

World Shorinji Kempo Organization

# **Bylaws**

**Bylaws Regarding the General Rules as Stipulated in  
Chapter I of the Statutes of the World Shorinji Kempo Organization**

**Chapter I General Rules**

**Article 1 (Purport)**

These Bylaws shall provide for requirements for the General Rules as stipulated in Chapter I of the Statutes of the World Shorinji Kempo Organization (hereinafter referred to as the “Statutes” and the “Organization”) pursuant to Article 54 of the Statutes.

**Chapter II Visual Identity**

**Article 2 (Symbol Mark and Logo)**

- 2.1 Regular Group Members of the Organization, which are engaged in activities by complying with the Statutes and Bylaws, or otherwise the guidance given by the Organization, shall put up the symbol mark and logo of the Organization in their dojos as a mark to distinguish its members from non-members in being engaged in activities.
- 2.2 No individual member shall be allowed to be engaged in activities to use the symbol mark and logo of the Organization, to recruit members or to teach Shorinji Kempo without obtaining the permission of the head of the group member, of which the individual is a member.
- 2.3 The symbol mark and logo shall be used in compliance with the guidelines described in the currently effective “Shorinji Kempo Value-Level-Up Guidebook.”

**Article 3 (Dogi)**

- 3.1 All individual members of the Organization, who practice Shorinji Kempo, shall wear a certified “dogi” uniform manufactured under license from SHORINJI KEMPO UNITY, except cases where individual members cannot wear the dogi for health reasons or any other reasonable causes, which their Branch Master acknowledges.
- 3.2 Detailed regulations on how to wear the dogi shall be in compliance with the “Regulations on Clothing of the World Shorinji Kempo Organization.”

**Article 4 (Hoi)**

- 4.1 Individual members of the Organization may wear the “hoi” as a means to improve the visibility of distinguishing its wearers from the rest of members.
- 4.2 Detailed regulations on how to wear the hoi shall be in compliance with the “Regulations on Clothing of the World Shorinji Kempo Organization.”

**Article 5 (Obligation for Protection)**

In the event of coming across unauthorized or fraudulent use of any and all visual identities of the Organization, which may undermine social trust of the Organization, whether such cases may take place inside or outside their federations or branches, individual members shall bear the obligation to report such cases to their immediate supervisors.

**Chapter III Activities**

### **Article 6 (Definition of the Taikai)**

6.1 The “Taikai” is the generic term of meetings to present results of individual members’ practices, including the Embu demonstrations.

6.2 The Taikai shall be held as an activity to achieve the purpose of the Organization, for the specific objectives:

- (1) To improve the technical skills of individual ordinary members of the Organization (“members”);
- (2) To provide a place for further deepening mutual understanding and establishing greater trust among members; and
- (3) To increase understanding and cooperation among external stakeholders of the Organization.

6.3 Detailed information shall be referred to the “Guidelines for Executing the Taikai.”

### **Article 7 (The World Taikai)**

The World Taikai shall be held in compliance with the “World Taikai Rule Book.”

### **Article 8 (Procedures for Holding a Taikai)**

8.1 If a Taikai is attended by Members from two countries or more, the person responsible for the Taikai shall obtain approval from the President of the Organization by submitting an application for approval of holding the Taikai no later than six (6) months before the intended day of holding the Taikai.

8.2 Only a Regular Group Member may be authorized to host a Taikai event which Members from two or more countries will attend.

8.3 If the Taikai’s content is deemed as potentially deviating from the way Shorinji Kempo should be, the President and Board of Directors of the Organization shall give guidance necessary to rectify its content or even may disapprove the holding of the event.

### **Article 9 (Definition of Training Seminars, Study Sessions and Training Camps)**

Training seminars, study sessions and training camps shall be defined as follows:

- (1) “Training seminars” shall be held by Organization or a Regular Group Member authorized by the Organization to do so, to improve the quality of individual ordinary members and to provide training for Branch Masters and Coaches to master tasks, in which individual ordinary members aspiring to become Branch Masters or Coaches shall be obligated to participate.
- (2) “Study Sessions” shall be held by the Organization or a Regular Group Member to promote deeper understanding of the teachings and techniques of Shorinji Kempo by individual ordinary members.

### **Article 10 (Training Seminars and Study Sessions to Be Hosted by the Organization)**

10.1 The essential matters of a training seminar or study session to be hosted by the Organization shall be discussed by the Board of Directors of the Organization and be determined by the President of the Organization.

10.2 The Secretary-General of the Organization may authorize the group member and its head based in the area where the training seminar or study session is to be held, to provide services necessary for holding the event.

10.3 In principle, the event plan shall be listed on the annual event calendar to be disclosed to members of Organization.

10.4 A notice on the bulletin of the training seminar or study session shall be issued to the heads of group members to which individual members belong, who are eligible to attend the event, no later than three (3) months before the day of the event.

### **Article 11 (Training Seminars and Study Sessions to Be Hosted by Regular Group Members)**

- 11.1 The essential matters of a training seminar or study session to be hosted by a Regular Group Member shall be determined by the head of the Regular Group Member.
- 11.2 Instructors who will actually teach participants in the study session shall be required to be approved by the President of the Organization in advance.
- 11.3 The study session shall be executed in compliance with the “Guidelines for Executing a Study Session”

### **Article 12 (Holding a Training Camp)**

- 12.1 If planning to hold a training camp to be attended by Members from two countries or more, the person responsible for the training camp shall obtain approval from the President of the Organization by submitting an application for approval of holding the training camp.
- 12.2 If the training camp’s content is deemed as potentially deviating from the way Shorinji Kempo should be, the President and Board of Directors of the Organization shall give guidance necessary to rectify its content or even may disapprove the holding of the event.
- 12.3 The training camp shall be executed in compliance with the “Guidelines for Executing a Training Camp.

### **Article 13 (Other Activities)**

Any activities not stipulated in these Bylaws shall be required to be determined by the Board of Directors of the Organization.

### **Article 14 (Eligibility of Participants in Activities)**

Those who fall under any of the following items shall not be allowed to participate in any activities held by the Organization, including any event hosted by group members:

- (1) Those who have no membership to the Organization or whose membership has been suspended;
- (2) Those against whom certain actions have been taken under Chapter XI of the Statutes stipulating disciplinary measures; or
- (3) Those who are not qualified to participate in such activities.

### **Article 15 (Risk Management of Activities)**

- 15.1 All the responsibilities for the risk management of any activity shall be taken by its host.
- 15.2 The host may be asked to submit a report to the Organization upon the completion of the event. If the Organization finds necessary, the host shall submit the report within fourteen (14) days upon receipt of such request.

