

USOPC NGB AUDIT

USA VOLLEYBALL

ADDENDUM REPORT

April 21, 2023

EXECUTIVE SUMMARY

Background, Scope, and Objectives¹

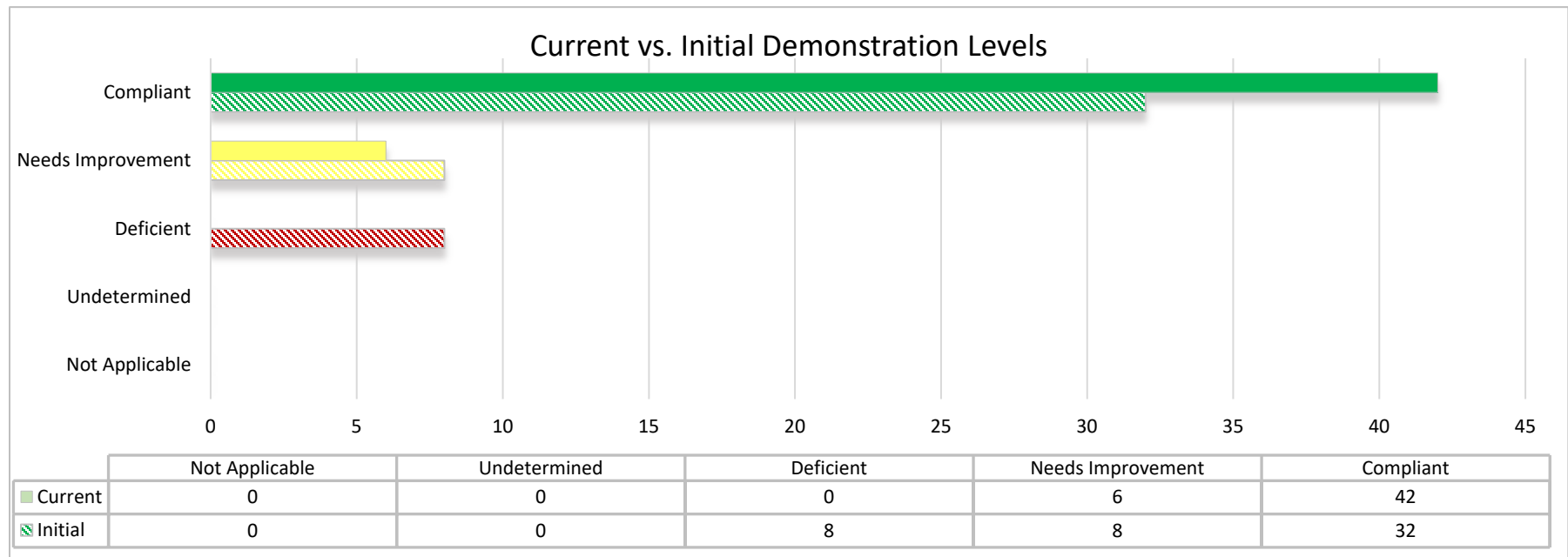
The United States Olympic & Paralympic Committee’s (USOPC) NGB Audit department (Audit) completed an audit of USA Volleyball on July 15, 2022. Following the audit, NGBs have 120 days, unless otherwise specified, to provide evidence of remediation to Audit. Based on the evidence provided, Audit has assigned a Follow-up Demonstration Level² of Compliant, Needs Improvement, or Deficient. Details are provided in the findings below.

Follow-up Summary

Based on the evidence of remediation provided, USA Volleyball has remediated ten findings. Significant progress was made on the remaining open findings, leaving no deficient determinations and with most needing approval or minor edits to updated policies and procedures to be compliant. As of April 20, 2023, USA Volleyball is compliant with 87% of applicable standards. Additional details are outlined below.

DEMONSTRATION LEVEL COMPARISON

The below chart presents the updated distribution of compliance demonstration levels². For further details not provided in this addendum report, please refer to the Audit report posted on TeamUSA.org.



¹For additional information on the background, scope, and objectives, please see the initial audit report.

²See Appendix A

NGB AUDIT FINDINGS - FOLLOW-UP STATUS

All Standards are evaluated against the 2022 Implementation Guide for Audit Standards. Bylaws references are based on the USOPC Bylaws approved in March 2021.

