



GIFT AND ENTERTAINMENT POLICY

Application: This Gift and Entertainment Policy applies to all USATKD employees, officers, members of the Board of Directors, Committee and Task Force Members, members of Hearing Panels, volunteers, and contractors who have been required to adhere to this Policy through their written contracts with USATKD ("Covered Individual"). In addition, this Policy applies to any immediate family member of a Covered Individual.

Limitations and Rules

Covered Individuals shall neither give nor receive gifts, cash, travel, hotel accommodations, entertainment, or favors, except those of nominal value exchanged in the normal course of business. The trading of pins and mementos is acceptable conduct, and sports, media, entertainment, and other organizations routinely invite USATKD personnel to attend sports and social events of more than nominal value. Such invitations may be accepted if they are part of open and generally accepted practices, serve to promote the best interests of USATKD, and would not embarrass the individual or USATKD if publicity disclosed, and does not compromise the objectivity and integrity of the recipient or donor. Gifts and favors of more than one hundred dollars value should not ordinarily be accepted. If circumstances render it awkward to refuse such a gift, the donor should be thanked and told that the gift is being accepted on behalf of and will be delivered to USATKD.

Disclosure

In the event a Covered Individual receives a gift valued at more than one hundred dollars, the Covered Individual must disclose the gift to the Chief Executive Officer and deliver the gift to USATKD.

Enforcement

Violations of this Gift and Entertainment Policy shall be reported and will be managed as violations of USATKD's Codes of Conduct and shall be subject to USATKD's General Code of Conduct Principles. The individual primarily responsible for administration of the policy is the Chief Executive Officer, Steve McNally, smcnally@usatkd.org and the Chair of the Ethics Committee.

The Chair of the USATKD Ethics Committee is The Hon. Jamie Klein (Ret.) and he can be reached through Christine Strong Simmons at cssimmons@usatkd.org.