



United States Olympic Committee

United States Olympic Committee SafeSport Audit of USA Table Tennis

October 2017

This information has been prepared pursuant to a client relationship exclusively with, and solely for the use and benefit of the United States Olympic Committee (USOC) and is subject to the terms and conditions of our related contract. Baker Tilly disclaims any contractual or other responsibility to others based on its use and, accordingly, this information may not be relied upon to create a Baker Tilly responsibility by anyone other than the USOC. Per the USOC Bylaws and Performance Partnership Agreements, the USOC has the right to conduct audits of National Governing Bodies and High Performance Management Organizations.



BAKER TILLY

Candor. Insight. Results.

Contents

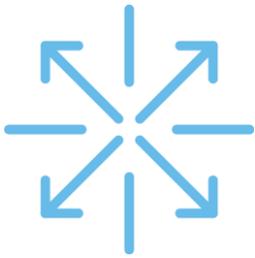
| | |
|---|-----------|
| UNITED STATES OLYMPIC COMMITTEE SAFESPORT AUDIT OF USA TABLE TENNIS..... | 3 |
| EXECUTIVE SUMMARY | 4 |
| SUMMARY OBSERVATIONS | 4 |
| BACKGROUND AND APPROACH | 4 |
| DETAILED REPORT | 6 |
| REPORT APPENDICES | 9 |
| APPENDIX A: DOCUMENTS REVIEWED | 10 |
| APPENDIX B: PERSONNEL INTERVIEWED | 11 |



United States Olympic Committee
USOC SafeSport Audit of USA Table Tennis

United States Olympic Committee SafeSport Audit of USA Table Tennis¹

¹ To consider the report in its entirety, please refer also to the detailed management response that will appear here [[Governance Documents](#)] within 90 days of the date of this report.



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, 2013².

We noted the following opportunities to enhance the design of USA Table Tennis' (USATT) compliance with the Athlete Safety Standards:

- > **Athlete Safety Standards - Application of the SafeSport Policy** – USA Table Tennis' SafeSport-related documentation and administrative materials does not specifically indicate that the overall policy applies to employees.
- > **Athlete Safety Standards - Criminal Background Checks and Education and Training Testing** – Requiring criminal background checks and education and training is not consistently enforced by USATT. The following exceptions were identified during our testing:
 - Five individuals selected for testing (50% of the selected individuals) did not have criminal background checks conducted during the testing period (i.e., May 1, 2016 through April 30, 2017); however, evidence was provided that one of the individuals completed the criminal background check prior to issuing the audit report.
 - Five individuals selected for testing (50% of the selected individuals) did not complete education and training requirements during the testing period (i.e., May 1, 2016 through April 30, 2017).

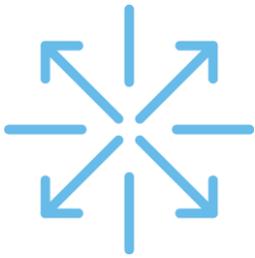
Background and Approach

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 USATT to evaluate compliance with the Athlete Safety Standards. The following activities were performed for this review of USATT:

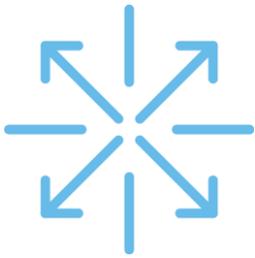
- > Developed and executed an audit program that included:
 - Holding a virtual entrance meeting to discuss and document USATT's SafeSport program and processes.

² 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.



United States Olympic Committee
USOC SafeSport Audit of USA Table Tennis

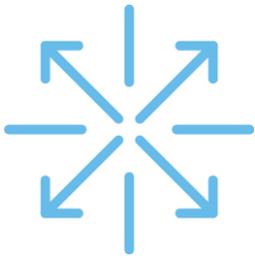
- Selecting a sample of 10 from the required individuals to ensure a background check was performed and education and training was completed. See **Appendix A** for a list of documents reviewed.
 - Reviewing USATT's athlete safety policy and determining whether the following was addressed:
 - Required 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 USATT. See **Appendix B** for a list of individuals interviewed.
- > 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.



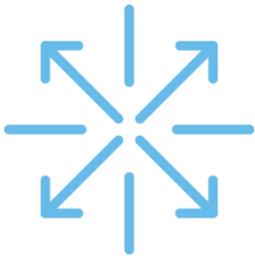
Detailed Report

The tables below represent opportunities to enhance the design and effectiveness of USATT's compliance with the Athlete Safety Standards.