GOVERNANCE AND COMPLIANCE

Needs Improvement		
1	Athlete Advisory Council – A.2 a	Management Action Plan
	<p>FINDING: USA Volleyball does not require all AAC representatives to complete a conflict of interest form or to submit any other disclosures prior to their election.</p> <p>In addition, USA Volleyball's USOPC AAC alternate representative is not automatically a member of the NGB's AAC.</p>	<p>USA Volleyball will work with the AAC to ensure that all AAC candidates complete required disclosures prior to election. Additionally, all AAC members will be required to annually complete a conflict of interest form.</p> <p>USA Volleyball will add the USOPC AAC alternate representative to the internal AAC and will update the AAC Manual to reflect this change.</p> <p>Due Date: November 1, 2022</p>
Follow-up Level: Needs Improvement		
USA Volleyball required all AAC members to complete a conflict disclosure form. However, other disclosures were not solicited prior to elections. In addition, while the AAC Manual allows the USOPC AAC Alternate Representative to be a member of the USA Volleyball's AAC, the seat is non-voting and the current alternate representative is not a member.		
2	Bylaws – A.3 a	Management Action Plan
	<p>FINDING: There are elements missing from USA Volleyball's Bylaws in the following areas: general bylaw requirements, board responsibilities, board member requirements, and designated committee requirements.</p>	<p>USA Volleyball will work with its Board Governance Committee to add the missing elements to the bylaws.</p> <p>Due Date: November 1, 2022</p>
Follow-up Level: Needs Improvement		
USA Volleyball updated the bylaws to include most of the requirements. However, there are still two elements missing and the bylaws have not been approved.		
3	Statement of Ethics – A.6 a	Management Action Plan
	<p>FINDING: USA Volleyball's Code of Ethics is specific to coaches and there is no statement of ethics applicable to all employees and members.</p>	<p>For the audit period of 2022, USA Volleyball's Code of Ethics does not meet the standard. However, as of January 1, 2023, this will no longer be a requirement; thus no remediation action is required.</p>
Follow-up Level: Compliant		

	As of January 1, 2023, this Standard is no longer a requirement.	
4	Ombuds' Policy – A.8 a	Management Action Plan
	<p>FINDING: USA Volleyball did not include an anti-retaliation statement with the Ombuds' policy posted on their website.</p>	<p>USA Volleyball will include a specific anti-retaliation statement on its website with the Ombud's policy as required.</p> <p>Due Date: September 1, 2022</p>
Follow-up Level: Compliant		
USA Volleyball updated the Ombuds' Policy on the website to include an anti-retaliation statement.		
Deficient		
5	Athlete Representation – A.1 a & b	Management Action Plan
	<p>FINDING: USA Volleyball 's Bylaws are not compliant with the USOPC's requirements in the following areas:</p> <p>First, there is no requirement that 20% of board members be composed of 10-year athletes.</p> <p>Second, it is not stated that at least 50% of board athlete representatives must have obtained eligibility through competing at an event that is on the Delegation Event program.</p> <p>Third, the bylaws do not require that athletes serving on designated committees be selected by the NGB AAC.</p> <p>Fourth, there are no athlete representation requirements outlined for other committees.</p> <p>USA Volleyball does not have the required athlete representation on the following committees: Audit, Finance, and Budget Committee Ethics and Eligibility Committee Governance Committee</p>	<p>USA Volleyball will work with its Board Governance Committee and Board to add following to the bylaws:</p> <p>Add a statement that 20% of Board members must be composed of 10-year athletes.</p> <p>Add a statement that 50% of Board athlete representatives must have attained eligibility through competing at an event that is on the Delegation Event program.</p> <p>Add a statement that the athletes serving on designated committees be selected by the NGB AAC.</p> <p>Ensure that athlete representation requirements are outlined for all committees.</p> <p>USA Volleyball will continue its efforts to solicit athlete participation and will fill committee positions to meet the athlete representation requirements.</p> <p>Due Date: November 1, 2022</p>
Follow-up Level: Compliant		
USA Volleyball updated the bylaws to meet requirements and the Audit, Finance and Budget, Ethics and Eligibility, and Governance Committees now have the required 33.3% representation.		

