees and Supporters.*

ARBITRATION AND SANCTION

1. CSB shall make corrections of misjudgments (if any) in accordance with decision(s) made after protest review, disciplinary action will be taken against official(s) who commits any misjudgment or illegal behavior.
2. CSB shall also be entitled Competition Extraordinary Committee of Sanction concurrently for matters in relation to competition management.
3. The Extraordinary Committee of Sanction may summon person concerned for confirmation of events.
4. The STF President or Secretary General (in case of their absence, the Technical Delegate) may request the Extraordinary Committee of Sanction for deliberation when any of the following behaviors are committed by Team Manager, Coach, or other team member(s),
 - a) Interfering with the management of contest or stirring up the spectators for the same purpose.
 - b) Interfering with the operation of the competition conducted by the STF and the Organizing Committee.
 - c) Spreading rumors for the purpose of exerting an unwarranted influence on official judgements.

AGREEMENT

Our team, with team manager as representative, hereby agrees to abide by all above guidelines **AND** the STF Competition Rules & Regulation listed on the STF website.

Team Name

Team Manager Full Name
& Signature

Date



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To: Organising Chairman,
SINGAPORE OPEN POOMSAE CHAMPIONSHIPS 2024

On behalf of _____ ,
(name of affiliate)

I submit the attached entry forms and confirm that the players are all members of the
Club.

Name of Team Manager		
Signature	Official Stamp	
Date		



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FORM D

TEAM OF 3 (FEMALE)

Affiliate			
Team Manager		Contact No.	

Please Circle Age Division Appropriate

Division	Cadet	Junior	U30	U40	U50	O51
Age	13 & 14	15 - 17	18 - 30	31 - 40	41 - 50	51 & older

Please Cross Appropriately 'X' under Belt Level

No.	Name	Belt Level	
		Dan	Poom



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FORM E

TEAM OF 3 (MALE)

Affiliate			
Team Manager		Contact No.	

Please Circle Age Division Appropriate

Division	Cadet	Junior	U30	U40	U50	O51
Age	13 & 14	15 - 17	18 - 30	31 - 40	41 - 50	51 & older

Please Cross Appropriately 'X' under Belt Level

No.	Name	Belt Level	
		Dan	Poom



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FORM F

TEAM OF 3 (MIXED)

Affiliate			
Team Manager		Contact No.	

Please Circle Age Division Appropriate

Division	Cadet	Junior	U30	U40	U50	O51
Age	13 & 14	15 - 17	18 - 30	31 - 40	41 - 50	51 & older

Please Cross Appropriately 'X' under Belt Level

No.	Name	Belt Level	
		Dan	Poom



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FORM J

FREESTYLE TEAM

Affiliate			
Team Manager		Contact No.	

Please Circle Age Division Appropriate

Division	Under 17	Over 17
Age	17 and below	18 and above

Please Cross Appropriately 'X' under Belt Level

No.	Name	Belt Level	
		Dan	Poom
	Reserve:		
	Reserve:		



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FORM K

REGISTRATION FORM
 (to be completed by all participants)

Affiliate	
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Name		Age (as of 31 st Dec 2024)	
Year of Birth		Grade (as of 10th July 2024)	
Contact No.		Gender	
Emergency Contact No.	(Mobile)		(Home)
Pre-existing Medical Conditions			
Name of Coach			(Mobile)

I agree to abide by the rules and regulations of the tournament and will not hold the Singapore Taekwondo Federation responsible for any injury, damage or loss sustained as a result of my participation.

Signature

Date

Parental/Guardian Consent for Participants Below 21 Years of Age

I consent to all the participation of the above-named applicant, who is my *child/ward, in the 17th National Taekwondo Poomsae Championships 2024. I hereby release Singapore Taekwondo Federation and its agents from all liabilities that may arise in connection therein.

Name		Signature / Date	
Relationship		Contact No.	
Witnessed By			
Team Manager		Signature / Date	
Email		Contact No.	



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ENTRIES FOR TEAM

Team Name: _____

Team Manager's Name: _____ **Contact No (HP):** _____

Email Address: _____

Head Coach Name: _____ **Contact No (HP):** _____

Name of Coaches: 1) _____ 6) _____
(Holding Professional Pass) 2) _____ 7) _____
3) _____ 8) _____
4) _____ 9) _____
5) _____ 10) _____

Name of Referees: 1) _____ 4) _____
(One for every 50 2) _____ 5) _____
submissions)* 3) _____ 6) _____

Name of volunteer: 1) _____ 4) _____
(One per day)* 2) _____ 5) _____
3) _____ 6) _____

**Team to provide required number of official per competition day following outline requirement*

Payment Summary

Team Name: _____

Team Manager/Coach: _____
Name & Signature

Total Players: _____

Payment Amount: \$ _____ Date: _____

Payment Mode: Cash / Paynow / Cheque*

Receipt No : _____

*Cheque No: _____



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TAEKWONDO COMPETITION ARBITRATION FORM

EVENT :

For Treasurer's Use
Administrative amount of S\$ 327.00 paid by: Cash / Paynow Official Receipt No. : _____ Protest Lodged On : _____ (Date) _____ (Time)

Protestee's Particulars
Affiliate : _____ Name of Protestee : _____ Position: Coach / Team Manager

Information of Protest Concerned
Bout No. : _____ Court No. : _____ Time: _____ Category* : _____ Name of Player Concerned : _____ Detailed Description of Protest : _____ _____ _____ _____

I declare that : 1. All the information provided in this form is accurate and true to the best of my knowledge. 2. I fully understand that any false or inaccurate data or wilful omission of information will render my protest invalid by the Competition Supervisory Board 3. I fully understand and will authorise the Competition Supervisory Board to obtain further information from me or any parties involved in relation to my protest where necessary. 4. I have read and fully understand the arbitration procedure and will abide by the decision of the Competition Supervisory Board. <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%; text-align: center;"> _____ Signature of Protestee (Name) </div> <div style="width: 45%; text-align: center;"> _____ Date </div> </div>
--

For Competition Supervisory Board Use
Findings : _____
Conclusion : _____
Action : _____
Protestee informed of conclusion / action taken at : _____ (Date & Time)
<div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%; text-align: center;"> _____ Signature of Competition Supervisory Board (Representative) </div> <div style="width: 45%; text-align: center;"> _____ Date </div> </div>

* Please delete, where appropriate