



# United States Olympic Committee

## United States Olympic Committee SafeSport Audit of USA Karate

October 2017

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## Executive Summary

### Summary Observations

It shall be the policy of the United States Olympic Committee (USOC) that each National Governing Body (NGBs) adopt a Minimum Standards Policy for Athlete Safety Programs (Athlete Safety Standards) by December 31, 2013<sup>1</sup>.

Based on this review of USA Karate's SafeSport-related documentation and administrative materials, USA Karate's policies and procedures met the requirements of the Athlete Safety Standards. Therefore, there were no observations noted during this audit.

### Background and Approach

USOC engaged Baker Tilly Virchow Krause (Baker Tilly), to assist the USOC in the completion of SafeSport audits, to assess compliance with SafeSport policies and procedures at the USOC and all of its NGBs and High Performance Management Organizations (HPMOs).

Baker Tilly performed a review of USA Karate to evaluate compliance with the Athlete Safety Standards. The following activities were performed for this review of USA Karate:

- > Developed and executed an audit program that included:
  - Holding a virtual entrance meeting to discuss and document USA Karate's SafeSport program and processes.
  - Selecting a sample of 10 from the required individuals to ensure a background check was performed and education and training was completed. See **Appendix A** for a list of documents reviewed.
  - Reviewing USA Karate's athlete safety policy and determining whether the following was addressed:
    - Required misconduct is prohibited and defined;
    - Reporting procedures are documented; and
    - The grievance process is documented and complies with Athlete Safety Standards.
  - Identifying which individuals are required to undergo a criminal background check and complete education and training.
- > Conducted a virtual exit meeting, if requested, following delivery of the draft report, to discuss audit findings and recommendation(s) with USA Karate. See **Appendix B** for a list of individuals interviewed.

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<sup>1</sup> Effective June 20, 2017 the USOC replaced the Athlete Safety Standards with the NGB Athlete Safety Policy. Due to the timing of this audit, fieldwork was performed in accordance with the Athlete Safety Standards.



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- > Identified specific observations and recommendations regarding opportunities to enhance compliance with Athlete Safety Standards. Observations include the following attributes: criteria, condition, cause, effect and recommendation, as set out in the International Professional Practices Framework (IPPF) Standards and Practice Advisory 2410-1.



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## Report Appendices

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## Appendix A: Documents Reviewed

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We reviewed the following documents:

- > Athlete Safety Standards Program Questionnaire
- > USA Karate SafeSport Code
- > Bylaws of USA National Karate-Do Federation, INC.
- > USA Karate Participant Safety Handbook



## Appendix B: Personnel Interviewed

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We interviewed the following personnel:

- > Jessica Herbst, Program Director
- > Phil Hampel, Chief Executive Officer