



USOPC Policy Name: Speak Up Policy

Date of Issuance: 6/22/2020

Owner: Chief Ethics and Compliance Officer (CECO)

Applies to: USOPC staff and volunteers, Board of Director and Committees, NGBs

Purpose: To support a strong culture of integrity and ethical conduct at the USOPC and among its NGBs by encouraging, valuing, and protecting good faith reporting, by all members of the US Olympic and Paralympic community and particularly athletes, of concerns about potential ethics issues, policy, or legal violations in our community.

Policy Statement: Integrity and ethical conduct are and must be at the heart of the USOPC and its work. The USOPC encourages all members of the U.S. Olympic and Paralympic community, particularly athletes, to speak up on issues of concern, including where there may be a violation of ethics, a USOPC or NGB policy, or law. Freedom to speak up means being able to raise concerns in whatever way is most comfortable and effective and feeling free to cooperate in investigations that follow. It also means that the USOPC has zero tolerance for retaliation of any kind against people who speak up in good faith.

The USOPC Code of Conduct requires reporting of violations of that policy and it prohibits retaliation against people who do. This Speak Up policy builds on those Code of Conduct principles and provides more specifics to guide all members of our community on how to speak up and help the organization grow stronger.

As to NGBs, all provisions of this policy are mandatory in substance and must be followed as applicable by each NGB. This policy sets forth minimum standards and outlines basic requirements for NGBs to incorporate into their respective policies. NGBs may adopt Speak Up and anti-retaliation standards that are more demanding than this policy, except that no NGB can remove from anyone the right to speak up directly and exclusively to the USOPC, in the first instance, if they so choose.

Applying this policy to some situations may feel tricky. There's no reason to feel you have to make a decision without fully understanding the factors in play. Your supervisor and the USOPC Ethics and Compliance and People and Culture teams are available to help you answer questions and make a plan of action. Please feel free to ask!

1. WHAT VIOLATIONS ARE COVERED BY THIS POLICY?

This policy and the Integrity Line discussed below are for use where there may be a violation of:

- Principles of ethics
- Another USOPC or NGB policy
- Applicable laws

If a matter concerns something else (for example, ordinary HR concerns, office facilities, emergencies like fires or injuries), please discuss with your supervisor or the USOPC People and Culture team, or call 911 where appropriate.

Other Policies Involved

If you are unsure about whether a matter might be a policy violation, or if you are unsure about your reporting responsibility for a particular type of matter, please start by reviewing the policy involved. USOPC staff can use the [Policies and Procedures](#) page on the USOPC SharePoint site. NGB staff should refer to their NGB policy resources. And of course anyone can always reach out to USOPC Ethics and Compliance, Legal, or People and Culture to find out more about USOPC policies.

Also, some violations *must* be reported by you. Specifically, please be familiar with reporting requirements in the [USOPC Code of Conduct](#), which applies to all USOPC staff, board and committee members; the [NGB and HPMO Athlete Safety Policy](#), which applies to NGB organizations; and the [USOPC Athlete Safety Policy](#), which includes mandatory reporting requirements for all USOPC staff, board and committee members, members of Delegation Events (as defined in that policy), individuals training and/or residing at a USOPC Training Center, and others. And of course if you suspect any criminal activity against a person or property, you should report directly to law enforcement immediately.

This policy does not govern the behavior of individuals associated with NGBs but not the USOPC, but each NGB is required to maintain its own policy that contains at least the protections and duties set out in this one. And the reporting resources and opportunities in this policy are available to anyone who wants to report a matter that may involve only an NGB and its policies. The USOPC is committed to ensuring that your concern is followed up on by the people best able to do so.

Nothing in this policy changes or replaces your obligations under the Code of the US Center for SafeSport – see the USOPC policies linked above or talk to the USOPC Athlete Safety team if you have any questions about those.

2. REPORTING

The USOPC has an open-door policy and encourages you to share your questions, concerns, suggestions, or complaints in the way and to the people you are most comfortable with. That means you have options for how to report any concern about a potential ethical, policy, or legal violation.

No Retaliation

The USOPC has zero tolerance for retaliation against people who make good faith reports of potential ethical, policy, or legal violations, or who cooperate with investigations of those reports. That means no USOPC staff, Board/Committee member, or volunteer may threaten, harass, discriminate against, or take any negative employment or related action (e.g., discharge, demotion, suspension, negative review) on that basis.

Any such retaliation can be reported as described above in the same way as any other policy violation. It will be treated as a violation of this policy and the USOPC Code of Conduct, and may lead to serious consequences including termination for anyone involved in retaliation.

How to Report

USOPC Staff, Board and Committees

First, you should feel free to start with your USOPC supervisor – the USOPC open-door policy can always start there. You can also talk to another supervisor or manager.

Or if you prefer you can make a report to the USOPC Ethics and Compliance team or People and Culture team. These are people who can also discuss your concern and help make sure it is addressed. If one of them is most comfortable for you to talk to in a particular situation, you can start there.

Everyone

Finally, USOPC staff, Board and committees, and everyone else – this includes athletes and others associated with any NGB - is free to use the [USOPC Integrity Line](#) online or at 877-404-9935. This independent 24-hour service accepts reports on a confidential or even anonymous basis. Dedicated USOPC staff monitor and follow up on all reports to the Speak Up Line as discussed below.

Please remember that as a reporter you don't need to (and should not) investigate the matter you are concerned about, or determine fault or how to fix it. You have done your part by making it known so that the right people can take action. Investigations of reports are discussed below.

Acting in Good Faith

Just as we need to make sure that no one in our community is fearful of speaking up, we also need to make sure that no one in our community is fearful about false reports that might harm them.

With that in mind, anyone reporting a perceived ethical, policy, or legal violation must be acting in good faith and have some basis for believing there may be a violation. Anyone that makes a false report knowing that it's false or that it has no basis is violating this policy and the USOPC Code of Conduct in the same way as someone retaliating against a good faith reporter. Such a violation may itself be reported under this policy and It may lead to serious consequences, including termination.

3. INVESTIGATIONS

Once you have made your report in one of the ways described above, the person you reported to is responsible for getting it to the person who can best address your concern, based on the matter reported (e.g., Athlete Safety, Security, Legal, People and Culture.) In the case of a report that involves NGB matters, it may be a person at that NGB or someone within the USOPC. In all cases, the USOPC is committed to ensuring that no good faith report goes unheard or ignored.

The USOPC CECO is responsible for coordinating among these people so that reporters can be confident that reported concerns can get to the people best positioned to act on them. The CECO will report regularly to the USOPC Ethics and Compliance Committee on compliance activity and issue resolutions generally.

Confidentiality

In many cases, a reported matter will need investigation in order to reach the right resolution. Your cooperation as a reporter or otherwise may be very helpful and much appreciated. Reports will be treated as confidentially as possible; some information may have to be disclosed to certain parties in order to conduct a thorough investigation, to comply with the law, and to provide accused individuals access to due process.

If you report a matter anonymously and choose to remain anonymous as it is investigated, the USOPC will respect that.

Follow Up

If you report an alleged violation of ethics, another USOPC or NGB policy, or applicable laws, the USOPC (or in some cases, the affected NGB) will report back to you on progress and investigation results as appropriate. And of course, you are always free to follow up to learn more from the person or Integrity Line you reported to. Confidentiality and legal obligations may affect the details available.

If the investigation of a report that was made in good faith is not to your satisfaction, then you have the right to report that, too.

Thank you for helping to ensure that the USOPC is a safe zone for speaking up in good faith on matters important to us all.