



**WHISTLEBLOWER POLICY
OF
USA RACQUETBALL, INC.**

**APPROVED 5/8/21
REVISED 3/28/22**

1. Purpose

This Whistleblower Policy (the “Policy”) is intended to support a strong culture of integrity and ethical conduct at USA Racquetball by encouraging, valuing, and protecting good faith reporting by athletes, directors, officers, employees, members, committee members, task force members, hearing panel members, contractors, and volunteers (“Affiliated Individuals”) of USA Racquetball of any alleged violation of any applicable law or policy or any potential ethics issue.

The freedom to speak up means being able to raise concerns in whatever way is most comfortable and effective and feeling free to cooperate in investigations that follow. It also means that USA Racquetball has zero tolerance for retaliation of any kind against people who speak up in good faith.

2. Violations Covered by this Policy

This Policy is for use where there may be a violation of:

- Compliance with State and Federal Laws
- Compliance with the Ted Stevens Olympic and Amateur Sports Act of 1978
- Compliance with United States Olympic & Paralympic Committee (USOPC) Bylaws
- Compliance with USA Racquetball’s Bylaws, policies, and/or procedures
- USA Racquetball’s Principles of Ethics
- USA Racquetball’s accounting or financial practices (e.g., fraud)

If an Affiliated Individual is unsure about whether a matter might be a policy violation or is unsure about their reporting responsibility for a particular type of matter, they can start by reviewing the particular policy involved. USA Racquetball staff should refer to the USA Racquetball Employee Manual or reach out to the USA Racquetball Executive/Ethics/Personnel/Grievance Committee for more information.

Also, keep in mind that some violations **must** be reported. Specifically, please be familiar with the requirements in the SafeSport Code. And of course, if an Affiliated Individual suspects any criminal activity against a person or property, they should report this directly to law enforcement immediately.

Nothing in this Policy changes or replaces any mandatory reporting obligations under the SafeSport Code for the Olympic and Paralympic Movements. Contact the USA Racquetball's Manager of Athlete Safety if there are questions about these obligations.

3. Reporting

No Retaliation

USA Racquetball has an open-door policy and encourages Affiliated Individuals to share questions, concerns, suggestions, or complaints in the way through which and to the people with whom they are most comfortable. This means Affiliated Individuals have options for how to report any concern about a potential ethical, policy, financial, or legal violation.

USA Racquetball has zero tolerance for retaliation against people who make good faith reports of potential ethical, policy, financial, or legal violations, or who cooperate with investigations of those reports. That means no Affiliated Individual may threaten, harass, discriminate against, or take any negative employment (where applicable) or participation-related action (e.g., discharge, demotion, suspension, non-assignment, negative review) on that basis.

Any such retaliation can be reported as described above in the same way as any other policy violation. It will be treated as a violation of this Policy and USA Racquetball's Code of Conduct, and it may lead to serious consequences including termination of employment or participation for anyone involved in retaliation.

How to Report

Affiliated Individuals may always report to a USA Racquetball staff member or their supervisor (if applicable), or the Affiliated Individual can make a report to the Executive/Ethics/Personnel/Grievance Committee. These are people who can also discuss concerns and help make sure they are addressed. Affiliated Individuals can also make a report to the Executive Director/CEO or any Board member.

Please remember that in the role of reporter, Affiliated Individuals do not need to (and should not) investigate the matter of concern or determine fault or how to fix it. The Affiliated Individual does his or her part by making it known so the right people can take action. Investigations of reports are discussed below.

Acting in Good Faith

Just as we need to make sure that no one in our community is fearful of speaking up, we also need to make sure that no one in our community is fearful about false reports that might harm them.

With that in mind, anyone reporting a perceived ethical, policy, financial, or legal violation must be acting in good faith and have some basis for believing there may be a violation. Anyone who makes a false report knowing that it is false or that it has no basis is violating this Policy and the USA Racquetball Code of Conduct in the same way as someone retaliating against a good faith reporter.

Such a violation may itself be reported under this Policy and it may lead to serious consequences, including termination of employment or participation.

The right of the whistleblower for protection against retaliation does not include immunity for any personal wrongdoing that is alleged and investigated.

4. Investigation

Once a report is made in one of the ways described above, the individual/entity receiving the report is responsible for transmitting it to who can best address the concern, based on the matter reported and in keeping with other appropriate policies. In all cases, USA Racquetball is committed to ensuring that no good faith report goes unheard or ignored.

The Executive/Ethics/Personnel/Grievance Committee and/or CEO are responsible for coordination so that reporters can be confident that reported concerns get to those best positioned to act on them. Regular reports will be made to the entity/individuals overseeing the reported concern(s).

The Executive/Ethics/Personnel/Grievance Committee and/or the Executive Director will make determinations on alleged violations and will include athlete involvement as indicated/required.

Investigation and determination will be executed by non-biased and impartial parties.

At the conclusion of an investigation, the Executive/Ethics/Personnel/Grievance Committee and/or CEO will make the final determination on whether a violation occurred and will communicate such to the reporting party(ies).

5. Confidentiality

In many cases, a reported matter will require investigation in order to reach the right resolution. Cooperation as a reporter or otherwise may be very helpful and much appreciated. Reports will be treated as confidentially as possible; some information may have to be disclosed to certain parties in order to conduct a thorough investigation, to comply with the law, and to provide accused individuals access to due process.

6. Follow-Up

If an Affiliated Individual reports an alleged violation of ethics, USA Racquetball policy, or applicable laws, USA Racquetball will report back to the Affiliated Individual on the progress and investigation results as appropriate. The Affiliated Individual may feel free to follow up to learn more from the person they originally reported to. Confidentiality and legal obligations may affect the details available.

Follow-up on a reporter's complaint will be handled under the auspices of the appropriate USA Racquetball policy (Conflicts of Interest, Code of Conduct, etc.), which will contain appropriate investigation procedures and appropriate checks to ensure that conflicted individuals are not involved in decision-making processes related to the complaint.

If the investigation of a report that was made in good faith is not to the satisfaction of the reporter, then the reporter may report that as well.

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