## **Chapter IV Requests for Dispatching the Key Staff**

### **Article 16 (Request for the Key Staff Dispatch Service)**

- 16.1 In hosting an activity, a group member of the Organization may request the Organization to dispatch officials, instructors and/or referees, if being deemed necessary to execute the activity.
- 16.2 The request for dispatching shall be in principle made no later than six (6) months before the day of the execution of the event.

### **Article 17 (Determination of the Staff Dispatched)**

Upon receipt of the request described in the article above, the President of the Organization shall determine who should be dispatched to the event by taking their eligibility and qualification into comprehensive consideration.

#### **Article 18 (Payment of Dispatch Service Costs)**

The party requesting the dispatch service, as described in Article 16, shall pay the costs for the service. The scope of cost items shall be stated below and the cost amounts shall be calculated under the Regulations Regarding Travel Expenses for Business Trips of the World Shorinji Kempo Organization:

- (1) Allowance: An allowance supplementing expenses incurred by the dispatched staff to make preparations for a business trip ordered.
- (2) Transportation expenses: Expenses incurred by the staff to travel between their homes and the travel destination by using transportation means.
- (3) Expenses during the stay: Expenses incurred by the staff to stay at hotels during the business trip.
- (4) Meal expenses: Meal expenses incurred by the staff during the business trip
- (5) Daily allowance: An allowance for acknowledgement of the staff's services and supplementary to miscellaneous expenses incurred per day during the business trip.
- (6) Insurance premium: A premium for travel accident insurance to protect the staff during the business trip

18.2 If certain circumstances prevent the host group member of the event from paying the all the costs for the dispatch service, the Organization and the host shall discuss to determine the scope of cost items to be paid by the host; in this case, the host shall be required to, in advance, submit the budget for revenues and expenditures for the event and, upon completion of the event, submit the account settlement report, to the Organization.

18.3 This article shall also apply to costs for inviting guests to an event to celebrate an important milestone achieved.

#### **Article 19 (Interpreter Service)**

The host shall arrange for hiring an interpreter(s), if necessary for carrying out the event with the dispatched staff, providing that all the costs for said arrangement shall be paid by the host.

Supplementary provision: These Bylaws shall take effect from April 1, 2014.

**Bylaws Regarding as Officers as Stipulated in  
Chapter II of the Statutes of the World Shorinji Kempo Organization**

**Chapter I General Rules**

**Article 1 (Purport)**

These Bylaws shall provide for requirements for the Officers as stipulated in Chapter II of the Statutes of the World Shorinji Kempo Organization (hereinafter referred to as the “Statutes” and the “Organization”) pursuant to Article 54 of the Statutes.

**Article 2 (Definition)**

The officers of the Organization shall be a general term for the Directors, Secretary-General, councilors and auditors.

**Article 3 (Office Regulations)**

The officers of the Organization shall contribute to achieving or carrying out the philosophy, vision and policy of the Organization.

**Article 4 (Office Regulations)**

The officers of the Organization shall not only perform their duties as officers but also actively participate in and contribute to activities of Regular Group Members they belong to.

**Article 5 (Office Regulations)**

In the event that certain circumstances prevent an officer of the Organization from assuming his/her office any longer, the officer shall be required to forthwith report such effect to the President of the Organization to take proper measures.

**Article 6 (Eligibility)**

Each officer shall be elected from the eligible who meet all the requirements stated below:

- (1) Being capable of taking actions and making judgments based on expert insight and experience at high levels suitable for an officer to popularize Shorinji Kempo and manage the Organization;
- (2) Being an active member of the Organization and having completed the obligations as defined by the Organization;
- (3) Being a member of a Regular Group Member of the Organization and recommended by the Regular Group Member, providing that the Regular Group Member has completed the obligations as defined by the Organization;
- (4) Being recommended by two or more incumbent Directors;
- (5) Having received special training for the protection of the intellectual property of Shorinji Kempo;
- (6) Having attended ten or more study sessions, training seminars, training camps and other events hosted by the Hombu of the Organization; and
- (7) Having served as a Branch Master or an Instructor authorized by the Regular Group Member he/she belongs to, for ten years or more in the right way, or having been an active member of the Organization for 15 years or more on a continuous basis.

### **Article 7 (Recommendation)**

7.1 A recommendation involving an officer election shall be based on the objective evaluation of a person to be recommended, and the Organization shall accept no recommendation apparently or potentially based on the subjective view or personal interest or any other indecent motives involved.

7.2 Any recommendation shall be made from the following perspectives:

- (1) Humanity;
- (2) Insight, judgment and execution abilities; and
- (3) Loyalty and contribution to the Organization.

### **Article 8 (Announcement)**

The Organization shall issue notices to announce the appointment and/or retirement of the officers.

### **Article 9 (Consultation)**

In consultation among officers, their intentions expressed in writing, including e-mail, shall be deemed as valid.

## **Chapter II Directors**

### **Article 10 (Method of Election)**

Members of the Board of Directors shall be elected within the following number limits. If there is no eligible for a position, said position shall remain vacant:

- (1) Appointment by the President of the Organization: Up to four persons, with one to be appointed from each of the following country and regions:
  - a Asian and Oceanian regions
  - b North and South American regions
  - c European and African regions
  - d Japan
- (2) Nomination by Councilors: Up to three persons; the top three persons attracting the largest numbers of votes from Councilors shall be appointed as Directors by the President of the Organization, providing that the appointment shall be made by taking ratios of the appointees representing the country and regions into comprehensive consideration.

10.2 All the work involving elections shall be managed by the Secretariat of the Organization under the leadership of the Secretary-General.

10.3 The process to elect a new Director to replace an incumbent Director may get started as early as one year before the scheduled expiration date of the incumbent Director's term of office.

10.4 The appointment of the new Director shall be made no later than two (2) months before the scheduled expiration date of the incumbent Director's term of office.

## **Chapter III Councilors**

### **Article 11 (Method of Election)**

Councilors shall be elected within the following number limits. If there is no eligible for a position, said position shall remain vacant:

- (1) Appointment by the President of the Organization: Up to three persons.

(2) Nomination by the Board of Directors: Up to four persons; each nominee shall be appointed as Councilors by the President of the Organization.

- a Asian and Oceanian regions
- b North and South American regions
- c European and African regions
- e Japan

(3) Nomination by the General Meeting: Up to three persons; the top three nominees attracting the largest numbers of votes at the General Meeting shall be appointed as Councilors by the President of the Organization, providing that the appointment shall be made by taking ratios of the appointees representing the country and regions into comprehensive consideration.

11.2 All the work involving elections shall be managed by the Secretariat of the Organization under the leadership of the Secretary-General.

11.3 The process to elect a new Councilor to replace an incumbent Councilor may get started as early as one year before the scheduled expiration date of the incumbent Councilor's term of office.

11.4 The appointment of the new Director shall be made no later than two (2) months before the scheduled expiration date of the incumbent Councilor's term of office.

