

**APPENDIX III**  
**CODE OF CONDUCT AND ETHICS**  
**USA WATER SKI & WAKE SPORTS**  
**APPROVED OCTOBER 26, 2021**

USA Water Ski & Wake Sports (USA-WSWS) is committed to providing a safe and ethical environment for all of its members, affiliated clubs, independent contractors, athletes, volunteers and employees (collectively “Colleagues” for purposes of this Code of Conduct and Ethics). USA-WSWS has adopted this Code of Conduct and Ethics (“Code of Conduct”) which governs all Colleagues (except as expressly limited, such as the annual reporting obligation) in USA-WSWS activities. This Code of Conduct and Ethics is intended to provide general concepts and guidance to all Colleagues, so they understand what types of behavior and decisions are acceptable and encouraged by USA-WSWS. General concepts include common principles of ethics based on USA-WSWS’ organizational values, such as respect for others, integrity and honesty, competence and accountability, and teamwork.

**I. PRINCIPLES OF ACCEPTABLE AND ETHICAL CONDUCT**

As a part of this Code of Conduct, and Ethics all Colleagues must:

1. Be knowledgeable of, and abide by USA-WSWS’s Bylaws, Policies (including USA-WSWS’s SafeSport policies), Competition Rules, and other member requirements as adopted and in effect from time to time.
2. Be knowledgeable of, and abide by USOPC’ s Rules, Policies and Procedures as adopted and in effect from time to time.
3. Be knowledgeable of, and abide by the Olympic Movement Code on the Prevention of the Manipulation of Competitions, as adopted and in effect from time to time.
4. Be knowledgeable and abide by all federal, state and local laws and regulations governing or applicable to USA-WSWS activities.
5. Resolve all alleged ethical and conduct violations in a fair, direct and prompt manner.
6. Preserve USA-WSWS’ stewardship role for water ski and wake sports.
7. Handle and engage in all USA-WSWS activities honestly and ethically, and in accordance with this Code of Conduct of Conduct.
8. Additionally, all Colleagues must exercise any duties and responsibilities undertaken on behalf of USA-WSWS (such as being an official, coach, director, officer, committee representative, or as an employee) (a) in good faith, (b) with the care an ordinarily prudent person in a like position would exercise under similar circumstances, and (c) in a manner that the Colleague reasonably believes to be in the best interests of USA-WSWS. This Code of Conduct establishes minimum standards of acceptable conduct, and all Colleagues are expected to seek clarification or direction from the Ethics Committee Chair (who shall respond in consultation with the Ethics Committee) if they are uncertain about what is required or if they have any questions as to how this Code of Conduct may apply to their circumstances.

This Code of Conduct is intended to set forth the principles and procedures for defining, preventing, and addressing violations of USA-WSWS’ ethical and conduct standards, consistent with USA-WSWS’ Bylaws, Competition Rules, and other member requirements which may be adopted from time to time. **The standards set forth in this Code of Conduct are mandatory, and must be followed by all USA-WSWS Colleagues.** This Code of

Conduct applies to all USA-WSWS Members and all other Colleagues. **USA-WSWS national team athletes will also be required to sign a team Code of Conduct and U.S. Team Agreement, which will apply in addition to this Code of Conduct (and which extend from this Code of Conduct to the extent that any higher or stricter standard applies under the team Code of Conduct or U.S. Team Agreement).** USA-WSWS employees may also be subject to additional requirements as set forth in USA-WSWS' employee policies.

## **II SCOPE OF THE CODE OF CONDUCT**

The standards set forth in the Code of Conduct are mandatory; they must be followed by all Colleagues.

## **III LEADERSHIP RESPONSIBILITIES**

USA-WSWS Colleagues holding positions of leadership, specifically including all persons in positions of influence and authority, must exercise their responsibility in a manner that ensures that Colleagues have sufficient information to comply with applicable laws, regulations, and policies, provides the resources required to resolve ethical concerns, creates a culture that promotes the highest standards of ethics and conduct, and never sacrifices ethical and compliant behavior in the pursuit of other organization objectives.

