



## **Statement of Principles, Ethical Behavior, Non-Disclosure, and Conflict of Interest Policy 10/21**

All groups and persons who choose to serve United States Pentathlon Inc., (dba USA Pentathlon Multisport USAPM), including board members, coaches, athletes, staff, volunteers, employees or contractors and their immediate family members, are held to the highest standards of conduct and are accountable for acts in violation of this agreement. As guardians and custodians of Olympic ideals they assume an obligation to subordinate individual interests to the interest of the Olympic movement. What may be considered acceptable conduct in some businesses may be inappropriate in Olympic service and in service to USAPM.

Those who serve USAPM must do so to avoid any institutional loss or embarrassment and to behave in such a way that the organization's trust and public confidence are enhanced. It is important to avoid any real conflict of interest as well as to avoid even the appearance of a conflict of interest.

While no set of guidelines can guarantee acceptable behavior, the principles which guide behavior in this area are disclosure, physical absence and non-participation in the decision making process where personal or family gain is a possibility, and a commitment to honor the confidentiality of organizational information. All conduct is founded on integrity. Any individual accepting the honor of serving USAPM must also accept these principles.

In our complex society of intermix of volunteer work, business interests, governmental activity, and family relationships often create potentially conflicting interests. What is required is disclosure of conflicting interests when they arise, as well as physical absence from and strict non-participation in any process relating to the matter in question. Conflict of interest shall include but not be limited to conditions where a member, businesses of members, or family are enhanced in financial means, position, gift, or services, that would not be accessible in absence of the member affiliation and service to USAPM, in any capacity. The following guidelines are examples of acceptable conduct but are not entirely inclusive. Good judgement following these guidelines and principles should prevail.

1. The business of USAPM is to be conducted in observance of both the spirit and letter of applicable federal and state laws.
2. All individuals who act on behalf of USAPM or its Committees or Subcommittees will be required to avoid all appearances of conflict of interests and shall maintain the confidentiality of all materials and information of the Committee or Subcommittee on which they serve. All individuals will make full disclosure of the nature and extent of any actual or potential conflict of interest when they first become aware of a conflict. In the consideration of an issue, where possible conflicts exist, such individuals will avoid evaluating, or in any other way influencing, directly or indirectly. Or voting on the matter involved and will be physically absent during the evaluation and vote and shall not take part in any of the discussion or processes of the committee or subcommittee that ultimately proffers a recommendation to USAPM.
3. All are expected to exhibit honesty, loyalty, candor and professional competence in their relationships with USAPM and with each other.
4. Each individual has the responsibility to maintain and shall maintain the confidentiality of the organization in all matters of business in service to a committee or subcommittee. This includes both proprietary and sensitive information.
5. No member of a Committee or Subcommittee of USAPM should vote on an issue pending before that Committee or Subcommittee where there is a direct or indirect benefit to that member or to a member of his or her immediate family. Coaches and instructors should refrain from voting on issues affecting their own students.

Breach of terms of this document may be considered grounds for immediate suspension from participation in the activities of USAPM. Individuals will have the right to a hearing provided for in the USAPM Bylaws.



I acknowledge receiving and understanding of USAPM's Statement of Principles on the Ethical Behavior and Conflict of Interest. I pledge my full support of the spirit and the letter of the requirements contained therein. I have completed the attached Conflict of Interest Disclosure Statement in its entirety and to the best of my knowledge.

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Print Name

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Signature

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Date

Retain the Statement of Principles. Return this acknowledgement and a signed Conflict of Interest Disclosure Statement to the attention of the MD/CEO at the USA Pentathlon National Office.

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