

AUSTRALIAN KENDO RENMEI

MANUAL OF DOCUMENTS

SECTION FOUR

JODO BOARD

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4.0 INTRODUCTION

General

The role of the Jodo Board is to assist State Renmei to promote and facilitate the study of Jodo in Australia leading to an increase in the number of people practising Jodo and an increase in the standard of Jodo being practised on a National basis.

See the Manual of Documents, section 1.2.4 for structure details that are common to all AKR Boards and 1.2.4.1 for details of election procedures that are also common to all AKR Boards.

4.1 STRUCTURE AND ADMINISTRATION

4.1.1 ROLES AND RESPONSIBILITIES

The Jodo Board has the following roles and responsibilities:

- Conduct and co-ordinate annual Jodo Championships including a Dan Grading examination.
- Publish Jodo Grading Regulations.
- Publish Competition Regulations.
- Conduct a minimum of one National Seminar each year for the purpose of improving some aspect of Jodo practise in Australia.
- Improve the level of Shinpan skills in Australia.
- Establish Shinpan Accreditation Scheme.
- Improve the level of Jodo Instruction in Australia. Administer and develop an *internal* Coaching Accreditation Scheme.
- Encourage the appreciation of Kendo and Iaido by Jodo Students - and vice versa.
- Distribute any published material or information, which will contribute to the overall goal.
- Document activities and report to the AKR National Executive, Council and Jodo students on them.
- Promote fellowship among Jodo students for the mutual benefit of all.
- Develop International Goodwill Competitions and encourage overseas participation at Australian National Jodo Seminars.
- Select and organise an Australian Team to compete in International Goodwill Competitions.
- Cultivate the development of the Australian National Jodo Squad ensuring participation of all members at Club, State and National competition and training squad activities.
- Select and monitor performance of the National Team Coach, Assistant Coach and Manager ensuring they have sufficient time in the job and accessibility to squad members to conduct

their duties sufficiently to achieve their goals and objectives in conjunction with State Renmei representatives.

- In the event of the introduction of a World Championship the Jodo Board will develop procedures and organise the Australian Jodo Team to compete at the World Jodo Championships.

4.1.2 FINANCIAL CONTROLS

The Jodo Board does not directly hold finances. It should present a budget for the forthcoming three years of activities to the AKR National Council in the first year of election for approval of the Delegates.

Such activities should include:

- National Championships - visiting Sensei expenses, programs, etc.
- Coaching Seminars - Instructors attendance fares.
- Shinpan Seminars - Instructors attendance fares.
- Seniors Seminars - Instructors attendance fares.
- Coaching/Training team visits - Instructors attendance fares.
- Grading Examiner Support Teams - Examiners attendance fares.
- Administrative costs for Jodo Board activities.
- Postage accounts for mailing newsletters and other Jodo Board related documents to State representatives and Board members.
- Provision of documentation for conducting seminars and/or developing coaching manuals.

4.1.3 COMMUNICATIONS SYSTEMS

The use of telephone, E-mail and on-line systems are encouraged to expedite the information flow between Board Members and the Jodo membership. The Chairman represents the Jodo Board on the National Council and communicates directly with the Executive Committee. Copies of all Jodo Board matters should be forwarded to the Secretary of the Jodo Board for collation of correspondence. The Chairman may select another Board Member as the Board Representative at the National Council meetings.

4.2 DEVELOPMENT PLANS

Jodo Board will develop an action plan each year to be adopted at the start of the financial year. The action plan needs to align with the AKR strategic plan and should outline planned activities and priorities for the year. The action plan will inform the development of the Jodo Board annual budget and will have reportable targets.