In exercising any duties and responsibilities undertaken on behalf of USA-WSWS, officers, directors, committee persons and employees, and all persons in positions of influence and authority, of USA-WSWS are subject to the laws of the State of Florida relating to the exercise of those duties in good faith, with ordinary and prudent care, and in a manner reasonably believed to be in the best interests of USA-WSWS. No such person shall be personally responsible to USA-WSWS for monetary damages for breach of fiduciary duty to USA-WSWS unless any such damages result from (a) a breach of loyalty, (b) acts or omissions not in good faith or that involve intentional misconduct or a knowing violation of law, or (c) transactions from which the director, officer, or committee member directly or indirectly derives an improper personal benefit.

## **IV OPEN COMMUNICATIONS**

USA-WSWS recognizes that open and honest communication is essential to achieving the productive and transparent environment necessary to protect the integrity of sport. All USA-WSWS Colleagues are encouraged to create an environment and culture in which asking questions and challenging the status quo is encouraged and rewarded.

## **V LEGAL AND REGULATORY COMPLIANCE**

USA-WSWS requires all Colleagues to abide by all applicable USA-WSWS Bylaws, Policies and Procedures, USOPC Rules, Policies and Procedures, and all United States federal, state, and local laws, including the Ted Stevens Olympic and Amateur Sports Act, and foreign laws, as applicable. The Code of Conduct operates in tandem with the policies and procedures of USA-WSWS, USA-WSWS's staff, and with all applicable U.S. and foreign laws and regulations. Where more than one set of laws, regulations, local customs, or norms exist, USA-WSWS Colleagues shall use the highest standard of behavior or the most restrictive requirement that applies.

Officers of USA-WSWS cannot also serve as officers of another National Governing Body designated and recognized by USOPC.

All questions regarding conflicts of law, such as a conflict between any United States and foreign law, or regarding the legality of any action should be directed immediately to the USA-WSWS Executive Director and President for information and guidance.

## VI CONFLICTS OF INTEREST

USA-WSWS has instituted a strict policy regarding conflicts of interest which applies to all Colleagues, including but not limited to all USA-WSWS employees, Board of Directors members and officers, all members of any committee or task force, all hearing panel members, and all independent contractors and volunteers when acting in any capacity or role relating to USA-WSWS. All Colleagues must maintain their independence when acting in an official capacity for USA-WSWS (including a volunteer capacity, such as work as a board or committee member, or as an event official) and conduct all such activities ethically, and never use their position to further their own (or an immediate member of their family or household) or a friend's personal interest.

All USA-WSWS Colleagues must refrain from any activity or investment that creates, or that might appear to create, a Conflict of Interest. This policy requires all Conflicts of Interest, either actual or perceived, to be immediately reported following the procedures detailed below. This policy is intended to supplement but not replace all applicable state and federal laws governing conflicts of interest in nonprofit or charitable organizations.

Specifically, all Colleagues must be free from any influence which might interfere with the proper and efficient discharge of their duties, or which might be inconsistent with their loyalty to USA-WSWS. It is also the duty of USA-WSWS Colleagues not to use their position with USA-WSWS for personal advantage or gain, either for themselves or for a member of their family, or to attempt to influence other Colleagues to do so:

- A. Colleagues shall not accept monetary compensation or benefit other than normal salaries and business expense reimbursement for services within the scope of their duties to USA-WSWS. In addition, no Colleagues, except for athletes speaking on the subject of their competitive experiences, shall accept honoraria for speaking engagements where the subject of the discussion relates to activities of a USA-WSWS sports discipline.
- B. It is normal and acceptable for a Colleague to be provided meals, lodging and event clothing when acting in an official capacity at a USA-WSWS sanctioned event. It is also normal and expected that members and staff of a competition team representing a USA-WSWS sports discipline will be provided travel expenses and competition or event clothing.
- C. No Colleague shall engage in outside activities that are in clear and direct conflict with the interests of the USA-WSWS.
- D. Colleagues should act with honesty and integrity in all actions taken in any official USA-WSWS capacity.
- E. Colleagues shall attempt to remain free from obligations to, or relationships with, any person or concern with which USA-WSWS has a business or other relationship. Where a Colleague has such an obligation or relationship, he or she shall disclose it to the Ethics Committee Chairman, who in consultation with the