6	Independent and Affiliate Representation – A.1 c	Management Action Plan
	<p>FINDING: USA Volleyball's Bylaws definition of independent perspective for board members does not meet the requirements. In addition, the bylaws do not provide for at least one available board position for affiliated member(s).</p>	<p>USA Volleyball will work with its Board Governance Committee to reword the language of the independent director position in the bylaws to meet the requirements.</p> <p>In addition, USA Volleyball will create a board seat or the option for a seat to be immediately available for any affiliated members should an affiliate organization be identified.</p> <p>Due Date: November 1, 2022</p>
<p>Follow-up Level: Needs Improvement</p>		
<p>While USA Volleyball updated the bylaws to include the required definition and provide a board position for affiliated member(s), the updated bylaws have not been approved.</p>		
7	Code of Conduct – A.5 a	Management Action Plan
	<p>FINDING: There are elements missing from USA Volleyball's Code of Conduct in the following areas: applicability, organizational expectations, reporting, resolution, policy owner, and resources.</p>	<p>USA Volleyball will update the Code of Conduct to include the missing requirements.</p> <p>Due Date: October 1, 2022</p>
<p>Follow-up Level: Compliant</p>		
<p>USA Volleyball updated the code of conduct to include the missing requirements and the updated policy is posted on the website.</p>		
8	Conflict of Interest – A.6 b	Management Action Plan
	<p>FINDING: There are elements missing from USA Volleyball's Conflict of Interest Policy in the following areas: applicability, organizational expectations, disclosures, reporting, resolution, and policy owner.</p> <p>USA Volleyball's conflict of interest forms were not completed annually, did not include the option to disclose conflict(s) and were not reviewed. Additionally, only board members are required to complete the form.</p>	<p>USA Volleyball will add the missing items to its conflicts of interest policy and implement conflict of interest forms that include disclosures.</p> <p>USA Volleyball will ensure conflicts of interest forms are completed for all required members and will automate annual completion as part of the USA Volleyball membership process. In addition, USA Volleyball will ensure all forms are properly reviewed.</p> <p>Due Date: November 1, 2022</p>
<p>Follow-up Level: Needs improvement</p>		
<p>USA Volleyball updated the conflict of interest policy, however, it is still missing several requirements. In addition, while conflict of interest disclosure forms are now distributed to all required individuals annually, there is no evidence of review or management direction letters and several individuals did not disclose potential conflicts.</p>		

FINANCIAL STANDARDS AND REPORTING PRACTICES

Needs Improvement		
9	USOPC Funding – B.1 c	Management Action Plan
	<p>FINDING: Two expenses were not approved consistent with the financial policies and procedures.</p> <p>USA Volleyball slightly overstated high-performance payroll expenses on the final grant report. Further, management identified one expense that was inappropriately reported against two projects causing an additional overstatement.</p>	<p>USA Volleyball has modified the systematic controls to ensure all CEO expense reports are routed to the CFO for approval.</p> <p>In addition, funding reports will be completed by the finance department representative to the national teams. Prior to the final submission of the funding reports, the financial information will be reviewed by either the controller or CFO. These specific controls will also be added to the Internal Control document.</p> <p>Lastly, the final funding reports for 2021 will be corrected and re-submitted to the USOPC.</p> <p>Due Date: October 1, 2022</p>
<p>Follow-up Level: Compliant</p>		
<p>USA Volleyball implemented systematic controls to ensure CEO expenses are appropriately approved and updated the financial policies and procedures to include review procedures for grant reports. The 2021 final funding report was corrected and resubmitted to the USOPC.</p>		

ATHLETE PROTECTION AND RIGHTS

Needs Improvement		
10	USOPC Athlete Safety Requirements – C.3 a	Management Action Plan
	<p>FINDING: USA Volleyball does not have a written process to report potential allegations or temporary measures to the USOPC Office of Athlete Safety when required.</p>	<p>USA Volleyball will modify its background check review policy to add a written process for reporting to the USOPC Office of Athlete Safety when required.</p> <p>Due Date: October 1, 2022</p>
<p>Follow-up Level: Compliant</p>		
<p>USA Volleyball updated the background check policy to include reporting requirements, and are following these requirements in practice.</p>		
Deficient		
11	Anti-Doping Policy Language – C.4 b	Management Action Plan

