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30th SEA Games 2019 Selection Policy
30 Nov – 10 Dec 2019

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(30 Nov – 10 Dec 2019)

Version Control Record

Date	Version	Amendment Summary
6 Dec 2018	1	Original
31 Dec 2018	2	<ul style="list-style-type: none">Updated Schedule of EventsUpdated Selection Criteria to 'Top 1 Athlete' from selected disciplinesRemoval of 'Confidential' classification
30 Jan 2019	3	<ul style="list-style-type: none">Improved Selection Criteria for 30th SEA Games SquadUpdated Schedule of EventsUpdated Composition of Selection Committee
7 Feb 2019	4	<ul style="list-style-type: none">Updated Schedule of EventsUpdated Weightage of CompetitionsUpdated Selection Committee Composition

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Objectives

The objective of this notice is to notify all kickboxers of the criteria for selection into the 30th SEA Games Kickboxing squad and the associated commitment levels expected of the selected athletes.

Schedule of Events in 2019 (To be confirmed)

Date	Description
Date To Be Confirmed	[Competition] Test Event organised by WAKO Asia (to be held in Manila, Philippines)
4 March	Submission of 'Sports Entry by Number'
22 – 24 March	[Competition] Singapore Kickboxing Championships 2019
By 1 st week of June	Kickboxing Federation of Singapore Internal Nomination (after results have been tabulated as of 31 st May 2019)
June	Letter of appointment to 30 th SEA Games Kickboxing Squad (based on selection criteria)
15 June	Submission of 'Long List'
1 to 15 July	Nomination Submission (via SportSG SportSyn platform)
1 Aug	SNOC Selection Committee Meeting / Result release of selected athletes for 30 th SEA Games
2 – 13 Aug	Appeals Submission (via SportSG SportSyn platform)
15 Aug	SNOC Appeals Committee Meeting / Result release of appealed athletes for 30 th SEA Games
19 Aug	Entry by Name Deadline
20 Nov	Official opening of Athletes Village
30 Nov	Opening Ceremony
10 Dec	Closing Ceremony

*Subject to timeline set by SNOC and the SEA Games Organising Committee

** TBC after further confirmation of final number by the SEA Games Organising Committee



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Selection Criteria for 30th SEA Games Squad

- 1) Top 1 athlete¹ across selected disciplines from the period **18th February – 31st May 2019, will be nominated to SNOC to form the 30th SEA Games Squad.**
- 2) An athlete must be a Singaporean Citizen to be eligible.
- 3) Competition Criteria
 - a. Athletes **MUST** compete in these **2 competitions** (called “Mandatory Competitions”) to be selected;
 - i. **Singapore Kickboxing Championships 2019 – 22 to 24 March 2019**
 - This will be used as the **National Selection** for the National Training Squad, based on merit (i.e. Top 1 or 2 in each category)
 - Athletes who have been shortlisted to join the National Team will have to undergo an interview and physical testing to be selected into the National Training Squad
 - ii. **Test Event organised by Asian Kickboxing Confederation (WAKO Asia) – date TBC (to be held in Manila Philippines)**
 - This will be used as the FINAL selection for the SEA Games squad (1 per category – if they meet SNOC criteria of Top 3 in South-East Asia Level)
 - b. **Weightage of Competitions**
Higher weightage (70% weightage) will be given to overseas competition, when determining the Top 1 athlete across selected disciplines for selection.
 - c. **Medical Reasons**
 - c. If an athlete is unable to participate in any of these Mandatory Competitions, he/she must produce a valid Medical Certificate (MC) issued from a local registered doctor, stating the reason why he/she was unable to participate in any of the Mandatory Competitions.
 - d. The Medical Certificate issues must cover majority of the duration which the athlete was unable to participate (i.e. Singapore Kickboxing Championships 2019 is from 22 to 24 March, the MC must cover athlete for a period of at least 2 days).
- 4) An athlete must maintain minimum of 80% attendance from **18th February 2019 onwards** (with up to 2 weeks of buffer period in consideration of the timeline between the 2019 National Training Squad announcement to the signing of the National Training Squad (NTS) agreement), **to be eligible.**
 - a. i.e. a kickboxer must have signed the NTS agreement, and he/she will need to fulfil the minimum attendance based on training requirements