Ethics Committee, shall have the authority to approve or disapprove of the obligation or relationship. The Ethics Committee could request the individual to:

1. Excuse himself or herself from any formal or informal discussions related to the relationship between the USA-WSWS and the person or concern; and
  2. Abstain from voting and from seeking to influence the vote on any matter related to the person or concern.
- F. USA-WSWS volunteers and employees shall not use assets, intellectual property or confidential or personal information for personal gain.
- G. Colleagues should recognize and attempt to avoid any activity or investment that constitutes or might constitute a Conflict of Interest.
- H. When a matter comes before the Board or any Committee as to which a Director or Committee Representative has a conflict of interest, an alternate without a conflict of interest may be designated (either a designated alternate selected in advance, or by the AAC, the Sport Discipline, or the President, as appropriate) to participate and vote with respect to that matter. If no alternate is designated, the vote shall be re-apportioned such that the conflicted Director's or Committee Representative's vote shall not be given any weight vis-à-vis the outcome of the vote (to avoid abstentions being counted as "no" votes).

The procedures for reporting violations of this Conflict of Interest Policy are set forth below (see Section XII). USA-WSWS' anti-retaliation and whistleblower policies (see below Section XI) are applicable to all reports or complaints relating to this Code of Conduct and Ethics, Conflict of Interest Policy.

**All USA-WSWS Employees, Officers, any individuals involved with selection criteria and procedures, Directors and Committee Members (including Sport Discipline Officers, Directors and Committee Members) must annually complete and return to USA-WSWS a Code of Ethics and Conflict of Interest Reporting Statement ("Reporting Statement"). As new conflicts arise, individuals must update the Reporting Statement by completing a new Reporting Statement, and make proper disclosures as outlined below**

All Reporting Statements, prior to assuming a new role or continuing the same role within USA WSWS, will be promptly reviewed by the Chair of the Ethics Committee, who shall advise and consult with the entire Ethics Committee in the event there is a potential violation, including a lack of disclosure of the perceived, potential, or actual conflict, of this Code of Conduct and Ethics Policy. The Judicial Committee will review the Ethics Chair's Conflict of Interest Disclosure form in accordance with the USA WSWS Bylaws, Article VIII B.

**Examples of potential conflicts of interest that must be disclosed are listed below including, but not limited to:**

Affiliated Individual or their Family Member owns stock or holds debt or other proprietary interests in any third party dealing or who may potentially deal with USA-WSWS.

**EXAMPLE:** A USA-WSWS board member owns a 70% interest in a company seeking to enter into a contract with USA-WSWS to provide consulting services.

Affiliated Individual or a Family Member owns a business, maintains a second job, or provides goods or services under a provider, contractor, or consulting agreement, where by the outside business provides goods or services to USA-WSWS.

**EXAMPLE:** USA-WSWS is contemplating entering into an agreement with a consulting company owned by a USA-WSWS employee's husband.

Affiliated Individual solicits gifts or gratuities using their USA-WSWS role or accepts personal gifts, loans, gratuities, or discounts from third parties in violation of USA-WSWS Gift & Entertainment Policy. No personal gift of money should ever be accepted.

**EXAMPLE:** A USA-WSWS employee using her position at USA-WSWS to obtain box seats to a sporting event from a vendor for personal use.

**EXAMPLE:** A USA-WSWS board member gets paid a commission if USA-WSWS enters into a particular contract with a third party.