4.3 GRADING SYSTEM

4.3.1 TECHNICAL RULES FOR JODO GRADINGS

- The Australian Kendo Renmei's (AKR) standard Rules for Grading are based on the Standard Rules for Dan/Kyu Examinations of the International Kendo Federation after approval by the JB plus such additional rules as determined by the JB and approved through the National Council for the AKR.
- The applicant for a grading shall be a financial member of the AKR and his or her state body and club.
- The applicant who wishes to attempt a grading shall have the endorsement of his/her instructor or club President. This endorsement should be based on the applicant's attendance record as well as the skills displayed, and must also take into account the period that has elapsed since the applicant's last grading.
- An applicant transferring from another country or having achieved a grade outside of the AKR must submit copies of the Grading Certification to the Jodo Board for ratification. The Jodo Board should then forward their recommendations to the AKR National Executive for acceptance or rejection. The AKR National Secretary is to then register the outcome and reply to the applicant with the results.
- The applicant must have paid the grading application fee and registration fee prior to attempting the grading, unless otherwise directed. The grading application fee will be retained by the State responsible for conducting that particular grading and the registration fee forwarded with the results to the National Executive. In the case of an unsuccessful candidate the registration fee only will be refunded in full.
- The applicant who has passed the grading will be registered by the AKR.

- Results of the grading examinations, together with the registration fees collected shall be forwarded to the Secretary, AKR, so that the appropriate registers can be updated. The AKR shall then forward the results of the grading to the Australian Jodo Board.
- The grading application fee and registration fee shall be set by the AKR National Council.

National Examinations

- National Dan Grade examinations will be held in conjunction with the Australian Kendo Renmei National Jodo Championships. The Jodo Board are responsible for the organisation of the grading, allocation of the examiners based on the seniority of examiners available to participate and the allocation of a Dojo Steward briefed on his duties.
- The AKR Executive Committee will manage dan exam applications, confirm membership status, time in their present grade has been met and that all examination fees are collected before the grading commences. Prior to the exam, the Executive Committee will provide a list of applicants for examination to the Jodo Board, at a suitable time prior to the exam and as agreed between the Board Chairperson and AKR Secretary. The Executive Committee will collect the application and registration fees and issue Dan Grade Certificates.

Attendance at International Examinations - prerequisites.

Members may undergo International examinations providing they have received approval in writing from the AKR Executive and present a copy of their previous Grading Record. The AKR Executive are to inform the International Examining body of their approval for the member to participate providing all membership fees and credentials are in order before commencing the grading. The AKR Executive only confirms the criteria for grading is met and does not make a judgement on the applicants ability to pass the *exam*.

4.3.2 KYU GRADING REQUIREMENTS AND PROCEDURES

- Kyu Gradings are to be held in accordance with the AKR Standard Rules for Grading. Applicant.

This includes provisions for the following:

- Minimum required time periods between gradings, including between the commencement of AKR membership and member's first grading.
- Examiners qualification, size of examination panel and consent criteria.
- Kyu grades used shall be from Yonkyu (lowest) to Ikkyu (highest).
- Applicants for Grades Yonkyu to Ikkyu shall be examined on the basic movements, by using Sotai dosa and/ or Kata, and shall perform up to three pre-selected kata combining Reiho etiquette from both Uchidachi and Shidachi positions.
- A written test is not required.

- An applicant may be promoted more one kyu grade at a time to a maximum of two grades, up to ikkyu e.g. Yonkyu to Nikyu However, to obtain Shodan, the applicant must have held Ikkyu for at least 3 months. Jumping grades should not be encouraged unless exceptional standards are achieved.
- The Kyu grading technical requirements listed in 4.3.4 Technical requirements for grading are listed to provide continuity between states of the minimum standards required at each level.
- The kata selection for all Kyu Grade examinations is determined to show that the student has adequately progressed through all stages of their training at the level being examined and shows improvement on previous techniques.

4.3.3 DAN GRADING GENERAL REQUIREMENTS

- Refer to common rules between all arts listed in the AKR Standard Grading Rules.

