



U S S P E E D S K A T I N G

## US Speedskating Code of Ethics

This Code of Ethics applies to athletes, coaches, directors of the Board, officers, committee members, task force members, employees, hearing panel members, independent contractors, and volunteers. All of the aforementioned individuals are required to read and sign this document, acknowledging that they understand and are agreeing to abide by its content.

The Ethic Committee shall oversee the implementation and compliance with the Code of Ethics and make recommendations to the Board of US Speedskating (USS) for action.

### USS Code of Ethics

All individuals covered by this code will maintain an atmosphere of mutual respect toward each other as well as those USS conducts business with and those we may come in contact with during the execution of duties and activities.

Athletes will, at all times, show respect for all coaches, officials, and staff members.

Coaches, staff, officials, and volunteers will treat all athletes fairly and with respect.

As the National Governing Body for the Olympic sport of Speedskating in the United States and because we operate in the public spotlight, we are expected to conduct our affairs on a basis consistent with the great trust that has been placed in us. This requires our behavior to conform to the highest ethical standards and principals. For these reasons, the USS requires its athletes, coaches, officials, volunteers, and staff to conduct business with integrity, to maintain a high standard of ethical conduct, and to be guided by the knowledge that we are the guardians of the Olympic values, spirit, and ideals.

Furthermore, because the appearance of impropriety can be just as damaging as actual impropriety, conduct, which appears to be improper, is also unacceptable. Accordingly, all individuals covered by this code are required to comply with the following articles of the USS Code of Ethics when representing or participating in USS activities or events:

- a. Conduct all dealings with honesty and fairness.
- b. Respect the rights of all employees, athletes, and volunteers to fair treatment and equal opportunity, free from discrimination, and harassment of any type.
- c. Know, understand, and comply with the laws, regulations, and codes of conduct governing the conduct of USS business, both domestic and foreign.
- d. Ensure that all transactions are handled honestly and recorded accurately.
- e. Protect information that belongs to USS, our donors, sponsors, suppliers, and fellow workers.
- f. Avoid conflict of interest, both real and perceived.
- g. Never use USS assets or information for personal gain.
- h. Recognize that even the appearance of misconduct and impropriety can be very damaging to the reputation of USS and act accordingly.

### **Conflict of Interest Policy**

These principles provide a framework of integrity for interactions with or on behalf of USS. USS is committed to sustaining an ethical organization free of conflicts of interest and perceived conflicts of interest. The Conflict of Interest Policy applies to athletes, coaches, directors of the Board, officers, committee members, task force members, employees, hearing panel members, independent contractors, and volunteers. However, given the unique makeup of the USS, more in depth questions may arise regarding conflicts of interest. For this reason, the following guidance is provided.

USS defines a conflict of interest as any personal, business, or financial relationship that could influence or be perceived to influence your objectivity when representing or conducting business for, or on behalf of, the USS. Conflict of interests include relative or close associate activities. Potential conflict of interest includes, but are not limited to, conflicts that would arise from an athlete's activities or relationship.

All individuals covered by this code should endeavor to pursue a course of conduct and conduct themselves in a manner that will not raise suspicion that they are engaged in acts that are in violation of their trust.

No individual covered by this code should use or attempt to use his or her position to secure unwarranted privileges or exemptions for himself, herself, or others, and should not, by his or her conduct, give a reasonable basis for the impression that any person can improperly influence him or her or enjoy his or her favor in his or her role or affiliation.

For example, if (a) personal or financial interests exist with any person or concern with whom USS has a business or other relationship and (2) the other relationship or interest could influence or be perceived to influence the objectivity of your decisions, you must:

- a. Disclose the interest, in writing using the attached USS Conflict of Interest Disclosure Form, to the Chair of the Board, who shall refer the matter to the Ethics Committee for further consideration; and
- b. Excuse yourself from any formal or informal discussion related to the relationship between USS and the person or concern; and
- c. Abstain from voting and from seeking to influence the vote on any matter related to the person or concern.
- d. The disclosures during board and committee meetings will be documented in the minutes.

The affiliated individuals will annually sign and submit to the Ethics Committee the conflict of interest disclosure form. Individuals required to annually disclose potential conflict of interests include, but not limited to, employees, Board of directors and officers, committee members, and volunteers with substantial decision-making authority. The Executive Directors and Board of Directors and Officers will have their disclosures, if any, reviewed by Ethics Committee for further consideration. Disclosures submitted by all other members, staff, or required parties will be reviewed by an internal USS committee based on Conflict of Interest Policy. The Ethics Committee must be disinterested in the matter regarding their investigations of potential code of ethics and code of conduct violations. USS will communicate decisions based on the review of disclosures.

The disclosure of an actual or potential conflict of interest will not necessarily prohibit involvement in the disclosed activity. Rather, each disclosure will be reviewed and actions will be recommended to protect the individual, the USOPC, and the integrity of the decisions made by those involved. These actions may include, but are not limited to, the

limitation of involvement, separation from certain activities, or request to cease the activity in question.

Conflict of Interest Reports should be submitted to the Director of Finance and Administration.

