

16th April, 2017
JKA HQ

Confirmation of Process for Dispatching Instructors over Countries

1. Request for Dispatching HQ Instructors

It should be requested by the requesting country. It should not be announced in public such as web-site before getting official approval. Avoid appointing with a name of individual instructor.

In case of the requesting HQ Instructors by branch, the branch must take approval from the concerned country first.

The host country should take all responsibility for the seminar.

2. Request for dispatching Other Instructors from Japan

In case of requesting ex. HQ instructor, Shihankai Committee member, Shihankai member, or current JKA member as instructor, request form should be submitted to HQ and approved. It should not be announced in public such as web-site before getting official approval.

The instructor shall do only instruction at training.

In case of the requesting the above Instructors by branch, the branch must take approval from the concerned country first.

The host country should take all responsibility for the seminar.

3. Request for dispatching instructors from other countries than Japan

In case of requesting dispatch instructors from other countries except Japan, you should submit request letter with purpose and the detail to the country to which the instructor belongs and should get approval from the country.

In case a branch want to request, the branch should get approval from own country first, then apply to the country the instructor belongs to.

The requesting country should immediately inform HQ and get approval.

In this case, the dispatched instructor shall do only instruction at training.

The host country should take all responsibility for the seminar.

The above is based on the JKA/WF Regulations Bylaws/Penal regulations item 5.