## **Chapter IV Remuneration and Necessary Expenses of Officers**

### **Article 12 (Remuneration)**

The officers of the Organization shall have no remuneration.

### **Article 13 (Payment of Necessary Expenses)**

In the event that officers of the Organization make an official business trip to attend a meeting or for other reasons, travel expenses, daily allowance, lodging expenses and other expenses shall be paid in accordance with regulations separately set forth.

## **Chapter VI Dismissal**

### **Article 14 (Petition for Dismissal)**

14.1 In the event that doubts are raised about speech and action of an officer of the Organization in light of the Statutes and these Bylaws, other incumbent officers or heads of group members of the Organization may file a petition to dismiss the officer.

14.2 A petition shall be in writing and submitted to the President of the Organization.

### **Article 15 (Investigation)**

Upon receipt of a petition for dismissal, the President of the Organization may order the staff to conduct an investigation to confirm the truth.

### **Article 16 (Dismissal)**

The President of the Organization may dismiss an officer of the Organization from his/her position upon listening to the opinions of the members of the Board of Directors and Councilors.

Supplementary provision: These Bylaws shall take effect from April 1, 2014.



# **Bylaws Regarding the Members as Stipulated in Chapter III of the Statutes of the World Shorinji Kempo Organization**

## **Chapter I General Rules**

### **Article 1 (Purport)**

These Bylaws shall provide for requirements for the Members as stipulated in Chapter III of the Statutes of the World Shorinji Kempo Organization (hereinafter referred to as the “Statutes” and the “Organization”) pursuant to Article 54 of the Statutes.

## **Chapter II Regular Group Members**

### **Article 2 (Requirements for Establishment)**

2.1 The requirements for establishing a regular group member shall be as follows:

- (1) There are four (4) or more participating branches;
- (2) In principle, all the Branch Masters show their consent of the establishment; provided that even if the consent of all the Branch Masters cannot be obtained, the application for the establishment may be submitted by reporting reasons for being unable to obtain consent from all the Branch Masters after obtaining no less than three-fourths of the consent of the total number of the Branch Masters involved; and
- (3) The group applicant has its rules that comply with the Statutes, Bylaws, other rules and regulations, and a variety of instructions issued by the Organization.

2.2 In the process of establishing a regular group member, the Branch Masters based in the country, where the regular group member is to be based, shall determine their representative who shall submit the following documents to the Secretary-General of the Organization. Said representative is to assume the position of the President of the Federation when established once its regular group membership is certified:

- (1) Application for approval of the establishment of a federation;
- (2) List of officers;
- (3) Letters of acceptance of the appointment as officers;
- (4) Resumes of individual members who are supposed to assume the positions of officers;
- (5) Agreement on the establishment of a federation signed by all the Branch Masters involved;
- (6) Proposed statutes of a federation to establish;
- (7) Documents certifying the permit of a long-term stay issued by the host country, where the federation is to be established, issued to the representative responsible for the establishment of the federation, if he/she is of foreign nationality; and
- (8) Other documents requested by the Organization to submit.

2.3 The documents submitted shall be carefully examined by the Secretary-General before being submitted to the Board of Directors of the Organization.

2.4 Upon establishment of the federation representing the country, all the branches, or associate group members based in the country shall join the federation.

2.5 Upon establishment of the federation, and if any of the provisions of its statutes, or the requirements described in Paragraph 1 of this article is unmet, or any change occurs from the way it was, the regular group member shall forthwith report such effect to the Organization, which shall take necessary actions to manage such issues.

### **Article 3 (Name)**

A regular group member shall be named as “Shorinji Kempo (the name of the country) Federation” (hereinafter referred to as “the Federation”).

#### **Article 4 (Purpose)**

A regular group member shall be a unified organization of branches in a country and its purpose shall be to promote harmonious relations, friendships, mutual aid and a sense of solidarity among the members of the Federation, ensure the smooth operation of each participating branch, and promote activities intended to popularize and develop Shorinji Kempo in each country, thereby contributing toward achieving world peace.

#### **Article 5 (Operation)**

5.1 A regular group member, or a federation, shall be operated through cooperation of participating branches under the rules of the federation.

5.2 A regular group member shall be responsible for managing affairs within the federation and within the country where the federation is based.

5.3 If a regular group member plans to be engaged in any of international Shorinji Kempo demonstration, public relations, promotion or other activities beyond its home country, the member shall be required to report the reasons for executing such an international activity to the Organization for approval in advance.

#### **Article 6 (Obligations)**

6.1 A regular group member shall be required to perform the following obligations:

- (1) To comply with the Statutes, Bylaws and other rules and regulations and a variety of instructions issued by the Organization;
- (2) To pay annual regular group member fee and other charges designated by the Organization;
- (3) To take the initial action against any activities that may prevent the Organization’s activities in the country in which the regular group member is based or may infringe any of the rights owned by the Organization, and to cooperate with the Organization in taking subsequent measures against such activities;
- (4) To promote activities and services authorized by the Organization to do;
- (5) To support the movement to constantly improve the value, trust and honor of Shorinji Kempo; and
- (6) To conduct audits of accounting records and to report the settlement of accounts for every term to associate group members belonging to the federation.

6.2 The Secretary-General may provide warnings and/or guidance for a regular group member if there is any problem with its performance of the obligations described in the paragraph above, provided that if no improvement is made in its performance, the Secretary-General may issue an order to suspend all or a part of the rights and/or services granted or delegated to the regular group member.

#### **Article 7 (Rights)**

A regular group member has the following rights:

- (1) To execute services authorized by the Organization to provide;
- (2) To plan and promote activities necessary for popularizing and developing Shorinji Kempo in the country in which the regular group member is based;
- (3) To participate in a variety of events hosted or approved by the Organization;
- (4) To use facilities and teaching materials related to Shorinji Kempo;

- (5) To request the Organization to dispatch instructors and other staff;
- (6) To elect one Representative who shall attend the General Meeting of the Organization;
- (7) To give guidance, warnings and punishment (excluding expulsion) to associate group members and individual members within the country in which the regular group member is based;
- (8) To collect membership fees from individual members, which are necessary to operate the regular group member.

#### **Article 8 (Authorization)**

8.1 The Organization shall authorize a regular group member to provide the following services;

- (1) To host “Branch Master Qualification Certification Seminars” in the country where the regular group member is based;
- (2) To approve the establishment of an associate group member, or a branch within the country; the requirements for the establishment and approval shall be in compliance with the relevant regulations established by the Organization. And upon its approval of the branch, the regular group member shall be required to forthwith report the name of the Branch Master, contact information of the branch and branch officers to the Secretary-General of the Organization; and
- (3) To collect membership fees and other charges payable to the Organization from individual members within the country.