### **Gifts and Entertainment Policy**

The purpose of US Speedskating Gifts and Entertainment Policy is to provide guidance to USS employees, board of directors and officers, committee members, task force members, hearing panel members, volunteers, independent contractors, and immediate family members.

Inappropriate hospitality or gift giving between the individuals can also create a conflict, real or perceived, of interest. The USS defines inappropriate hospitality as the offering or receiving of accommodations, tours, event tickets, entertainment, meals, or other similar personal benefits except as specifically provided for by applicable policies.

Similarly, the USS prohibits the receipt or giving of personal gifts except for items of nominal value such as coffee mugs, hats, pins, etc., unless specifically provided for by applicable policies.

The giving of gifts to federal, state, and local government employees is governed by a complex set of rules that is typically agency-specific. Generally, the giving of gifts to government employees is very limited or prohibited. Before offering a gift to a government employee, of any value, you must receive the approval of the Ethics Chair Committee in advance and in writing.

The disclosure process for the receipt of gifts and entertainment is outlined below:

Any gift, whether given or received, valued at \$250 and over must be disclosed to the Ethics Chair Committee through the Conflict of Interest Disclosure Form. On the form, the individual must provide a description of the item or entertainment, its value, the pertinent dates, and parties involved.

Questions regarding the application of the USS's hospitality and gift policies must be addressed to the Ethics Committee Chair.

### **Sports Ethics and Fair Play**

Sports ethics is a positive concept that guides human action. Sport is a social and cultural activity which, practiced fairly, enriches society and friendship between nations. Sport is also recognized as an activity which, if played fairly, offers the individual the opportunity for self-knowledge, self-expression and fulfillment, personal achievement, skill acquisition and demonstration of ability, social interaction, enjoyment, good health and well-being. Sport promotes involvement and responsibility in society and the environment with its wide range of clubs and leaders working voluntarily. In addition, responsible involvement in some activities can help to promote sensitivity to the environment.

Fair play is defined as much more than playing within the rules. It incorporates the concepts of supplements, violence (both physical and verbal), sexual harassment and abuse of children, young people, and women, trafficking in young sportspeople, discrimination, exploitation, unequal opportunities, excessive commercialization and corruption.<sup>1</sup> Additionally, participation in any form of betting, or support of betting or gambling, related to any event/activity under jurisdiction of USS of the International Skating Union is strictly prohibited.

### **Confidentiality**

All individuals serving the USS have the responsibility to maintain the confidentiality of USS information. This includes both proprietary and sensitive information. Special emphasis is noted for the requirement

to protect proprietary technical information regarding USS equipment, training, and coaching techniques.

### **Enforcement**

Any person or member organization that violates or condones the violation of the Code of Ethics is subject to disciplinary measures, which may include termination of membership, employment and expulsion from the board, committee, or task force. The Ethics Committee shall in the most expeditious manner possible review and conduct an appropriate investigation and hearing for all violations of the Code of Ethics and, if appropriate, without delay recommend sanctions/actions to the Board of Directors (as to the athletes and volunteers) or the Chief Executive Officer (as to staff). Final enforcement actions will be determined following the procedures defined in Article 14 COMPLAINTS of the Amended and Restated Bylaws of US Speedskating.

This code serves as a framework for ethical conduct but does not cover every situation. If you are unclear about the requirements or applications of this code, contact the Chair of the Ethics Committee as follows:

United States Speedskating  
c/o Chair Ethics Committee  
5662 South Cougar Lane  
Kearns, UT 84118  
O: 801-417-5360 / F: 801-417-5361

### **Anti-Retaliation Statement**

US Speedskating honors and respects the rights of all people, including US Speedskating Affiliated Individuals, to report violations of this Code. In addition, pursuant to Section 220501(b)(11) of the Ted Stevens Act, US Speedskating will not tolerate any adverse or discriminatory action, or the threat of an adverse or discriminatory action carried out against protected individuals as a result of any communication, including the filing of a formal complaint, by the protected individual or a parent or legal guardian of the protected individual relating to the allegation of physical abuse, sexual harassment, or emotional abuse.

### **Other Resources**

1. Athlete Ombudsman

The Athlete Ombudsman provides cost-free, independent and confidential advice regarding athlete rights; resolving disputes or grievances; and any sport rule, policy, or process, including NGB-athlete agreements, codes of conduct, or team selection procedures. Additional information can be found at <https://www.teamusa.org/athlete-ombuds>.

Athletes may also contact the Office of the Athlete Ombuds.

Phone: 719-866-5000

Email: [Ombudsman@usaathlete.org](mailto:Ombudsman@usaathlete.org)

2. USOPC Ethics and Compliance:

[www.teamusa.org/ethics-and-compliance](http://www.teamusa.org/ethics-and-compliance)

3. USOPC Integrity Portal:

<https://secure.ethicspoint.com/domain/media/en/gui/53006/index.html>

4. USOPC Integrity Hotline: 877-404-9935

**ACKNOWLEDGEMENT**

I understand and agree to abide by the provisions of the USS Code of Ethics.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

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<sup>i</sup> *“Code of Sport Ethics” (2010) Council of Europe – Committee of Ministers*