| 1. Athlete Safety Standards - Application of the SafeSport Policy | |
|---|---|
| Criteria | The Athlete Safety Standards state that the policy shall apply to (1) NGB employees; (2) athletes the NGB designates for the USADA required testing pool (RTP); and (3) individuals the NGB formally authorizes, approves or appoints (a) to a position of authority over, or (b) to have frequent contact with athletes. |
| Condition | USA Table Tennis' SafeSport-related documentation and administrative materials does not specifically indicate that the overall policy applies to employees. |
| Cause | USATT may not have updated its SafeSport-related documentation and administrative materials to align with requirements in the Athlete Safety Standards. |
| Effect | <p>USATT may not be in compliance with the Athlete Safety Standards. USATT must be in compliance with the Athlete Safety Standards to be a member in good standing. Noncompliance with the Athlete Safety Standards can result in disciplinary action by the USOC including withdrawal of high performance funding.</p> <p>Additionally, athletes may have contact with employees who are not aware of SafeSport misconduct and the potential impact to athletes' well-being.</p> |
| Recommendation | <p>USATT must update their SafeSport-related documentation and administrative materials to include the policy applies to USA Table Tennis' employees. Compliance with these requirements must be completed within 90 days of receipt of the final audit report.</p> <p>For example, the following language could be used in place of the current policy language, "The policy shall apply to (1) NGB employees; (2) athletes the NGB designates for the USADA required testing pool (RTP); and (3) individuals the NGB formally authorizes, approves or appoints (a) to a position of authority over, or (b) to have frequent contact with athletes."</p> |
| Management response | We agree with the condition and recommendation and will respond to the USOC with a detailed plan to ensure compliance with the current NGB Athlete Safety Policy. Our plan will be submitted to the USOC within the 90 day timeline referenced above. |

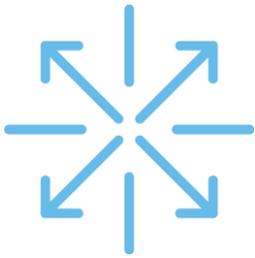


| 2. Athlete Safety Standards - Criminal Background Checks and Education and Training Testing | |
|--|--|
| Criteria | The Athlete Safety Standards state each NGB/HPMO shall require criminal background checks and education and training for those individuals it formally authorizes, approves, or appoints (a) to a position of authority over, or (b) to have frequent contact with athletes. |
| Condition | <p>Requiring criminal background checks and education and training is not consistently enforced by USATT. The following exceptions were identified during our testing:</p> <ol style="list-style-type: none"> 1. Five individuals selected for testing (50% of the selected individuals) did not have criminal background checks conducted during the testing period (i.e., May 1, 2016 through April 30, 2017); however, evidence was provided that one of the individuals completed the criminal background check prior to issuing the audit report. 2. Five individuals selected for testing (50% of the selected individuals) did not complete education and training requirements during the testing period (i.e., May 1, 2016 through April 30, 2017). |
| Cause | USATT may not be consistently tracking and monitoring compliance with the criminal background checks and education and training requirements of the Athlete Safety Standards. |
| Effect | <p>Individuals the USATT formally authorizes, approves or appoints (a) to a position of authority over, or (b) to have frequent contact with athletes may not be in compliance with the SafeSport program because they have not completed criminal background checks and/or education and training prior to having contact with athletes. USATT must be in compliance with the Athlete Safety Standards to be a member in good standing. Noncompliance with the Athlete Safety Standards can result in disciplinary action by the USOC including withdrawal of high performance funding.</p> <p>Also, athletes may have contact with individuals who are unaware of SafeSport misconduct and the potential impact to athletes' well-being and/or have contact with individuals who have a criminal history, which could put athletes at SafeSport-related misconduct risk.</p> |
| Recommendation | USATT must require that individuals it formally authorizes, approves, or appoints (a) to a position of authority over, or (b) |



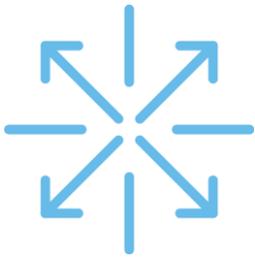
2. Athlete Safety Standards - Criminal Background Checks and Education and Training Testing

| | |
|----------------------------|---|
| | <p>to have frequent contact with athletes complete criminal background checks and education and training requirements in a timely manner and before they have contact with athletes to provide assurance that they are educated on the requirements of the Athlete Safety Standards. The USATT must consistently track and verify criminal background checks and education and training requirements are met for all Required Individuals. Compliance with these requirements must be completed within 90 days of receipt of the final audit report.</p> <p>USATT should review the testing results and require all necessary individuals to complete the necessary requirements (i.e., criminal background check and/or education and training).</p> |
| Management response | <p>We agree with the condition and recommendation. USATT expects to be in substantial compliance by January 1, 2018. USATT further expects that if it is in substantial compliance by January 1, 2018, that will be within 90 days of the issuance of the Final audit report.</p> |



United States Olympic Committee
USOC SafeSport Audit of USA Table Tennis

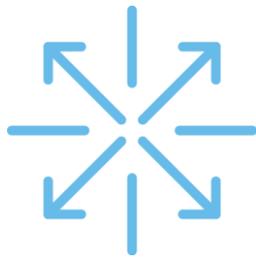
Report Appendices



Appendix A: Documents Reviewed

We reviewed the following documents:

- > Athlete Safety Standards Program Questionnaire
- > Bylaws of United States Table Tennis Association, Inc.
- > Population listing of “required individuals” (i.e., covered individuals required to undergo background check and training)
- > USA Table Tennis SafeSport Policies and Procedures



Appendix B: Personnel Interviewed

We interviewed the following personnel:

- > Gordon Kaye, Executive Director
- > Dennis Taylor, General Counsel