



CALENDAR YEAR _____
**USA BOXING CONFLICT OF INTEREST
ANNUAL DISCLOSURE CERTIFICATION**

***** PLEASE SIGN AND RETURN *****

USA Boxing, Inc. is committed to sustaining an ethical workplace free of conflicts of interest and perceived conflicts of interest.

USA Boxing (USAB) requires that its Board members, employees, contractors, standing committee members and volunteers recognize and avoid activities or investments which involve, might appear to involve, or could result in a potential conflict of interest. In order to ensure that all conflicts of interest, potential conflicts of interest and perceived conflicts of interests are properly addressed, all Board members and employees are required annually to complete a Disclosure Certification. New employees are also required to complete a Disclosure Certification when they join USAB.

The purpose of the Disclosure Certification and annual disclosure process is to enable the self- identification of conflicts and potential conflicts. A conflict of interest exists when an individual's activities or interests interfere with, influence, or have the potential to interfere with or influence his or her responsibilities on behalf of USAB or undermine the interests of USAB.

Examples of direct or potential conflicts of interest are listed below. If you are unsure whether a specific activity creates a conflict of interest or perceived conflict of interest, it is better to disclose it. (Please read the USA Boxing Code of Ethics has further information on conflict of interest violations). For purposes of USAB's disclosure process, "family member" includes spouse, child, stepchild, parent, sibling, domestic partner, parent of spouse/domestic partner and sibling and child of domestic partner. In addition, there are many circumstances in which there may be an appearance of conflict -- that is, the rules may not specifically identify a relationship as involving a conflict, but a reasonable person might interpret the relationship as one on which your interest with USA Boxing conflicts with some other interest you may have. This should always be disclosed, even if you are sure that your position is not compromised. Direct and potential conflicts of interest that should be disclosed, include, but are not limited to:

- You own a business, maintain a second job or provide goods or services under a provider, contractor or consulting agreement and the business outside USAB that you are involved with provides goods or services to USAB.
- You or a family member acts as an agent, representative, or consultant to a business whose interests may conflict with the interests of USAB.
- You participate in activities or maintain interests that interfere with the satisfactory performance of USAB work assignments on behalf of USAB (this could include outside employment, membership on Boards or any other non-work activity that interferes with your ability to devote your full time to your USAB responsibilities).
- You or your family members are involved in outside Olympic related organizations or committees (whether as an employee, Board member or volunteer) such as Bid Committees, other NGBs, the IOC, NOCs, and PASO.
- You or your family member holds a position of executive, officer or director of an NGB or other sport organization that interacts with the USAB.

_____ Please initial as read

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- You or your family members have a business relationship with a sponsor, supplier, licensee or vendor of USAB.
- You or your family members have substantial personal or family financial interests in a potential or actual supplier or sponsor. (1% of issued and outstanding securities of corporations whose securities are traded publicly.) Ownership of mutual funds is excluded from disclosure.
- You award USAB business to, or provide favorable treatment to, a business owned or controlled by a volunteer, family member or personal friend.
- You solicit gifts or gratuities using your USAB role.
- You accept discounts, gifts or gratuities valued more than \$100.00 from an entity doing business with USAB or an entity seeking business with USAB.
- You have a relationship (family member, coach etc.) with an athlete or an activity involving an athlete.

DISCLOSURE PROCESS / INSTRUCTIONS:

This Annual Disclosure Form must be completed each year by all USA Boxing Board members, employees, contractors, committee members and volunteers. The USA Boxing Ethics Committee will review all disclosure forms including the Executive Director’s form; however, all other employee forms will be reviewed by the Executive Director and Human Resources Manager. In addition, you must disclose any new relationships that involve actual or apparent conflicts of interest that arise between annual disclosures.

Completion of this Disclosure Certification and disclosure of any relevant activities or interests on the attached “Outside Interests or Activities Disclosure” is required to ensure that business decisions made on behalf of USA Boxing are protected from potential outside influence. Individuals who do not complete this form, disclose conflicts, or provide false or misleading information, will be subject to disciplinary measures, which may include termination of employment or expulsion from the board, committee, or task force. Conflicts of Interest relating to the Athlete Selection Committee and Judicial Committee including hearing panel members are further addressed in the USA Boxing Athlete Selection Process and the USA Boxing Grievance Policy, which are posted on the USA Boxing website.

The disclosure of a conflict or potential conflict will not necessarily prohibit involvement in the disclosed activity or with USAB nor will there be any retaliation for disclosing the conflict. Rather, each disclosure will be reviewed individually by the Ethics Committee and/or Board of Directors. Actions may be recommended to protect the individual and USAB from conflicts. These actions may include limitation of involvement, separation from certain USAB activities or requests to cease the activity in question. All follow-up will be discussed with the individual directly. If necessary, managers will also be included in the discussion. All potential conflicts of interest will be reported/documentated in employee or contractor files or in meeting minutes. The Executive Director is the responsible for the enforcement of the conflict of interest policy.

NON-DISCLOSED CONFLICTS OF INTEREST:

Any individual may report without retaliation a suspected conflict of interest of another individual to the Ethics Committee. Please contact the Membership Director for the Ethics Committee contact information. The Ethics Committee, a disinterested party is responsible for investigating and resolving potential violations. All individuals can dispute violations with a grievance to the Judicial Committee. Conflict of Interest violations involving athletes will be resolved by the Executive Director and the disinterested party of the USOPC Athlete Ombudsman office.

For more information about the Conflict of Interest Disclosure, please contact the Membership Director at 719-866-2311, Human Resources Manager at 719-866-2324, or Executive Director at 719-866-2306. If a conflict of interest involves an athlete, please contact the Executive Director and the USOPC Athlete Ombudsman Office at 719-866-5000.

_____ Please initial as read



___BY SIGNING BELOW, I HEREBY CERTIFY THAT:

I have reviewed the above Conflict of Interest Disclosure and the USA Boxing Code of Ethics and agree to abide by the requirements.

___ I do not have, nor do I presently anticipate, any potential conflicts described above and understand my obligation to immediately disclose when a potential conflict occurs.

OR

___ I have a potential outside interest conflict and have listed them below for review.

LISTED BELOW ARE MY POTENTIAL CONFLCIT OF INTERESTS:

SHOULD A POTENTIAL CONFLICT ARISE DURING THE YEAR, YOU ARE EXPECTED TO UPDATE THIS FORM AND SUBMIT IT TO THE NATIONAL OFFICE.

Signature: _____

Date: _____

Print name: _____

Reviewed By: _____