#### **Article 9 (Registration and Membership Certification)**

9.1 Upon approval of the establishment of a federation by the Board of Directors, which shall be followed by the approval of President of the Organization, the Organization shall officially register said federation as a regular group member on the day of approval:

9.2 Said federation shall be qualified for being a regular group member, effective on the day of approval.

9.3 The Organization shall issue a certificate of approval dated the day of approval.

9.4 The effective period of registration of a regular group member shall be two years from April 1 of the initial year to March 31 of the second year and shall be automatically extended for successive periods of two years.

#### **Article 10 (Representatives)**

10.1 The representative of a regular group member shall, in principle, be the Federation President, provided, however, that a different person may be named as the Federation President due to certain circumstances of the country, subject to reporting of such effect to and approval by the President of the Organization.

10.2 A change in the representative of a regular group member shall be subject to reporting to and approval of the President of the Organization.

#### **Article 11 (Organizational Structure)**

11.1 In addition to naming the Federation President, a regular group member shall be required to appoint the following officers, and changes in officers shall be forthwith reported to the President of the Organization.

(1) Vice President(s): One or two officers assisting the Federation President; and

(2) Finance Officer(s): One or two officers responsible for financial management at the federation.

11.2 A regular group member may appoint honorary officers for the purpose of recognizing their contributions to the federation and install working positions for the purpose of providing assistance for handling affairs

involving the federation.

11.3 A regular group member may establish committees necessary for providing assistance for handling affairs involving the federation, provided that the Organization may order the regular group member to establish a certain committee as such needs may arise.

#### **Article 12 (Administrative Registration)**

12.1 If a regular group member needs to register with the government's administrative organizations in its home country, it shall submit the following documents to the Organization for approval, no later than six (6) months before the scheduled day of registration:

- (1) Application for registration;
- (2) A copy of the form designated by the government of the country to submit at the time of administrative registration;
- (3) Documents (meeting minutes) certifying the resolutions taken at the federation;
- (4) A list of documents to submit necessary for registration and a copy thereof;
- (5) A list of laws and regulations affecting the overall operating and financial management of the federation after registration and a copy thereof; and
- (6) Other documents the Organization may request for submission.

12.2 If any defect is found in the documents submitted, or if there is something wrong with registration, the Organization may order the regular group member to withhold registration to take necessary actions.

### **Chapter III Associate Group Members**

#### **Article 3 (Requirements for Establishment)**

13.1 The following requirements shall be met in order to establish an associate group member:

- (1) As a general rule, a representative for the establishment of an associate group member, shall be 20 years of age or older and in the 3rd Dan or above in the Shorinji Kempo rank, provided that the representative shall also assume the position of Branch Master of a new branch once it is established.
- (2) A representative for the establishment of a branch shall attend one of the following Branch Master Qualification Certification Seminars and pass the examination, provided that in the event that an incumbent Branch Master plans to establish another branch, the Branch Master shall be exempt from performing this obligation:
  - a. If the country where a representative is going to establish a branch has a regular group member, he/she may attend a Branch Master Qualification Certification Seminar hosted by the federation;
  - b. If the country where a representative is going to establish a branch has no regular group member, he/she may attend a Branch Master Qualification Certification Seminar hosted by the Organization; or
  - c. If the country where a representative is going to establish a branch has a regular group member, and upon approval of the representative of the regular group member, he/she may attend a Branch Master Qualification Certification Seminar hosted by the Organization, provided that the results of his/her seminar achievement shall be finally evaluated by the regular group member.
- (3) If the host country, where a representative for establishing a branch, has a regular group member, the representative shall obtain the written consent of the neighboring associate group members and relevant organizations which are designated by the regular group member from time to time, and if the host country has no regular group member, then designated, by the Organization.

- 13.2 If the host country has no regular group member, a representative for establishing a branch shall be required to submit the following documents to the President of the Organization for approval before starting preparations necessary for establishing the branch, and if the host country has a regular group member, the representative shall be required to obtain approval from the regular group member before starting preparations necessary for establishing the branch:
- (1) Application for approval of preparations for branch establishment;
  - (2) Motives of and decision on branch establishment;
  - (3) Resume of the representative for establishment of a branch;
  - (4) Consent on new branch establishment by each neighboring associate group members
  - (5) Documents certifying the permit of a long-term stay issued by the host country, where the branch is to be established, issued to the representative responsible for the establishment of the branch, if he/she is of foreign nationality
  - (6) Other documents the Organization may request for submission.
- 13.3 “Preparations necessary for establishing the branch,” as described in the paragraph above, shall mean:
- (1) Use the branch name to recruit individual members;
  - (2) Use the branch name to rent a place for activities; and
  - (3) Teach Shorinji Kempo to individual members.
  - (4) Collect expenses for operating the branch from its individual members upon their consent.
- 13.4 After the one-year probation period, if the host country, where a branch is established, has no regular group member, the representative responsible for establishing the branch shall be required to submit the following documents to the President of the Organization for approval before being officially registered as an associate group member, and if the host country has a regular group member, said representative shall be required to obtain approval from the regular group member before being officially registered as an associate group member:
- (1) Application for approval for branch establishment; and
  - (2) Operating report.
- 13.5 A representative for the establishment of a branch shall find a Dojo suitable for practice of Shorinji Kempo in advance and shall make certain that the Dojo is available.
- 13.6 A newly established branch shall consist of ten (10) or more individual ordinary members including the representative for the establishment.
- 13.7 A branch established in a corporation, school, etc. shall obtain prior approval for Shorinji Kempo activities from related organizations.
- 13.8 Upon establishment of a branch, if any of the provisions of its Statutes or of the requirements described in the paragraphs above is unmet, or any change occurs from the way the branch was at the time of its establishment, the associate group member shall forthwith report such effect to the Organization, which shall take necessary actions to manage such issues.
- 13.9 If an associate group member is established in a country to promote Shorinji Kempo for the first time, the representative who establishes the associate group member shall be required to file an application with the Organization in advance. Upon receipt of the application, the Organization shall comprehensively consider the future viability and other potentials of the applicant’s country, in view of the Organization’s business policy and a variety of plans before making a decision to approve the establishment of the associate group member or not.

#### **Article 14 (Name)**

14.1 An associate group member shall be named as “Shorinji Kempo (a place name or direction, etc.) Branch.”

14.2 The branch name to register shall be given in such a manner that the name makes it easy for local residents to recall where the place of activities is located.

#### **Article 15 (Branch Master Qualification Certification Seminar)**

A Branch Master Qualification Certification Seminar shall be executed in compliance with the “Guidance for the Execution of a Branch Master Qualification Certification Seminar.”

#### **Article 16 (Purpose)**

An associate group member shall be a branch in a country and its purpose shall be to promote harmonious relations, friendships, mutual aid and a sense of solidarity among members, ensure the smooth operation of the branch, and promote activities intended to promote and develop Shorinji Kempo.