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- b. Similarly, the kickboxer should demonstrate this minimum attendance for whichever program and/or status he/she is in, for example the Youth Development Program, National Games Squad (NGS)
- 5) Each athlete will have to sign and accept the athlete agreement position in the 2018-2019 National Games Squad (NGS) and must maintain good standing in the games squad.
 - 6) All withdrawals must be done in writing within one (1) week of announcement to the High Performance Manager and/or equivalent authority.
 - 7) Once a withdrawal is accepted, no further appeals or changes can be made for the athlete to be reinstated in into the selected team.
 - 8) In the case of ranking and/or standing ties (two athletes fall into the same ranking and/or standing), we will apply subjective criteria, to include but not limited to:
 - i. Future potential of the athlete³
 - ii. Current potential of the athlete⁴
 - iii. Injuries during the qualification period
 - iv. Past results at the current level
 - v. Training hours/attendance
 - vi. Athlete's conduct
 - vii. Ability to demonstrate team spirit and work well with team mates
 - 9) SNOC has the sole and absolute discretion to determine whether an Athlete has met the requirements of selection and whether they should select the maximum number of athletes permitted by the Qualification System, notwithstanding the number of Athletes who may have met the requirements of selection and/or the Qualification System.

Footnotes

¹ Nomination to SNOC will not be made outside of the top 1 ranked kickboxer in Singapore

² SNOC's selection criteria is that athletes be able to produce a top 3 finish at SEA level. KFS suggests that even after the nominations are frozen at the end of May, kickboxers continue competing in order to convince SNOC of their potential to medal at SEA Games level.

³ This is effectively a selection based on athlete development. The athlete may not achieve a high level result at these games but the experience will allow them to develop into a high performance athlete in future years.

⁴ That is to say what is the athletes' potential to produce a high level result at these games with no consideration given to a long term multiple year development plan



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Selection Committee Composition

- Selection Committee Members are;
 - 1) President
 - 2) Secretary
 - 3) Chairman of Competitions – Ring Sports
 - 4) Chairman of Competitions – Tatami Sports
 - 5) Chairman of Technical Committee
- At the start of the meeting, all committee members will declare their conflict of interested, these are to be minuted.
- Committee members each has one (1) vote.
- Any member of the Selection Committee with a vested interest in any of the kickboxers will be prohibited from voting and/or participating in, or otherwise influencing, the selection process.
- An independent member will be invited to sit in as an observer.



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Commitment of Selected Athletes

- All kickboxers in the National Games Squad (NGS) may have to go through physical testing protocols conducted by the National Coach. Testing will be scheduled by the National Coach (*This is not part of the selection by instead intended to identify any areas of physical performance that can be addressed to improve performance*).
- All selected athletes will have to continue to train in the same way as they did to qualify but with two (2) important amendments;
 - They must attend any mandatory training camps or competitions in preparation for the games, specified after the end-May 2019 along with the Letter Of Appointment to the 30th SEA Games Squad.
 - Their training must be visible to the High Performance Committee and/or relevant committee. So each athlete must submit their weekly training hours/report timely, i.e. *within 3 days from the end of every 2 weeks cycle (see KFS Attendance and Training Policy for details and format)*.
- This means that there are several possible training scenarios that will be agreed upon by Kickboxing Federation of Singapore (KFS);
 - Continue training 12 hours per week (or any specific minimum requirement as established by Kickboxing Federation of Singapore for that specific athlete) at the National Training Center (NTC).
Weekly reports, mandatory camps and competitions are required.
 - Continue training 6 hours at NTC (2 mandatory NTC training days) and 6 hours per week at club/school, or any specific combination of minimum requirements as established by Kickboxing Federation of Singapore for that specific athlete.
Weekly reports, mandatory camps and competitions are required.
 - Follow a specific training regime with training hours at the NTC and/or club/school as required under the terms of any KFS/SSI program that the athlete is part of.
- Overseas based kickboxers need to communicate with the High Performance Manager and/or relevant authority at least one (1) month before the training session regarding how they would achieve the minimum required hours (usually 12 but can be determined by KFS to be more) per week of training.
Weekly reports, mandatory camps, and competitions are required.
- For any variation of training commitment, the kickboxer must proactively seek the approval from the High Performance Committee and/or relevant committee through the High Performance Manager and/or relevant authority at least one (1) month before the training session.
- All athletes shall have good financial standing with KFS.
- All selected athletes shall abide by the logistics arrangement set by KFS/SNOC. Any withdrawal without medical reason will be subjected to disciplinary actions.

