



Policy Name: Principles of Ethical Behavior and Conflict of Interest

Season Applicable: 2023 - 2024

Policy Owner: General Counsel

Applies to: USA Volleyball Employees, USA Volleyball Board of Directors, Officers, and Committee Members, USA Volleyball Contractors, USA Volleyball volunteers, USA Volleyball Members, and, if utilized, USA Volleyball Task Force Members and USA Volleyball Hearing Panel Members (the “USAV Organization”)

Purpose:

Those of the USAV Organization, choose to serve and/or work with USA Volleyball (“USAV”) and are held to a high standard of conduct. USAV is the organization designated as the National Governing Body (“NGB”) for volleyball, beach volleyball and sitting volleyball by the United States Olympic Committee (“USOPC”). Individuals with the USAV Organization must assume an obligation to subordinate individual interest to USAV interests in promotion and development of the sport. What may be considered acceptable conduct in some settings may be inappropriate in the service of USAV.

Individuals with the USAV Organization must do so without personal gain, avoid any institutional loss or embarrassment and behave in such a way that the organization’s trust and public confidence are enhanced. It is important to avoid even the appearance of a conflict of interest.

While no set of guidelines can guarantee acceptable behavior, the guiding principles are disclosure, withdrawal from the decision-making process where conflict of interest is a possibility, and a commitment to honor the confidentiality of USAV information whether proprietary or sensitive. All conduct is founded on the individual’s own sense of integrity. Any individual accepting the honor of working or serving with the USAV Organization must also accept the burdens of public disclosure and public scrutiny.

In our complex society, the overlap of work, volunteer work, business interests, governmental activity and family relationships often create potential conflicting interest. What is required is recognition of these conflicting interests when they arise, followed by a reasoned approach to their resolution.

Guidelines for acceptable conduct:

- A. The business of USAV is to be conducted in observance of both the spirit and letter of applicable federal and state laws.
- B. USAV properties, services, opportunities, authority and influence are not to be used for private benefit.

- C. Duty and loyalty to USAV and its purposes should guide all conflict determinations whether in governance, advisory or programmatic roles. Honesty, candor, and a high degree of professionalism is the expected norm of participation both with USAV and with each other. In cases of decision making, individuals will disclose the nature and extent of any actual or potential conflict of interest when it occurs and will avoid evaluating or voting on the matter if in such a position to do so.

Examples:

With the intermix of volunteer work, business interests, governmental activity, and family relationships, someone with the USAV Organization can inadvertently create potentially conflicting interests. Although not all conflicts of interest can be anticipated or identified herein, examples of conflicts of interest include, but are not limited to:

- Making decisions that could place personal, family, financial or professional interests ahead of those of USAV.
- Making decisions that could place the interests of your club or team, your club or team's athletes or your business ahead of those of USAV.
- Using, or allowing others to use, USAV properties, services, opportunities, authority and influence for private benefit.
- Failing to exhibit honesty, loyalty, candor and professional competence in relationships with individuals of the USAV Organization.
- Having (or having a family member with) a business relationship with a sponsor, supplier, licensee, or vendor of USAV.

Confidentiality:

It is compulsory for those individuals with the USAV Organization to respect the confidentiality of USAV, and of any deliberations, event information, discussions, business negotiations, contract terms, etc.

Diligence:

It is incumbent upon those individuals of the USAV Organization representing and/or having been elected to a constituency, to diligently communicate with that constituency on all relevant matters occurring at board or committee meetings and, conversely, to accurately inform the board or committee members of constituent issues or concerns. However, if and when the individual with the USAV Organization is a USAV Board or Committee Member, decisions should be made on the basis of what is in the best interests of USAV and the sport of volleyball as opposed to a particular constituent group.

Resources:

Those wishing to receive more information or resources regarding this policy and/or conflicts of interest may wish to explore any of the following:

1. USAV governance <https://usavolleyball.org/about/governance>
2. USOPC Ethics and Compliance <https://www.teamusa.org/ethics-and-compliance>
3. Athlete Ombuds <https://www.teamusa.org/athlete-ombuds>

CONFLICT OF INTEREST POLICY

I. INTRODUCTION

It is incumbent upon individuals with the USAV Organization to conduct all of its affairs professionally and with integrity. This includes a commitment to avoid conflicts of interest or apparent conflicts of interest.

In order to assure that such conflicts, or apparent conflicts, are avoided a Conflict of Interest Policy is herein established.

II. GENERAL DUTY IMPOSED

Individuals with the USAV Organization shall perform their duties in a manner that each believes to be in the best interests of USAV, and with such care as an ordinarily prudent person in a like position would use under similar circumstances.

Individuals with the USAV Organization should recognize and attempt to avoid any activities or engage in any financial investments that constitute or might appear to constitute a conflict of interest. The avoidance of such conflicting activities or conflicting financial investments also includes closely associated activities or relationships with those who automatically create a conflict of interest.