Affiliated Individual or a Family Member acts as an agent, representative, or consultant to a business whose interests may conflict with the interests of USA-WSWS.

**EXAMPLE:** A USA-WSWS board member agrees to promote another USA-WSWS board member in negotiations with potential sponsors or licensees.

Affiliated Individual drafts selection procedures or participates and/or votes within a discretionary selection committee of USA-WSWS when they have a relationship with an athlete who is potentially impacted by the selection procedures (e.g., as coach, trainer, parent, etc.) or when Affiliated Individual might benefit directly or indirectly from the selection method.

**EXAMPLE:** USA-WSWS committee member participating in a decision to select an athlete on USA-WSWS team for World Championships or major international competition when the USA-WSWS committee member is athlete's current coach or family member.

**EXAMPLE:** The AAC athlete representative assisting with drafting, voting on, and/or signing the procedures is also competing for a spot on the team for which the procedures are written.

Resources available for Colleagues having questions, concerns or issues relating to this Conflict of Interest policy, include USA-WSWS Executive Director or the Chair of the Ethics Committee (please email [EthicsChair@usawaterski.org](mailto:EthicsChair@usawaterski.org) for appropriate information) Athletes may also contact the USOPC Athlete Ombuds office (see contact information at <https://teamusa.org/athlete-ombuds>).

The below link to the Code of Conduct and Ethics Policy and Reporting Statement will be emailed at the annual January Board meeting by the USA WSWS administrative staff. To complete and return the Code of Conduct and Ethics Policy and the Conflict of Interest Reporting Statement form at any time, please go to: <https://forms.gle/Jp8SECDtomRoWGu6>

For a hard paper copy of the Code of Conduct and Ethics Policy and Conflict of Interest Reporting Statement form for submission, please contact [EthicsChair@usawaterski.org](mailto:EthicsChair@usawaterski.org).

## VII GIFTS

USA-WSWS has instituted a strict policy regarding gifts, which applies to all Colleagues, including but not limited to all USA-WSWS employees, Board of Directors

members and officers, all members of any committee or task force, all hearing panel members, immediate family members of these individuals, all independent contractors and all volunteers when acting in any capacity or role relating to USA-WSWS. All USA-WSWS Colleagues must refrain from accepting or offering any gift in violation of this Code of Conduct and Ethics, when that gift may influence, or be perceived to influence, their independence or actions when acting in an official capacity for USA-WSWS (including a volunteer capacity, such as work as a board or committee member, or as an event official). Care must also be taken not to influence, or appear to influence, the decision-making processes of third parties through gift giving. To that end, the same restrictions that apply to the receipt of gifts shall apply to the delivery of gifts to third parties. This policy requires all improper gifts (or offers to make improper gifts) to be immediately reported following the procedures detailed below. This policy is intended to supplement but not replace all applicable state and federal laws governing conflicts of interest in nonprofit or charitable organizations.

Except as permitted in this Code of Conduct and Ethics, no Colleague shall accept any gift as a result of their position, including travel and entertainment. The gift policy will also apply to the purchase of goods and services at a price less than would be available to them if it were not for their position with USA-WSWS. Specifically:

- A. Gifts which the recipient reasonably and in good faith believes to have a value of less than \$150, and provided that the cumulative value of gifts from one source in any calendar year does not exceed \$300, may be accepted. In no event, however, may any such gift influence or appear to influence the recipient in the discharge of his or her official duties. No gift with a value of less than \$50 will count toward the \$300 annual limit.
- B. The following gifts shall be permitted:
  1. Gifts from relatives.
  2. Gifts from personal friends, unless the gift is provided because of a USA-WSWS affiliation.
  3. Gifts from USA-WSWS.
  4. Gifts provided as a result of the recipient's outside business or employment activities.
  5. Awards or prizes given to competitors in contests or events open to the public.
  6. Honorary degrees and other bona fide, non-monetary awards presented in recognition of service.
  7. Gifts of personal hospitality.
  8. Commemorative plaques or trophies
  9. Food or refreshments offered as a part of a meal.
  10. Hospitality (e.g., tours, event tickets, meals) provided to groups in conjunction with USA-WSWS board and committee meetings.
  11. Gifts of tickets to athletic events shall also be permitted. This exception shall only apply to spectator events and shall not apply to events in which the recipient participates (e.g., the exception will not apply to a gift of lift tickets). Any gift of tickets with a value in excess of \$150 must be disclosed to the Chairman of the Ethics Committee no later than thirty (30) days after the event in question unless it is exempt by virtue of one of the exceptions listed above.