All rationale for athletes not able to fulfil the obligations must be communicated to the High Performance Manager and/or relevant authority at least one (1) month before the training session. Only excuses due to injuries, major academic exams and/or national service obligations will be considered as valid variation to the training regime.



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Expulsion

- The High Performance Manager and/or relevant authority will discuss with the High Performance Committee and/or relevant committee, and will review all cases of expulsion. If further action is required for any discussion on expulsion, it will be by the above selection committee.
- An appeal can be launched within one (1) week of expulsion using the process mentioned below.
- Athletes who qualify into the 30th SEA Games squad must adhere to the athlete's code of conduct. Failure to adhere to the code of conduct might be grounds for expulsion.
- If it is clear from the weekly training reports submission and/or audit that an athlete is not training and/or following their training plan.
- The following actions will constitute an immediate expulsion from the 30th SEA Games selected squad and/or the final SEA Games squad;
 - Exhibition of violence towards coaches, parents, other athletes and/or other stakeholders.
 - Exhibition of vulgarities towards coaches, parents, other athletes and/or other stakeholders.
 - Any action which is deemed to be disrespectful towards to and harms the national pride of Singapore.



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Appeal

1. Appeal Process

- 1.1. Once the final 30th SEA Games Squad has been announced, athletes are allowed to put forth an appeal in writing to the Secretary and/or relevant authority at kickboxingsingapore@gmail.com within one (1) week after the announcement. An appeal will only be considered based on the following conditions;
 - 1.1.a. There is an error in the calculation of the ranking
 - 1.1.b. There is an error in the results of the selected ranking competition
 - 1.1.c. There is an error as to recording of results of the selected ranking competitions
 - 1.1.d. There is new information and/or results to further justify performance
- 1.2. The appeals tribunal will be ready to operate once selection decisions have been released.
- 1.3. The appeals will not be a re-selection process but rather a process to inquire whether the decision reached by the selectors were properly made and according to the selection process and criteria laid out in this policy.
- 1.4. If the selection process is found by the appeals tribunal to be incorrect, it will be referred back to the selectors for a re-selection.
- 1.5. A bond of **SGD Five Hundred Dollars (SGD \$500)** must be lodged at the time of filing an appeal. Should the appeal be found to be unmeritorious or frivolous, the bond will be forfeited.
- 1.6. Whether athlete A's appeal poses a risk to athlete B of being excluded from the final selection, athlete B will be given an opportunity to be heard at an appeal.
- 1.7. Legal representation will be warranted in cases where legal issues are involved and the athlete's best chance of articulating the appeal depends on it.

2. Appeals Tribunal

- 2.1. The Appeals Tribunal will consist of at least three (3) individuals who are members of KFS and including at least one (1) KFS EXCO member (the EXCO member must not have been a member of the selection committee)



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3. How to File an Appeal

- 3.1. Appeals must be lodged strictly within one (1) week (Monday to Friday only) of the announcement of selection decisions. Any appeals received later than this deadline will not be entertained.
- 3.2. Appeals can be prepared partially or wholly by lawyers and must be lodged through written submissions to Kickboxing Federation of Singapore in the attached form and sent to:
 - 3.2.a. By Mail
The Appeals Tribunal
Kickboxing Federation of Singapore
545 Orchard Road, #16-10
Singapore 238882
 - 3.2.b. Or By Email
The Appeals Tribunal through the Secretary
Attention: <NAME>
Email: kickboxingsingapore@gmail.com
- 3.3. Payment of **SGD Five Hundred Dollars (SGD \$500)** per appeal must be made within 12 hours of submission of the appeal, via cheque to "Kickboxing Federation of Singapore". Failure to receive payment within the stipulated time-line will result in the appeal being null and void.

Note to Parents

We would like to take the opportunity to thank all parents for their immense support of your children. Whilst we maintain our stance of open communication with their parents, the entire team will be focusing intently on preparation for the SEA Games. Should you have any queries or would like to check on the progress of your child, please contact us directly at kickboxingsingapore@gmail.com. Any direct communication with the coaches or selection committee might pose unnecessary stress and distractions to the preparation efforts. We seek your kind understanding on this matter.

INTERPRETATION

The EXCO of Kickboxing Federation of Singapore reserves the right to interpret any terms stated above should any queries or clarification surface. The decision of the EXCO of Kickboxing Federation of Singapore is final.