<p>FINDING: USA Volleyball's Bylaws do not contain the required anti-doping language for NGBs with organizational members.</p> <p>Additionally, the Code of Conduct does not contain all the required anti-doping language.</p>	<p>USA Volleyball will work with its Board Governance Committee to add the required anti-doping language to its Bylaws.</p> <p>In addition, USA Volleyball will add the required anti-doping language to its Code of Conduct.</p> <p>Due Date: October 1, 2022</p>
<p>Follow-up Level: Compliant</p>	
<p>USA Volleyball updated the bylaws and code of conduct to include the required language.</p>	

SPORT PERFORMANCE

Deficient		
12	Event Sanctioning – D.3 b	Management Action Plan
	<p>FINDING: USA Volleyball's sanctioning document(s) do not have any of the required elements.</p>	<p>USA Volleyball will work with its Board and its Regions to add the required elements to relevant policies.</p> <p>Due Date: November 1, 2022</p>
<p>Follow-up Level: Needs Improvement</p>		
<p>USA Volleyball drafted the sanctioning requirements document which includes the required elements. Once the document is implemented USA Volleyball will be compliant.</p>		
13	Paralympic Classification – D.3 c	Management Action Plan
	<p>FINDING: USA Volleyball does not have national classification policies and procedures that comply with the U.S. Paralympics National Classification Policies & Procedures and the IPC Athlete Classification Code and International Standards.</p>	<p>USA Volleyball will work with its Paralympic team, coaches, and athletes to adopt the required national classification policies and procedures.</p> <p>Due Date: November 1, 2022</p>
<p>Follow-up Level: Compliant</p>		
<p>USA Volleyball adopted and posted national classification policies and procedures.</p>		

OPERATIONAL PERFORMANCE

Needs Improvement		
14	Whistleblower and Anti-Retaliation Policy – E.5 a	Management Action Plan
	<p>FINDING: There are elements missing from USA Volleyball's Whistleblower and Anti-Retaliation Policy in the following areas: applicability, reporting, and enforcement.</p>	<p>USA Volleyball will add the missing elements regarding applicability, reporting, and enforcement to its Whistleblower and Anti-Retaliation Policy.</p> <p>Due Date: November 1, 2022</p>
	Follow-up Level: Compliant	
	USA Volleyball updated the whistleblower and anti-retaliation policy to include the requirements.	
15	Strategic Planning – E.8 a	Management Action Plan
	<p>FINDING: While USA Volleyball has a strategic plan that includes athletic and organization-wide initiatives, periodic updates are not documented.</p>	<p>USA Volleyball will continue to develop and implement a reporting system for strategic plan progress. USA Volleyball will create a documented report that will be presented to the board, at least annually.</p> <p>Due Date: November 1, 2022</p>
	Follow-up Level: Compliant	
	USA Volleyball implemented a report template to evaluate progress on strategic goals. The strategic planning status will be presented to the board during the first meeting each year and reviewed by management quarterly.	
Deficient		
16	Grievance Procedures – E.4 a & b	Management Action Plan
	<p>FINDING: There are elements missing from USA Volleyball's grievance policy and procedures in the following areas: types of grievances, manner of filing the complaint, administration of the grievance, hearing panel composition, hearing procedures, and resources.</p>	<p>USA Volleyball will update its bylaws and/or create a grievance policy to include types of grievances, manner of filing the complaint, administration of the grievance, hearing panel composition, hearing procedures, and resources.</p> <p>Due Date: November 1, 2022</p>
	Follow-up Level: Needs Improvement	
	While USA Volleyball made updates to the grievance policy, there are still elements missing and the policy does not align with the bylaws.	

Additional updates on findings that have not been remediated will be provided in the NGB Certification Report.

We would like to thank the USA Volleyball staff for their cooperation throughout the audit process.

APPENDIX A – DEMONSTRATION LEVEL DEFINITIONS

Compliant	The NGB, through its written policies and procedures, as well as its execution of those policies and procedures, mostly demonstrates that it is meeting the elements of the standard.
Needs Improvement	The NGB, through its written policies and procedures, as well as its execution of those policies and procedures, demonstrates that it meets many elements of the standard, but changes or improvements are necessary to fully meet the standard.
Deficient	The NGB, through inadequate written policies and procedures and/or poor execution of those policies and procedures, demonstrates that it is not meeting several elements of the standard.
Not applicable/ undetermined	Not applicable indicates the standard does not apply to the NGB and will not be evaluated. Undetermined indicates a reason a determination cannot be made at this time; however, the standard will be evaluated at a later date. Additional details are provided as necessary.