The procedures for reporting violations of this Gifts Policy are set forth below (see Section XII). USA-WSWS' anti-retaliation and whistleblower policies (see below Section XI) are applicable to all reports or complaints relating to this Gifts Policy.

**All USA-WSWS Employees, Officers, Directors and Committee Members  
(including Sport Discipline Officers, Directors and Committee Members)**  
**VIII USA-WSWS INFORMATION**

All USA-WSWS Colleagues are responsible for the integrity and accuracy of organization documents, communications and financial records. USA-WSWS records serve as a basis for managing its activities and are important in meeting its obligations to vendors, sponsors, government regulators, creditors, the Board, and its members.

USA-WSWS shall maintain a system of internal controls to assure appropriate authorization, recording and accountability of USA-WSWS's assets. USA-WSWS shall maintain high standards of accuracy and completeness in documenting, maintaining, and reporting financial information. USA-WSWS shall also comply with tax and financial reporting requirements. All USA-WSWS financial documentation must reflect actual USA-WSWS funds, assets, and transactions. It must also conform to accounting principles generally accepted in the United States of America.

All responses to requests by internal auditors, legal staff, independent accountants, the Board, and outside counsel, must be complete and truthful. Colleagues must include all relevant information, even if the request does not specifically ask that that be done.

It is a violation of this Code of Conduct to alter or falsify information on any record or document, to intentionally make a false or exaggerated claim to anyone, or to mislead anyone about USA-WSWS activities. USA-WSWS documents and records must be retained according to the law, and our own record retention policies. No one may remove or destroy records before the specified date without first obtaining permission as outlined in USA-WSWS's records management policy.

**IX CONDUCT**

Any one or more of the following shall constitute violations of this Code of Conduct or the USA-WSWS Code of Conduct of Ethics:

1. Drugs and Alcohol. It is the duty of individual members of USA-WSWS to comply with all anti-doping rules of the World Anti-Doping Agency (WADA), IWWF, the USOPC National Anti-coping Policy, and of the U.S. Anti-Doping Agency (USADA), including the USADA Protocol for Olympic and Paralympic Movement Testing (USADA Protocol) and all other policies and rules adopted by WADA, IWWF, the USOPC and USADA. Athlete members agree to submit to drug testing by the IF and/or USADA or their designees at any time and understand that the use of methods or substances prohibited by the applicable anti-doping rules make them subject to penalties including, but not limited to, disqualification and suspension. If it is determined that an individual member may have committed a doping violation, the member agrees to submit to the results management authority and processes of USADA, including arbitration under the USADA Protocol, or to the results management authority of the IWWF, if applicable or referred by USADA. This includes participation in out of competition testing as required by the IWWF, USOPC, USADA and/or WADA Rules.
2. Athlete Team Agreements. All members of USA-WSWS teams and independent athletes entered into international events by USA-WSWS must also adhere to the requirements and obligations set forth in any athlete team Code of Conduct of Conduct and U.S. Team Agreement.
3. Equal Treatment. USA-WSWS strictly prohibits unlawful discrimination or unlawful harassment of any kind. Treating someone in an unlawful discriminatory or harassing manner is a violation of this Code of Conduct and Ethics.