#### **Article 17 (Operation)**

17.1 An associate group member shall be operated with cooperation of its individual members by complying with the rules and regulations and other various instructions provided by its governing organizations and the laws and ethics of the country where it is based.

17.2 If an associate group member plans to be engaged in any of international Shorinji Kempo demonstration, public relations, promotion or other activities beyond its home country, the member shall be required to report the reasons for executing such an international activity to the Organization for approval in advance.

#### **Article 18 (Obligations)**

18.1 An associate group member shall be required to perform the following obligations:

- (1) To comply with the Statutes, Bylaws and other rules and regulations and a variety of instructions issued by the Organization
- (2) To comply with the rules and regulations and various instructions provided by a regular group member if it belongs to said regular group member.
- (3) To pay annual regular group member fee of WSKO and other charges designated by the Organization;
- (4) To take the initial action against any activities that may prevent the Organization’s activities in the country in which the associate group member is based or may infringe any of the rights owned by the Organization, and to cooperate with the Organization in taking subsequent measures against such activities;
- (5) To support the movement to constantly improve the value, trust and honor of Shorinji Kempo; and

#### **Article 19 (Rights)**

An associate group member has the following rights:

- (1) To execute services authorized by the Organization to provide
- (2) To plan and promote activities necessary for popularizing and developing Shorinji Kempo in the country in

which the regular group member is based

- (3) To participate in a variety of events hosted or approved by the Organization
- (4) To use facilities and teaching materials related to Shorinji Kempo
- (5) To request the Organization to dispatch instructors and other staff

#### **Article 20 (Authorization)**

The Organization shall authorize an associate group member to collect membership fees and other charges payable by individual members of the branch.

#### **Article 21 (Registration and Membership Certification)**

- 21.1 Upon approval of President of the Organization, the Organization shall officially register said federation as an associate group member on the day of approval:
- 21.2 Said federation shall be qualified for being an associate group member, effective on the day of approval.
- 21.3 The Organization shall issue a certificate of approval dated the day of approval.
- 21.4 The effective period of registration of an associate group member shall be two years from April 1 of the initial year to March 31 of the second year and shall be automatically extended for successive periods of two years.
- 21.5 An associate group member, if it belongs to a regular group member, shall be required to complete procedures for branch registration and extension of the term of such registration and other obligations, as established by said regular group member, in addition to compliance with the paragraphs above.
- 21.6 Branch activities may be carried out only at the location described in the certificate of approval of the branch establishment or at a changed location about which procedures for changing the location have been completed.
- 21.7 A Branch Master may concurrently manage up to three (3) branches as the positions of Branch Master and/or coach together.

#### **Article 22 (Representatives)**

- 22.1 The representative of an associate group member to report to the Organization shall be the Branch Master of the branch established by said associate group member.
- 22.2 A Branch Master shall be responsible for communicating with the Organization for administrative processing.

#### **Article 23 (Structure of Officials)**

An associate group member may appoint honorary officials for the purpose of recognizing their contributions to the branch and install working positions for the purpose of providing assistance for processing work involving the branch.

#### **Article 24 (Administrative Registration)**

- 24.1 If an associate group member needs to register with the government's administrative organizations in its home country, it shall submit the following documents to the Organization for approval, no later than six (6) months before the scheduled day of registration:
  - (1) Application for registration
  - (2) Consent of a regular group member if an associate group member belongs to it
  - (3) A list of documents to submit necessary for registration and a copy thereof
  - (4) A list of laws and regulations affecting the overall operating and financial management of the federation

after registration and a copy thereof

(5) Other documents the Organization may request for submission.

24.2 If any defect is found in the documents submitted, or if there is something wrong with registration, the Organization may order the regular group member to withhold registration to take necessary actions.

#### **Article 25 (Coach)**

25.1 If under unavoidable certain circumstances, a person in lower than the 3rd Dan in the Shorinji Kempo rank is forced to be appointed as a representative to establish a branch, or a substitute Branch Master or Branch Master for replacement, one of the following persons shall be entrusted the position of coach:

(1) An active Branch Master

(2) An active member in the 3rd Dan or above in the Shorinji Kempo rank, who has attended a Branch Master Qualification Certification Seminar within the past two years and has passed an examination to qualifying as a Branch Master.

25.2 A representative for the establishment of a branch who may be authorized to appoint his/her coach must be aged 20 or older and committed to practicing Shorinji Kempo on a continuous basis and receive appropriate instructions to acquire the 3rd Dan grade as soon as possible.

25.3 A coach shall provide advice and instructions for the Branch Master to support, as such need may arise, and assist the Branch Master in managing the branch.

25.4 A coach may serve as a Branch Master and/or a coach of other branches concurrently within three (3) different branches.

#### **Article 26 (Suspension of Operations of a Branch)**

26.1 In the event that operations of a branch are suspended for three (3) months or more due to unavoidable circumstances, the Branch Master shall be required to take procedures to report the suspension of operations of a branch to the Organization.

26.2 In the event that the suspension of activities exceeds the earlier submitted period of suspension, as described in the paragraph above, the branch maser shall follow the procedures to report the extension of the term of suspension.

26.3 The suspension period for a branch shall not exceed maximum three (3) years including the extension period.

26.4 In the event of resuming the operations of a branch once suspended, the Branch Master shall take procedures for obtaining a permit for resuming the operations of the branch.

26.5 The branch shall not be required to take procedures for the registration renewal set forth in Article 21.4 during its suspension period, provided that the registration renewal fee and other expenses which had already been paid shall not be reimbursed to the branch.

26.6 In the event that the suspension period of the branch exceeds three (3) years set forth in Item 3 of this Article, or the Secretary-General deems it impossible for the branch to resume its operations, he/she may recommend the branch to take procedures to dissolve the branch during a certain time period.

26.7 In the event that the said branch in the preceding Item fails to take proper remedial measures during the said time period, it shall be deemed to have been dissolved as of the date of expiration of the said time period.

#### **Chapter IV Ordinary Members**



### **Article 27 (Admission of Individual Ordinary Members)**

An individual who desires to join the Organization as an ordinary member shall meet the following requirements:

- (1) Submit an applicant's membership application signed by himself/ herself
- (2) Obtain the recommendation of the Branch Master of the branch the applicant desires to join;
- (3) Obtain the approval of the regular group member if the applicant's home country has a regular group member;
- (4) Pay an admission fee designated by the Organization: and
- (5) Obtain the approval of the Organization to join it.

### **Article 28 (Registration and Membership Certification)**

28.1 The Organization shall officially register said member as an ordinary member on the day of approval:

28.2 Said member shall be qualified for being an ordinary member, effective on the day of approval.

28.3 The Organization shall issue a membership card dated the day of approval.

28.4 An ordinary member shall take procedures to change the information earlier registered in his/her membership application, if he/she subsequently has any information to change.