It is particularly incumbent upon any individual with the USAV Organization, when acting in his or her USAV Organization capacity, to act solely for the benefit of USAV and not for personal gain. This is a “fiduciary duty” and is strictly interpreted under the law. A person with a fiduciary duty cannot have a conflict of interest.

III. THE POLICY

- A. It is the policy of USAV that any individual with the USAV Organization shall disclose any actual or apparent conflict of interest before engaging in any transaction in which the conflict exists. It shall be the continuing responsibility of individuals with the USAV Organization to scrutinize their respective USAV engagements and personal relationships to identify actual, apparent, or potential conflicts of interest and to report any such conflicts immediately.
- B. USAV Organization individuals who self-identify actual, apparent, or potential conflicts

of interest shall report the conflict to the respective supervisor, contract supervisor, or, in the case of USAV Board or Committee Members, to the USAV Board of Directors Chair.

- C. For those individuals in the USAV Organization who serve on the USAV Board of Directors, at the start of each USAV Board of Directors meeting, the USAV Board Chair shall call for any conflicts of interest from the USAV Board of Directors and such disclosures, if any, shall be documented in the USAV Board of Directors meeting minutes. Any apparent or potential conflicts of interest identified by any member of the USAV Board regarding another member of the USAV Board shall be reported to the Board through its Chair. At the beginning of each USAV season (September 1st), the USAV Board of Directors shall be required to agree to this USAV Conflict of Interest Policy, and to execute annual conflict of interest disclosure forms which shall be reviewed by the USAV Ethics and Eligibility Committee and kept by USAV's General Counsel. USAV Directors are required to voluntarily update their annual disclosure form in the event new conflicts of interest arise throughout the volleyball season. For a link to the USAV Conflict of Interest Disclosure Form, visit <https://usavolleyball.org/about/governance/>
- D. For those individuals in the USAV Organization who serve on a USAV Committee, at the start of each USAV Committee meeting, the Chair of the Committee shall call for any conflicts of interest from the Committee and such disclosures, if any, shall be documented in the Committee meeting minutes. Any apparent or potential conflicts of interest identified by any member of the Committee shall be reported to the Committee Chair or if by the Committee Chair to the USAV Chair of the Board. At the beginning of each USAV season (September 1st), USAV Committee members shall be required to agree to this USAV Conflict of Interest Policy, and to execute annual conflict of interest disclosure forms which shall be reviewed and kept by USAV's General Counsel. USAV Committee members are required to voluntarily update their annual disclosure form in the event new conflicts of interest arise throughout the volleyball season. For a link to the USAV Conflict of Interest Disclosure Form, visit <https://usavolleyball.org/about/governance/>
- E. For those individuals in the USAV Organization who are employees of USAV, at the beginning of each USAV season (September 1st), USAV employees shall be required to agree to this USAV Conflict of Interest Policy, and to execute annual conflict of interest disclosure forms which shall be reviewed by and kept with USAV's Chief of People and Culture, with the exception of the USAV CEO's conflict of interest disclosure form, which shall automatically be reviewed by the USAV Board Chair, but may be kept with USAV's Chief of People and Culture for document retention purposes. Any apparent or potential conflicts of interest identified by any USAV employee shall be reported to USAV's General Counsel for review, unless in the case of the USAV CEO, which shall be reviewed by the USAV Board Chair. USAV employees are required to voluntarily update their annual disclosure form in the event new conflicts of interest arise throughout the volleyball season. For a link to the USAV Conflict of Interest Disclosure Form, visit <https://usavolleyball.org/about/governance/>

- F. For those individuals in the USAV Organization who are volunteers and may have substantial decision-making authority in USAV, at the beginning of each USAV season (September 1st), USAV volunteers rising to this level shall be required to agree to this USAV Conflict of Interest Policy, and to execute annual conflict of interest disclosure forms which shall be reviewed and kept by USAV's General Counsel. Any apparent or potential conflicts of interest identified by any USAV volunteer with decision-making authority shall be reported to USAV's General Counsel. USAV volunteers with decision-making authority are required to voluntarily update their annual disclosure form in the event new conflicts of interest arise throughout the volleyball season. For a link to the USAV Conflict of Interest Disclosure Form, visit <https://usavolleyball.org/about/governance/>
- G. With regard to those individuals of the USAV Organization who may be athletes, coaches, or other protected individuals under the Ted Stevens Olympic and Amateur Sports Act and who are with the USAV National Teams, the USA Volleyball Bylaws contain the process for selection procedures and panels empowered to resolve grievances such as the USAV Athlete Administrative Council, all of whom shall be free from conflicts of interest as determined by this policy. Any person appointed to a hearing panel, including the athlete representative, is obligated to disclose all actual or potential conflicts of interest prior to being appointed to a hearing panel. The USAV Ethics and Eligibility Committee will solicit and review potential panel members' disclosures and make a determination on whether they are a disinterested party for the matter under review.