4. SafeSport Policy. Any violation of the USA Water Ski & Wake Sports SafeSport Policy (to be implemented shall be a violation of this Code of Conduct).
5. Fraud, Deception. Any act of fraud, deception, improper use of USA-WSWS assets, or dishonesty in connection with any USA-WSWS-related activity.
6. Inappropriate Conduct. Any non-consensual physical contact, obscene language or gesture, or other defamatory, demeaning, or threatening language (whether written or oral) or conduct directed towards a Colleague is a violation of this Code of Conduct.
7. Conduct Detrimental. Any other material and intentional wrongful act, conduct or failure to act not provided for above, which is detrimental to the image or reputation of USA-WSWS or its Objects and Purposes.
8. Disclosure of Confidential Information. Any intentional or reckless disclosure of material USA-WSWS confidential information.
9. Retaliation. Any retaliation against any person who reports or participates in an investigation of a possible violation of our Code of Conduct and Ethics, including Whistleblowers (see below Section XI). Retaliation shall include (by way of example; other actions may also constitute retaliation) threats or actions of physical harm, threats or actions (including social media postings) which constitute bullying or other misconduct under USA-WSWS' SafeSport Policy, and actions taken to prevent or restrict another person from fully participating as a member of USA-WSWS and its Sports Disciplines.
10. Failing to Report Violations and False Accusations. Any knowing or intentional failure to report a violation of this Code of Conduct or USA-WSWS' Code of Conduct of Ethics, or any false accusation which is knowing or intentional.

## **X RESOLVING ETHICAL AND CONDUCT ISSUES**

Colleagues have an obligation to be familiar with this Code of Conduct and Ethics. Lack of awareness or misunderstanding of an ethical or conduct standard is not itself a defense to a charge of unethical conduct that violates the Code of Conduct. USA-WSWS Colleagues should direct all conduct and ethics questions and concerns to the Ethics Committee or to other appropriate authorities in order to choose a proper response. It is the responsibility of all Colleagues to resolve any issues arising under this Code of Conduct and Ethics before the Colleague takes any action which may be a violation of this Code of Conduct and Ethics. It is intended that this Code of Conduct and Ethics will be strictly enforced.

The following persons shall be required to deliver an annual certification (which can be satisfied by email statement) to the Executive Director of USA-WSWS or her/his designee regarding compliance with this Code of Conduct and Ethics:

1. USA-WSWS and Sport Discipline Board Directors;
2. Members of the USA-WSWS AAC;
3. Members of Designated Committees;
4. Employees of USA-WSWS.

The Ethics Committee shall report all issues, interpretations, and decisions (including guidance provided to Colleagues under this policy) to the Executive Director or her/his designee. All such records shall be permanently maintained as a record of those actions. Those records shall be confidential except for any matters which are reported to the Judicial Committee or for other required reporting activities.

## **XI WHISTLEBLOWER AND ANTI-RETALIATION POLICY**

All Colleagues have the right to report violations of this Code of Conduct and Ethics, or other violations of USA-WSWS' Bylaws, Policies and Rules. Retaliation or threats of reprisal against a Colleague (including any "whistleblower") for reporting or filing a Complaint in good

faith are not permitted and shall be an independent violation of this Code of Conduct and Ethics. These protections include any reports or complaints of violations (whether filed with the Ethics Committee, the Judicial Committee, or otherwise) under (1) this Code of Conduct and Ethics; (2) any Bylaw, Policy or Rule of USA-WSWS or its Sport Disciplines; (3) the Ted Stevens Olympic and Amateur Sports Act; (4) the USOPC Bylaws; or (5) any applicable state or federal law.

These protections include "whistleblowers." A "whistleblower" as defined by this policy is any USA-WSWS Colleague who reports an activity to one or more of the parties specified in this policy that they consider to be illegal, dishonest, unethical or in conflict with the interests of USA-WSWS. Reports should be made as set forth below. All Colleagues must exercise sound judgment to avoid baseless allegations. A Colleague who intentionally files a false report of wrongdoing will be subject to sanctions up to and including termination.