4.3.3.1 Dan Grade time requirements

- Refer to the AKR Standard Grading Rules.
- Techniques for gradings, up to Godan, are defined as per 4.3.4 Technical requirements for grading.
- A written examination is required for all dan grades up to Godan.
- Examinations for Jodo Godan may include questions on Shinpan duties

4.3.4 TECHNICAL REQUIREMENTS FOR GRADING

- Reiho and partner changing (shi-uchi kotae) will be assessed.
- For Sotai Dosa and Seitei Kata, both Jo and Tachi (sword) sides will be assessed.
- The method of partner selection and partner changing is at the discretion of the head examiner.
- If candidates are allowed on their own choice of partner, pairs will be recorded during registration.
- If a motodachi (i.e. a person not being examined) is to participate they must commence as the Tachi side.

4.3.4.1 Kyu grade techniques

LEVEL TO BE EXAMINED	SOTAI DOSA	SEITEI KATA
4 Kyu	Sotai Dosa 1,2,3,4	
3 Kyu	Sotai Dosa 5,6,7,8	1
2 Kyu	Sotai Dosa - 9,10,11,12	1 & 2
1 Kyu		1, 2, 3-

4.3.4.2 Dan grade techniques

LEVEL TO BE EXAMINED	SEITEI KATA
1 Dan	1 2, 3, 4, 5
2 Dan	2,3, 4, 5, 6, -
3 Dan	5, 6, 7, 8, 9
4 Dan	7, 8, 9, 10, 11
5 Dan	8, 9, 10, 11, 12

4.3.5 Dan Written Examination Questions

The senior panel member for Jodo dan grading at state level or in the case of a national Jodo dan grading the Jodo Board are responsible for the selection and publication of Dan Grade Examination Questions.

These questions should be relevant to the Dan level of the candidates and be relevant to their studies of Zen Ken Ren Jodo.

The questions below are by way of an example of possible questions that could be ask however the selection of question is not limited to those below.

- a. State the purpose of learning Jodo
- b. State what you know about the founder of Jodo techniques
- c. Give a brief summary of 2 only of the following terms:
 - Metsuke
 - Ma-ai
 - Zanshin
 - Reiho
 - Reigi
- d. Discuss conformity of the mind (kokoro) and will power (kiryoku)
- e. State the details about posture and movement of the feet in Jodo techniques
- f. Explain the matter of respiratory control (kokyu)
- g. List key procedures and warning advice necessary to the safe practise of Jodo

4.3.6 GUIDELINES ON CONDUCTING A GRADING EXAMINATION

The method used to conduct an efficient Grading Examination is detailed below as a Guideline. Its implementation will depend on the depth of knowledge and availability of support personnel of suitable levels. It is recommended that the State Renmei adopt this process as closely as possible and use it as part of the development process for senior Kyu and Dan Grade members.

Grading Notification and Relevant Administrative Processes

1. Set the following dates:
 - a. Grading notification date and Registration closing date;
2. Determine Panel members available as local resource
3. Review local candidates and levels
4. Based on 3 and 2 above determined if there is a requirement to seek support for additional panel members.
5. Advise State and National Secretary of dates and level to which grading can take place.
6. State Secretary to notify State, Territory Associations and National secretary of grading examinations dates and levels available.
7. Each State or Territory to process members application and forward to Host Renmei by closing date. Standard AKR grading application form to be used
8. Confirm a receipt of examination applications to each State or Territory secretary.
9. Host State delegate to prepare a list of candidates after the registration closing date.
10. Prepare a list of questions to be submitted to senior panel member for approval.
11. Advertise List of Grading Questions on website or distribute to candidates via dojo leaders and or direct email.

Selection of Grading Panel Members

1. Host State to select Panel members in accordance with AKR Standard Rules for Grading
2. Advise Panel make-up based on available resources and number and level requirement of candidates
3. Members of an FIK affiliate (e.g. All Japan Kendo Federation) may be appointed, following the requirements of AKR Policy 1.5.9.1.

