

GENERAL SECRETARY



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In its missions the General Secretariat (GS) of the IJF is at the service of the President, the Executive Committee and all the commissions and directions of the IJF. The GS is more particularly in charge of statutory and regulatory aspects. The GS must be vigilant and is the whistleblower on ethical issues, fair play and good governance in all areas. The IJF General Secretariat is at the service of all sectors.

MAIN MISSIONS

The General Secretariat is in charge of:

1. Administration:

- Communication and relationships with the continental unions and the member national federations of the IJF. The GS transmits the information of the presidential office and the various commissions. The GS ensures the follow-up of specific matters of the member national federations and, upon request, of the continental unions.

2. Statutory and other meetings:

- Preparation of the meetings of the IJF Executive Committee and the congress.
- Participation in IOC, GAISF, ASOIF, ITA, Paris 2024 meetings.

3. Legal, statutory and regulatory:

- Updating and adjusting IJF statutes, regulations and codes (e.g., disciplinary code).

4. IJF standard equipment:

- Follow-up of regulations for judogi and tatami.

5. Dan grades:

- Administrative management of dan grade validations.

6. Kata:

- Promotion of 'kodomo-no-kata' and the 'Kata Judo Health' project with the Kodokan Judo Institute (pedagogy of use of judo principles in everyday life for all populations).

7. Paris 2024:

- Follow-up of Paris 2024 matters with the sport commission and the Presidential Office.



8. Covid-19 matters:

- Collaboration in the management of Covid-19 matters with other IJF commissions.

9. Master Coach:

- Follow-up of application forms.

All these files are managed in collaboration with the Presidential Office, the General Treasurer and all the IJF commissions.

The General Secretariat has been involved in the organisation of IJF events.

LIST OF MISSIONS

Administration:

- Communication of information from the IJF Executive Committee and commissions to IJF members
- Follow-up of the decisions and approvals of the members of the Executive Committee
- Follow-up to elections of member national federations and update of the IJF website
- Updated information about the IJF in collaboration with the Presidential Office
- Follow-up regarding delegations supported by the IJF at competitions
- Management of the IJF Refugee Team in collaboration with Presidential Office and the sport commission.

Statutory and other meetings:

- Preparation and diffusion of minutes from IJF meetings:
 - 2021 IJF Congress in Budapest
 - 2021 Executive Committee meeting in Tokyo
 - 2022 Executive Committee meeting in Tashkent.
 - Electronic consultations and votes by the Executive Committee members.

Legal, statutory and regulatory:

- Verification of conformity of the member national federations statutes (mandatory statutory provisions)
- Revision of the IJF Disciplinary Code in collaboration with IJF lawyers
- Affiliation of the 204th member federation (Sao Tome and Principe)
- Suspension of federations
- Legal assistance for member national federations and continental unions
- Litigation and dispute management
- Follow-up of disciplinary procedures
- Follow-up of procedures for nationality change
- Follow-up of immigrant and refugee cases
- Follow-up of IJF good governance issues (with the Presidential Office): ethics, integrity, transparency, democracy, sustainable development, solidarity...
- Participation in the development of regulations in collaboration with various commissions (SOR, EOG, Covid-19 protocol, etc.)
- Implementation of safeguarding regulations
- Implementation of regulations relating to transgender people, with the medical commission.



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IJF standard equipment:

- Application of regulations for judogi and tatami
- Follow-up of supplier contracts (judogi and tatami) with the Presidential Office
- Management of IJF judogi labels with the General Treasurer
- Follow-up of judogi and tatami test reports.

Dan Grades:

- Management of IJF dan grade requests
- Financial follow-up with the General Treasurer
- Implementation of the rules and the programme for the 'kyu' grading syllabus and protocol and the IJF grades (in progress).

For information, the validation of grades is not managed by the General Secretariat but by the IJF Grade and Dan Rank Director, appointed by the President, currently Mr Jean-Luc Rougé.