"Whistleblower" protections provide confidentiality and prevent retaliation. Insofar as possible, the confidentiality of the whistleblower will be maintained. However, to conduct a thorough investigation, to comply with the law and to provide accused individuals their legal rights of defense, disclosure of identity may be required. USA-WSWS will not retaliate against a whistleblower. Any "whistleblower" who believes he or she is being retaliated against must contact the USA-WSWS Executive Director immediately, with copies to USA-WSWS' President and the chair of the committee having jurisdiction (Ethics Committee or Judicial Committee).

USA-WSWS has an open-door policy and encourages Affiliated Individuals to share questions, concerns, suggestions or complaints in the way and to the people with which 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-WSWS 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 this Policy and USA-WSWS's Code of Conduct, and may lead to serious consequences up to and including termination of employment or participation for anyone involved in retaliation

The right of the "whistleblower" to protection against retaliation does not include immunity for any personal wrongdoing that is alleged and investigated. USA-WSWS Colleagues with any questions regarding this policy should contact the Ethics Committee at [EthicsChair@usawaterski.org](mailto:EthicsChair@usawaterski.org).

## **XII INVESTIGATION AND ADJUDICATION**

To report a concern or complaint under this Code of Conduct and Ethics, you may contact USA-WSWS' Executive Director, with copies to USA-WSWS' President and the chair of USA-WSWS' Judicial Committee (see contact information on USA-WSWS' website), each of whom shall confirm that receipt of such reports by the others.

All reports and claims of violations under this Code of Conduct and Ethics shall be referred to the Judicial Committee except as follows:

- A. Jurisdiction over issues arising under USA-WSWS' SafeSport Policy shall be as set forth in the Bylaws of USA-WSWS and its SafeSport policy.
- B. Alleged violations involving USA-WSWS employees may be addressed if/as

appropriate by USA-WSWS' Executive Director and USA-WSWS' President.

Matters referred to the USA-WSWS Judicial Committee shall be investigated and resolved in accordance with all Bylaws, and Policies and Procedures, relating to the Judicial Committee.

Although USA-WSWS will review all reports under this Code of Conduct and Ethics, anonymous reporting may make it difficult to properly investigate allegations. To the extent permitted by law, and as appropriate, USA-WSWS will keep confidential the reporter's/complainant's name on request. USA-WSWS will support the reporter/complainant and her/his right to express concerns in good faith, including as set forth in the above Whistleblower Policy (see Code of Conduct and Ethics, § XII. However, false complaints or complaints made in bad faith are prohibited, and may subject the reporter/complainant to disciplinary action depending on the nature of the allegation or complaint.

In certain circumstances, issues may be resolved informally. Any informal resolution must be agreed to by all parties-in interest, and approved by the Executive Director, the Chair of the Judicial Committee, and the President of the Sport Discipline most closely connected to the matter at issue. All informal resolutions must be in writing, and retained as a part of the records of USA-WSWS. If an information resolution is not agreed upon or is otherwise inappropriate, a formal proceeding shall be commenced as set forth above.

Anyone who violates this Code of Conduct and Ethics is subject to disciplinary measures, which may include termination of employment, suspension or expulsion from USA-WSWS. Disciplinary measures may also be taken with respect to senior staff who condone improper conduct by their associates or who do not take measures to correct problems that are brought to their attention.

This policy serves as a framework to guide ethical conduct, but by no means covers every situation. If you are unclear about the requirements of this policy, please consult your supervisor or contact the Chairman of the Ethics Committee. You have a responsibility to ask questions if you have doubts about a situation or proposed course of action.

Resources available for questions, concerns or issues relating to this Code of Conduct and Ethics please email [EthicsChair@usawaterski.org](mailto:EthicsChair@usawaterski.org). Athletes may also contact the USOPC's Athlete Ombuds Office (see contact information at <https://www.teamusa.org/athlete-ombuds>).