

USA Gymnastics

# **SPEAK UP POLICY**



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# USA Gymnastics' Speak Up Policy

## Overview

USA Gymnastics has developed this policy to encourage directors, officers, employees, contractors, volunteers, and other individuals who are associated with the organization to raise ethical and legal concerns. As individuals associated with USAG, we must comply with the Code of Ethical Conduct and practice honesty and integrity in fulfilling our responsibilities to our athletes, professionals, clubs, and other members.

## Why is this important?

Each of us has a responsibility to raise any concerns about ethical and legal issues that might affect its athletes and members. Issues and problems cannot be addressed if we do not know about them. By bringing a concern to our attention, we can investigate and address the potential issue in a timely manner. Remaining silent, however, may erode the trust that everyone – both those associated with USAG and the public – has in the organization.

## What is required of me?

Every individual associated with USAG, including but not limited to athletes, directors, officers, employees, members, committee members, task force members, hearing panel members, contractors, and volunteers, must report a violation or suspected violation of:

- USAG's Code of Ethical Conduct
- USAG's Safe Sport Policy
- Any law or regulation that applies to USAG, including the Ted Stevens Act and mandatory reporting laws
- Any USAG policy or procedure
- United States Olympic & Paralympic Committee (USOPC) Bylaws
- Moral or ethical standards that affect the organization, its people, or its athletes

If you're ever in doubt about whether you should report something or not, it is always better to report. Please note, however, that this policy does not cover (1) complaints about employment, including complaints about suspected harassment or discrimination in employment, which should be addressed through the procedures outlined in the Employee Handbook; or (2) reports of violations or suspected violations of USAG's Safe Sport Policy, which should be reported as stated in that policy.

## How do I report?

USAG has an open-door policy and encourages athletes, other members, employees and other individuals to share their good faith questions, concerns, suggestions, or complaints with the Chief Legal Officer. Employees may also submit reports anonymously [here](#). Members of management must report suspected violations to the Chief Legal Officer, who will coordinate an investigation of the suspected violation.

A person acts in "good faith" when he or she has reasonable grounds to believe the information disclosed indicates a violation, legal, or ethical concern. Reports may be made in good faith even if they are ultimately not substantiated. Any person who acts maliciously, makes a report that is knowingly false, or otherwise acts without good faith will be appropriately disciplined, up to and including termination of employment or other relationship with USAG.

## **What happens when I report?**

The Chief Legal Officer will promptly investigate the report or refer it to the Ethics & Grievance Committee for investigation and resolution. The person or persons who are accused of a violation will be notified of the report, although USAG will make all reasonable efforts to not disclose the identity of the reporting person unless necessary (see below). Either the Chief Legal Officer or the Ethics Committee will determine whether a violation occurred. The Chief Legal Officer will inform both the individual who made the report and the accused of the result of the investigation, and will issue appropriate corrective action, if necessary.

## **Confidentiality**

Reports will be kept as confidential as practicable, consistent with the need to conduct an adequate and appropriate investigation. The reporting person can help keep his or her identity and the content of the report confidential by not disclosing or discussing the report with anyone else.

## **No retaliation**

“Retaliation” means taking an adverse action against someone because he or she engaged in a certain type of activity. USAG prohibits and will not retaliate against any individual who makes a good faith report under this policy. Any employee who retaliates is subject to discipline, up to and including termination of employment. USAG will evaluate and possibly terminate its relationship with a non-employee who retaliates against an individual who makes a good faith report.

Please submit reports to:

C.J. Schneider, Chief Legal Officer

Phone: 1-616-831-1738

E-mail: [schneiderc@millerjohnson.com](mailto:schneiderc@millerjohnson.com)