### **Article 29 (Reissue of Membership Cards)**

29.1 Since a membership card certifies an official registration with the Organization, each ordinary member shall not lend it to others and shall retain it carefully.

29.2 In the event that the entry items of the membership card are changed or the card has been damaged or lost, etc., the ordinary member shall take procedures for applying for reissue of the membership card upon clarifying the reasons through the Branch Master to the regular group member if the country has a regular group member, or to the Organization if the country has no regular group member.

### **Article 30 (Transfer)**

An ordinary member may be transferred to another branch after obtaining prior approval from the Branch Master who receives such transferee.

### **Article 31 (Practices in another Branch)**

An ordinary member may join practice at another branch upon obtaining the prior approval of the Branch Masters of his/her own branch and the other branch.

### **Article 32 (Obligations)**

An ordinary member shall be required to perform the following obligations:

- (1) To comply with the Statutes, Bylaws and other rules and regulations and a variety of instructions issued by the Organization
- (2) To pay annual regular group member fee of WSKO and other charges designated by the Organization;
- (3) To comply with various instructions issued by the regular group member or associate group member to which he/she belongs.
- (4) To support the movement to constantly improve the value, trust and honor of Shorinji Kempo

### **Article 33 (Rights)**

An ordinary member has the following rights:

- (1) To practice Shorinji Kempo under the guidance of the regular group member or associate group member to which he/she belongs
- (2) To participate in a variety of events hosted or approved by the Organization
- (3) To use facilities and teaching materials related to Shorinji Kempo

Supplementary provision: These Bylaws shall take effect from April 1, 2014.

## **Bylaws Regarding the Education System as Stipulated in Chapter IV of the Statutes of the World Shorinji Kempo Organization**

### **Chapter I General Rules**

#### **Article 1 (Purport)**

These Bylaws shall provide for the education system as stipulated in Chapter 4 of the Statutes of the World Shorinji Kempo Organization (hereinafter referred to as the “Statutes” and “Organization”) pursuant to Article 54 of the Statutes.

#### **Article 2 (Definition)**

“Leaders” described in these Bylaws shall refer to instructors, Branch Masters and coaches who are authorized by the Organization or a regular group member to be responsible for providing education and human development of individual ordinary members.

### **Chapter II Education**

#### **Article 3 (Method of Education)**

3.1 Leaders shall be familiar with the curriculum and teaching materials provided by the Organization and develop individual ordinary members by complying with such materials.

3.2 Leaders may not alter any part of the curricula provided by the Organization on their own, nor give instructions in such a manner as deviating from the way Shorinji Kempo should be.

#### **Article 4 (Obligations of Leaders)**

A leader shall be required to bear the following obligations in mind in pursuit of practice at the Organization:

- (1) To make efforts to comprehensively communicate the cultural system unique to Shorinji Kempo, including the ways of greeting, attitude and speaking to others;
- (2) To make efforts to provide well-organized instructions and management based on the spirits of respect and mercy;
- (3) To get a site well ready for practice so that individual ordinary members can feel safe to concentrate on practicing Shorinji Kempo;
- (4) To provide instructions by being impartial to the practice system unique to Shorinji Kempo;
- (5) To keep accurate track of course attendance and proficiency levels of individual ordinary members so that the leader can forthwith report the status of their progress to the regular group member to which the branch belongs or the Organization upon request;
- (6) To provide instructions for individual ordinary members in compliance with the Statutes, Bylaws and other rules and regulations, and various instructions issued by the Organization, with the laws and regulations of the country a leader is based, and with social standards and ethics in general; and
- (7) Make continuous efforts to train himself/herself to improve his/her capability of leadership and instruction.

### **Chapter III World Shorinji Kempo Organization Instructor**

#### **Article 5 (Name)**

The Organization shall install the position of training instructor directly reporting to the Organization, who shall be named as a “World Shorinji Kempo Organization instructor (abbreviated name of “WSKO instructor”) under

Article 27 of the Statutes.

#### **Article 6 (Duties)**

WSKO instructors shall perform the following duties, as instructed by the Organization:

- (1) Provide individual ordinary members with technical and philosophical lessons at training seminars, study sessions and training camps ;
- (2) Provide advice, warnings and guidance with respect to operations of group members; and
- (3) Other matters instructed by the Organization.

#### **Article 7 (Eligibility)**

WSKO instructors shall be elected from the eligible meeting all of the following requirements:

- (1) Have accurate knowledge about Shorinji Kempo and its organizational operations and hold exemplary activity records;
- (2) Active members of the Organization and have completed the obligations to perform, as designated by the Organization;
- (3) Belong to a regular group member of the Organization and obtain recommendation from said regular group member, which has completed the obligations to perform, as designated by the Organization;
- (4) Have completed special training about the protection of intellectual property involving Shorinji Kempo;
- (5) Have attended eight or more training seminars, study sessions, training camps and other related events held at Headquarters of the Organization; and
- (6) Have served as Branch Master or instructor authorized by a regular group member in an appropriate manner for five (5) years or more, or have been an active member of the Organization for the past fifteen (15) years or more.

#### **Article 8 (Method of Election)**

WSKO instructors shall be elected from the eligible as described in Article 7 above through a resolution adopted at the Board of Directors Meeting before being appointed by the President of the Organization, provided that some instructors may be specially appointed by the President of the Organization.

#### **Article 7 (Term of Office)**

7.1 The term of office of a WSKO instructor shall be four (4) years from the day of appointment to the day before the corresponding day of the fourth year and he/she may be reelected, provided that a person who fills vacancy in the office of WSKO instructor shall serve for the remaining term of the office of his/her predecessor.

7.2 A WSKO instructor, even after the term of his/her office expires, shall continue to perform his/her duties until his/her successor officially takes office.

### **Chapter IV Grading examinations**

#### **Article 8 (Grading examinations)**

8.1 Grading examinations shall be the collective term of examinations for Dan grading to see whether or not to promote an individual member to a higher Dan grade in the Shorinji Kempo system, and examinations for Kyu grading to see whether or not to promote an individual member to a higher Kyu grade in the Shorinji Kempo system.

8.2 Examinations for the 4th Dan or above shall be named as special grading examinations.

### **Article 9 (Qualifications for Taking a Grading Examination)**

9.1 An individual member may take a grading examination after successfully completing a certain curriculum provided by the Organization and meeting a certain set of requirements established by the Organization.

9.2 Need to obtain the confirmation of his/her practice results and the approval for taking an examination from his/her Branch Master or coach;

9.3 Need to obtain the approval of the regular group member to which he/she belongs;

9.4 Requires the recommendation from the WSKO Qualification Supervising Committee to take a special grading examination;

9.5 An individual who falls into one of the following items may not take a grading examination:

- (1) An individual who fails to meet the requirements, applicable to him/her, as described in Paragraphs 1 to 4 above;
- (2) An individual who is not an ordinary member of the Organization or whose membership is suspended;
- (3) An individual who belongs to a group member which is yet to fully perform the obligations designated by the Organization;
- (4) An individual who is yet to fully perform the obligations designated by the Organization; or
- (5) Apart from Items (1) to (4) above, he/she whom the Organization recognizes as being inappropriate may not take a grading examination.