Event Management

1. Prepare a timetable.
2. Allocate administration resources in collaboration with the Administrator. Ensure that the Administrator and his/her team members understand their roles and tasks.
3. Hold a briefing session for grading panels in the briefing room information to be covered in these briefings would typically include some or all of the following points:

- a. A typical completed grading assessment form
- b. Panel members are to understand that assessment forms must be completed. In the case of incomplete forms, the grading results returns officer will return the form to the grading panel member concerned and seek clarification.
- c. The grading assessment expectation.
- d. Duties for Dojo Stewart

Grading Process

1. Select Grading Registrar
2. Ensure Candidates are prepared with name badges removed and grading zekken attached
3. Collection all Grading questions from candidates for submission to panel members prior to kata demonstration.
4. Collection panel votes and confirm correctness and record
5. On completion of grading announce results.
6. Advise AKR of certificates required.

4.4 AUSTRALIAN CHAMPIONSHIPS

4.4.1. ORGANISATION AND DIVISION OF RESPONSIBILITIES

The Australian Jodo Board is responsible for the overall running of the Australian Jodo Championships. The State Renmei hosting the event is responsible to the JB for providing support in conducting a successful championship and seminar, if required. The host State Renmei are responsible to ensure the event remains within their budget controls.

4.4.2 A GUIDE TO ORGANISATION DELEGATIONS

The following details the major responsibilities of each body but is not limited to these requirements as each championship may vary:

Australian Jodo Board

- Arrange championship events as appropriate to the number and qualifications of members and the time available.
- The Secretary JB is responsible with timely informing all State Renmei Delegates or Jodo Representatives of data required by them to ensure maximum participation of members is obtained.
- Provision of Score Sheets
- Allocation of players into pools, including seeding of members where required.

- Allocation of Shinpan during championships
- Maintain a record of results in a data base for future seeding
- Conduct the overall direction of the National Championships
- Provide a timetable covering all Jodo competitions, seminars and meetings
- Liaise with Kendo & Iaido Board when holding joint National championships, gradings or seminars
- Co-ordinate Examiners for the Grading panels at National Gradings.

State Jodo Renmei hosting the Event

- Whenever possible the State Renmei should ensure adequate funding is provided to ensure the championship and seminar is self funded and not rely on AKR funding support.
- Arrange publicity coverage with costs included in budget.
- Provide suitable facilities with a minimum of two shiaiyo areas in accordance with the dimensions laid down in the current Rule Book allowing for a safety zone around each area (subject to the numbers of participants and Shinpan available).
- Provide any gifts required for Official guests on behalf of the AKR/AIB
- Mark out all shiaiyo areas prior to the championship start.
- Provide a registry table with suitable facilities and equipment to inspect Jodo equipment and collate results.
- Provide score boards, judges tables, chairs, medical kits, flags, whistles/gongs, stop watches.
- Provide suitable volunteers to fill all requirements in running a smooth competition (i.e. timekeepers, recorders, register, dojo stewards, etc)
- Arrange suitable toilet and shower facilities
- Arrange provision of food and beverages
- Inform visitors and players of suitable accommodation and transport in the area of the championships with sufficient lead time to make bookings
- Provide seminar facilities
- Provide meeting rooms and materials for the JB and any AKR Executive Council or AGM meeting requirements.
- Provide a budget to cover all costs
- Assist in sponsoring FIK/AJKF senior Sensei during their visit (if any) in liaison with JB.

Australian Kendo Renmei National Executive Committee

- Co-ordinate event with JB and State Renmei as necessary
- Organise or arrange approval of suitable senior Sensei through FIK and AJKF to assist in Shinpan, Seminars and Grading Examinations as recommended by JB

- Provide dan grading certificates for presentation to successful Dan Grade examinees.
- Provide and fund medals and trophies for the championships
- Determine budget allocation for senior Sensei visitors if required
- Ensure the timely flow of information to the JB and State Renmei to enable early planning of each years events
- Assist Jodo Board with conducting Gradings by co-ordinating all applications, administration duties, checking appropriate financial membership details and collection of fees associated with conducting the grading.
- AKR Treasurer to provide a full list of Financial members to the JB Chairman as at 31st December by end of first week in January

4.4.3 COMPETITION RULES

All State and National Competitions should be conducted in accordance with Rules for Shinpan of Jodo competitions as determined by the International Kendo Federation (FIK). The Jodo Board will determine any additional rules required for the National Jodo Championships to ensure a fair and equitable competition is achieved.