IV. REVIEW PROCESS

Those individuals identified in this policy with conflict of interest review responsibilities shall do so, at minimum, on an annual basis, or more frequently as warranted by the circumstances. In the event a possible conflict of interest exists, the potential conflict shall be referred to the USAV Ethics and Eligibility Committee ("USAV E&E") for further review, unless such conflict is submitted by a USAV employee, in which case such conflict shall be referred to the USAV CEO for further review. An individual of the USAV Organization that identifies as having an actual, apparent or potential conflict of interest must initially abstain from participating in and/or voting on activity related to potential conflict.

After exercising due diligence in the review, the USAV E&E or USAV CEO, whichever the case may be, shall determine whether the reported conflict of interest rises to such a material level as to impact USAV negatively. (The fact that a conflict of interest exists may not mean that it is material enough to be of practical importance, or if material, that upon full disclosure of all relevant information it is adverse to the interests of USAV or will disqualify the person from future involvement.)

If the USAV E&E or USAV CEO, whichever the case may be, has reasonable cause to believe an actual conflict of interest exists which is material or negatively impacts USAV, the USAV E&E or the USAV CEO shall provide direction to the individual for managing that/those conflicts of interest. Individuals requiring management of conflicts of interest shall acknowledge

in writing the direction provided for managing the conflict and shall abide by the direction given as a condition of continued USAV membership and involvement as an individual of the USAV Organization.

All decisions regarding conflicts of interest may be appealed to the USAV Board of Directors by submitting an appeal request in writing to the USAV Board Chair through USAV General Counsel. The USAV Board of Directors shall review only the issue of whether the individual filing the appeal received proper due process. In the event the appeal is concerning a USAV Board Director, the USAV Board Director at issue shall not be included in the discussion or review process.

V. Reporting Violations of the USAV Conflicts of Interest Policy

Any individual with a good faith belief that a person with the USAV Organization has a conflict of interest may notify the USAV Ethics and Eligibility Committee of such perceived conflict by emailing a report to care of USAV's General Counsel (rachael.stafford@usav.org), unless it is regarding USAV's General Counsel, in which case, a report may be emailed to USAV's CEO (jamie.davis@usav.org). Furthermore, should any other USAV Organization individual become aware of any undisclosed conflict of interest, or any conflict of interest not fully disclosed, they should make full disclosure of their knowledge of the potential conflict of interest involved to USAV's Ethics and Eligibility Committee by emailing a report care of USAV's General Counsel. Reports may be made anonymously, if desired.

All good faith reports of violations of this policy are protected under the provisions of USAV's Whistleblower Policy and Anti-Retaliation. USAV has zero tolerance for retaliation against an individual for filing a good faith report of a violation or potential violation. Consult the USAV Whistleblower and Anti-Retaliation Policy (<https://usavolleyball.org/about/governance/>) for additional information.

VI. Violations of the Conflicts of Interest Policy

If the USAV Ethics and Eligibility Committee has reasonable cause to believe an USAV Organization individual has failed to disclose an actual or potential conflict of interest, it will promptly inform the individual of the basis for such belief and afford the individual an opportunity to explain the alleged failure to disclose.

If, after hearing the individual's response and after making further investigation as warranted by the circumstances, the USAV Ethics and Eligibility Committee determines the individual has failed to disclose the conflict or potential conflict of interest, and the failure to disclose is material to the individual's position, it will take appropriate disciplinary and corrective action. The USAV Ethics and Eligibility Committee will communicate all such decisions in writing to the individual. The USAV Ethics and Eligibility Committee's decision will be final.

In the event that a member of the USAV Ethics and Eligibility Committee is not disinterested in a particular alleged violation under review, that USAV Ethics and Eligibility Committee member shall recuse themselves from the investigation and decision-making process. In all cases, matters under review shall be reviewed by disinterested parties.

While any such failure to disclose a conflict or potential conflict of interest is under investigation by the USAV Ethics and Eligibility Committee, the USAV Organization individual will be precluded from engaging in further decisions of USAV that bear any relation whatsoever to the matter that is the subject of the conflict or potential conflict of interest.

VII. ANTI-RETALIATION. No individual with the USAV Organization who, in good faith, reports a conflict of interest shall be subject to retaliation, including, being harassed, threatened, discriminated against, demoted, discharged or subjected to other forms of retaliation or other adverse consequences associated with the reporting.

VIII. CONTACT. For questions about the USAV Conflict of Interest Policy, contact USAV General Counsel, Rachael Stafford at Rachael.stafford@usav.org

CERTIFICATE

By checking the box associated with this form, I acknowledge and agree that I have read the above Statement of Ethical Principles and the Conflict of Interest Policy of USAV and agree to be bound by them. I agree to submit my annual disclosure forms to the appropriate individual no later than fifteen (15) days of acknowledgement of this policy.