### **Article 10 (Host)**

10.1 As a general rule, grading examinations shall be hosted by SHORINJI KEMPO UNITY.

10.2 If a grading examination is to be held in a remote place, SHORINJI KEMPO UNITY shall authorize the local leader responsible for said grading examination to host said grading examination by complying with the guidelines established by SHORINJI KEMPO UNITY.

### **Article 11 (Qualifications and Registration)**

11.1 Qualifications of Shorinji Kempo shall be granted to individual members by the Shorinji Kempo Shike.

11.2 As for Kyu-holding kenshi members, their grades shall be registered, effective from the dates issued by their Kyu Certificates, and as for Dan-holding kenshi members, their grades shall be registered, effective from the dates issued by their Dan Certificates.

Supplementary provision: These Bylaws shall take effect from April 1, 2014.

## **Bylaws Regarding the Board of Directors as Stipulated in Chapter V of the Statutes of the World Shorinji Kempo Organization**

### **Chapter I General Rules**

#### **Article 1 (Purport)**

These Bylaws shall provide for the requirements for the Board of Directors as stipulated in Chapter V of the Statutes of the World Shorinji Kempo Organization (hereinafter referred to as “the Statutes”) pursuant to Article 54 of the Statutes.

### **Chapter II Holding of the Board of Directors Meetings and Resolution**

#### **Article 2 (Holding)**

- 2.1 The Board of Directors Meetings shall consist of the Regular Meetings of the Board of Directors and the Extraordinary Meetings of the Board of Directors.
- 2.2 The extraordinary meeting of the Board of Directors shall be held when so required by the President.
- 2.3 In the event that directors deem that there are matters to be resolved at the Board of Directors Meeting, they may request the President of the Organization to hold the extraordinary meeting of the Board of Directors by submitting to the President a document stating reasons for holding it.
- 2.4 Details on the time, date and place for convocation shall be determined by the Board Chairperson.

#### **Article 3 (Notice of Convocation)**

- 3.1 A Notice of Convocation involving the preceding Article shall be given to the directors not later than three (3) months before the date of the Regular Meeting of the Board of Directors.
- 3.2. In the event that each director deems that there are matters that should be brought before the Board of Directors Meeting for resolution, he/she may propose agenda items for the Board of Directors Meeting by giving a six (6) weeks’ prior written notice to the Secretary-General.
- 3.3. In the event that agenda items for the Board of Directors Meeting are proposed as set forth in the preceding Item, the Secretary-General. shall determine the agenda items for the Board of Directors Meeting and notify directors of the agenda items and their contents and the time, date and place of the Board of Directors Meeting not later than three (3) weeks before the Board of Directors Meeting.
- 3.4 In case of emergency, the President of the Organization may convene an extraordinary Board of Directors Meeting by shortening the time required for notifying convocation, as described in Paragraph 3 above.

#### **Article 4 (Quorum)**

- 4.1 No resolution shall be adopted at the Board of Directors Meeting unless more than one half of the incumbent directors are present.
- 4.2 A director who cannot attend the Board of Directors for unavoidable reasons may submit his/her vote in writing regarding matters notified beforehand or may entrust his/her vote to another director. Directors in question shall be deemed to have attended the Board of Directors Meeting.

#### **Article 5 (Preparation of the Minutes)**

- 5.1 The minutes of the Board of Directors Meeting, which records the outline of proceedings and resolutions of the Board of Directors Meeting, shall be prepared in addition to implement recording by audio-visual

equipment.

5.2 The minutes of the Board of Directors Meeting shall be signed by two (2) or more persons designated by the Secretary-General from among attendees of the Board of Directors Meeting in addition to the chairperson of the meeting.

Supplementary provision: These Bylaws shall take effect from April 1, 2014.

## **Bylaws Regarding the General Meeting as Stipulated in Chapter VI of the Statutes of the World Shorinji Kempo Organization**

### **Chapter I General Rules**

#### **Article 1 (Purport)**

These Bylaws shall provide for the requirements for the General Meeting as stipulated in Chapter VI of the Statutes of the World Shorinji Kempo Organization (hereinafter referred to as “the Statutes”) pursuant to Article 54 of the Statutes.

### **Chapter II Holding of the General Meetings and Resolution**

#### **Article 2 (Holding)**

- 2.1 General Meetings shall be consist of Regular General Meetings and Extraordinary General Meetings.
- 2.2 The Extraordinary General Meeting shall be held when so required by the President.
- 2.3 In the event that directors or representatives deem that there are matters to be resolved at the General Meeting, they may request the President of the Organization to hold the Extraordinary General Meeting by submitting to the President a document stating reasons for holding it.
- 2.4 Details on the time, date and place for convocation shall be determined by the President.

#### **Article 3 (Notice of Convocation)**

- 3.1 A Notice of Convocation involving the preceding Article shall be given to the representatives not later than three (3) months before the date of the Regular General Meeting.
- 3.2 A Representative may submit subjects about which to express opinions at a General Meeting by summarizing opinions of individual members of the country he/she represents into a written notice, which will be sent to the Secretariat no later than four (4) months before the date of said General Meeting.
- 3.3 Upon receipt of such notices described in Paragraph 1 above, the Secretary-General shall determine subjects to discuss at the General Meeting, upon consent of the Board of Directors, to notify the Representatives of the items on the agenda and their content, and date and time and place of said General Meeting no later than two (2) months before the scheduled date of said General Meeting.
- 3.4 In case of emergency, the President of the Organization may convene an Extraordinary General Meeting by shortening the time required for notifying convocation, as described in Paragraph 3 above.

#### **Article 4 (Quorum)**

- 4.1 No resolution shall be adopted at the General Meeting unless more than one half of the incumbent representatives are present.
- 4.2 A Representative, if he/she will not be able to attend a General Meeting due to unavoidable circumstances. may express opinions at said General Meeting, about the items on the agenda as described in Article 3 above by summarizing opinions of individual members of the country he/she represents about the items on the agenda earlier notified, into a written notice, which will be submitted to the Board of Directors no later than ten (10) days before the date of said General Meeting; in this case, said representative shall be regarded as attending said General Meeting.



#### Article 5 (Preparation of the Minutes)

5.1 The minutes of the General Meeting, which records the outline of proceedings and resolutions of the General Meeting, shall be prepared in addition to implement recording by audio-visual equipment.

5.2 The minutes of the General Meeting shall be signed by two (2) or more persons designated by the Secretary-General from among attendees of the General Meeting in addition to the chairperson of the meeting.