4.4.3.1 Zekken (Name tags)

The wearing of correct Zekken is an important part of correct uniform together with correct hakama and gi.

From 2010 the regulation zekken is:
Dimensions: 15cms high by 10cms wide

Colour: Black background with white letters to be used on Black or Navy Blue Gi The reverse is required for wearing on white Gi.

Text: The dojo/state or Australia to be across the top of the zekken - this can be any of the above depending on the requirements of the competition. In the FIK regulations this is listed as 'Team' so at the National Championships this is the state.

The family name should be in the middle, if in Japanese in either Kanji/Katakana written vertically in the centre of the badge with the family name in English horizontally across the base. The Family name must appear in English either at the base or vertically in the centre.

There should be no logo or mon on the zekken.

4.4.4 COMPETITION EVENTS

The JB will plan for the following category of events at each Jodo Championship

4.4.4.1 Individuals (First and Second place trophies in each category only)

The following categories have been implemented to enable a better balance of opportunity to compete for all members.

Ikkyu (1st Kyu) and below: kata 1, 2 & 3 only

Shodan (1st Dan) & Nidan (2nd Dan): kata 1, 2, 3, 4 and 5 only

Sandan (3rd Dan) & Yondan kata, 5, 6, 7, 8 and 9

5 Dan Individual kata, 8, 9, 10, 11, 12

4.4.4.2 Jodo Pairs

Kyu Grade Pairs

Kata 1, 2 Shi Uchi Kota 3, 4

Dan Grade Pairs

Kata 3, 5, 6 Shi Uchi Kota 7, 8, 10

4.4.3.3 Teams: (International Goodwill Shield)

- In the spirit of this event competitors will be made up of at least 1 member from each country.
- No proof is necessary, purely an honour system applies in the spirit of good will.
- Pairs will be formed by drawing names from the pool of names this will make up the team.
- A team may comprise of a mixture of countries e.g. Japan and Australia
- The Focus of this event is interaction of members and the forming of relationships.

If there is an odd number, then select a wildcard participant from any remaining multiple country entries

4.5 COACHING

4.5.1 (UNDER DEVELOPMENT)

4.5.2 JODO SPECIFIC COACHING QUALIFICATIONS (UNDER DEVELOPMENT)

4.5.3 JODO STUDY GUIDE (UNDER DEVELOPMENT)

It is important to consider the proper progress of students throughout their study of Jodo. The following points are forwarded to assist Club Instructors in considering their expected outcomes of students at various levels and are based on other senior Instructors personal experiences but should not be limited to these points only. They are purely an interim guideline for students studying and teaching Jodo:

4.5.3.1 Beginners training towards obtaining Yonkyu:

Teach Sotai Dosa progressively, Teach Sotai from Uchidachi and Shidachi positions progressively. (Tandoku Dosa can be taught in conjunction with Sotai Dosa, however with the exception of yonkyu grading Tankdoku Dosa will no longer be included as part of the grading requirements.

4.5.3.2 Training towards obtaining Sankyu to Ikkyu:

Teach Sotai from Uchidachi and Shidachi positions progressively, the development of good Sotai will enhance the application of kata.

4.6 GUIDELINES FOR OPERATING A CLUB WITHIN AKR

Guidelines are being developed by the Jodo Board for the running of Jodo Clubs within the jurisdiction of the AKR. This is to safeguard the members and State and National Renmei of its obligations to members.

For general requirements see MOD Section 1 – 1.14 Recommendations for Authority to conduct a recognised AKR dojo.

4.7 RISK MANAGEMENT (UNDER DEVELOPMENT)

A process of Risk Assessment will be conducted by the Jodo Board as a baseline suggestion for all Clubs and Renmei within the AKR as a general guideline. Risk Management is a requirement that will assist in the reduction of Insurance premiums over time and is currently being supported by state government agencies.

DOCUMENT CONTROL

16 Jul 2023	4.3.4.1 amended