#### Article 6 (Chairperson)

General Meetings shall be chaired by the Secretary-General of the Organization, provided that the Secretary-General may select and appoint an appropriate member of those who attend a General Meeting to chair the General Meeting, if such arrangement is deemed as necessary.

### Chapter III Election of Representatives

#### Article 7 (Eligibility)

A Representative shall meet all of the following requirements:

- (1) An individual who is a member of the Organization;
- (2) An individual who has completed the obligations designated by the Organization; and
- (3) An individual who is authorized by an active Branch Master or a regular group member to assume the office of Representative.

#### Article 8 (Notification of the Election of Representatives)

8.1 The Secretary-General shall give notification of the election of representatives as follows:

- (1) If the country has a regular group member, notification shall be sent to the President of the federation.
- (2) If a country has no regular group member, notification shall be sent to each Branch Master of the country.

8.2 The notification of the election of representatives as set forth in the preceding Item shall be given six (6) months before the expiration of the term of office of the incumbent representatives.

#### Article 9 (Method of Election)

9.1 Upon receipt of such notice as described in Article 8 above, a regular group member shall elect one representative in accordance with its own established rules.

9.2 If receivers of such notice described in Paragraph 1 above are not regular group members, election shall be made in a country by using such a method that an individual winning two-thirds of the total votes of Branch Masters based in the same country shall be elected to the representative of the country. "Branch Masters" herein shall only refer to incumbent Branch Masters who have completed the required procedures with the Organization, not including either coaches or substitute Branch Masters.

9.3 If it is extremely difficult to elect a representative in a country, the Secretary-General of the Organization shall provide guidance for such election in the country or take appropriate actions.

9.4 The result of such election shall be reported to the Organization by using a designated form.

#### Article 10 (Appointment)

Representatives shall be appointed as such after being elected in each country by the President of the Organization.

### **Article 11 (Term of Office)**

11.1 The term of the office of representatives shall be four (4) years from the day of appointment to the day before the corresponding day of the fourth year and he/she may be reelected, provided that a person who fills vacancy in the office of representative shall serve for the remaining term of the office of his/her predecessor.

11.2 A representative, even after the term of his/her office expires, shall continue to perform his/her duties until the successor officially takes office.

11.3 In the event that a representative deems it impossible to perform his/her duties due to certain circumstances, he/she shall forthwith report such effect to the President of the Organization to help take proper measures.

### **Article 12 (Functional Responsibilities)**

12. 1 Representatives shall always recognize the ideal aimed at by the World Shorinji Kempo Organization and their role in the operation of the Organization and shall do their best to perform their roles.

12.2 A representative elected by a regular group member shall be required to actively attend and contribute to activities of the regular group member in which he/she belongs to as well.

### **Article 13 (Remuneration)**

No remuneration shall be paid to representatives.

### **Article 14 (Expenses necessary)**

As for a representative elected by a regular group member, expenses necessary for the representative to attend General Meetings and other events shall be paid by the regular group member to which he/she belongs, and as for a representative elected from a country with no regular group member, such expenses shall be paid through cooperation of all the branches concerned which he/she represents.

Supplementary provision: These Bylaws shall take effect from April 1, 2014.

## **Bylaws Regarding Accounting and Finance as Stipulated in Chapter IX of the Statutes of the World Shorinji Kempo Organization**

### **Chapter I General Rules**

#### **Article 1 (Purport)**

These Bylaws shall provide for the requirements for the Accounting and Finance as stipulated in Chapter IX of the Statutes of the World Shorinji Kempo Organization (hereinafter referred to as “the Statutes”) pursuant to Article 54 of the Statutes.

#### **Article 2 (Definition)**

Fees and other charges defined hereunder shall be paid by members of the Organization to the Organization.

### **Chapter II Determination of Amounts**

#### **Article 3 (Determination of amounts)**

- 3.1 The amounts of fees and charges payable to the Organization shall be calculated based on per-capita gross domestic product (GDP) data estimated by the International Monetary Fund (IMF) by taking it into consideration that the economic conditions may vary from country to country. They shall be resolved by the Board of Directors Meeting and approved and determined by the President of the Organization.
- 3.2 The amounts of fees and charges payable to the Organization shall be based on a sliding-scale system and shall be altered through the resolution of the Board of Directors' Meeting when so required by the President.
- 3.3 The fees and charges payable to the Organization shall be denominated in the Japanese yen.

#### **Article 4 (Classification and Establishment)**

The amounts set forth in the preceding Article shall be classified as shown in the following Table 2 and Table 3 prepared in accordance with the classification in the following Table 1, which has been determined on the basis of the ratio against per capita GDP of Japan.

#### **Article 5 (Fees and Charges to be Collected by Group Members)**

- 5.1 In the event that each branch or federation finds it necessary to collect fees or charges to finance its activities separately from the amounts of fees and charges defined hereunder, the branch or federation shall set the amounts of such fees or charges on its own:
- 5.2 A group member shall be a non-profit organization and such amounts of fees or charges shall be determined in accordance with the purport of its operations.
- 5.3 A group member shall provide a financial report for each fiscal year for its branch members and other relevant parties.

#### **Article 6 (Review of Fee Amounts and Country Classification)**

The amounts of fees and charges and the classification of countries shall, in principle, be reviewed once every four (4) years by taking it into consideration that economic affairs in respective countries may change from time to time, and new amounts and classification shall be fixed.

### **Chapter III Payment of Expenses**

#### **Article 7 (Payment)**

7.1 Fees and charges payable to the Organization shall be forthwith paid by a federation, if a country has a regular group member, at the total amount of money collected from all of its individual members, or shall be paid by each of the branches, if their country has no regular group member but all associate group members, at the total amount of money collected from all of its individual members on or before the end of September and the end of March, upon receipt of invoices issued by the Organization. Notwithstanding the foregoing provision, various costs arising from the establishment of a new federation and from the extension of the term of its registration shall be paid by such federation to the Organization by following the instructions given by the Organization.

7.2 The method of payment shall be based on any one of the following; provided, however, that in the event that any country finds difficulty in making payment according to the specified method of payment due to social circumstances, a proper alternative method of payment shall be determined for such group member country by the Secretary-General.

- (1) Remittance through the bank
- (2) Remittance by bank check
- (3) Remittance by postal money order
- (4) Credit card payment via internet
- (5) Other

7.3 Charges for remittances shall be paid by remitters.

7.4 If a group member makes any payment that is defective but makes no correction even after receiving reminders and instructions issued by the Organization, then the Organization may suspend the group member from exercising its rights.

#### **Article 8 (Custody of Expenses Paid)**

In the event that procedures for admission, Kyu-grading, Dan-grading, etc. have been taken, the responsible person of group members shall collect related expenses and shall be responsible for retaining them with care until requested from the Organization.

Supplementary provision: These Bylaws shall take effect from April 1, 2014.