

# **USA SHOOTING POLICIES AND PROCEDURES**

## **CODE OF CONDUCT**

This constitutes the Code of Conduct of USA Shooting (USAS), a Colorado nonprofit corporation designated by the United States Olympic Committee (“USOC”) as the National Governing Body (NGB) for the Olympic sport of shooting in the United States of America.

### **A. GENERAL**

1. The vision of USAS is to make the United States of America the best in the world in competitive Olympic style shooting. The mission of USAS is to make the vision a reality by winning medals in Olympic style shooting competition. This will be accomplished by fielding and maintaining teams of world-class shooting athletes; by educating, training, and supporting all members to achieve sustained success in all levels of shooting competition; and by helping athletes to use shooting competition to develop to their highest athletic and personal potential. In furtherance of its mission, USAS selects, trains and provides support for qualified USAS member athletes who desire to participate in the programs and opportunities provided by USAS.
2. This Code of Conduct (Code) has been established to help USAS and its members bring honor and integrity to our country and our sport. Working together not only promotes individual growth, but also creates a spirit of team unity. It is not the intent of this Code to unduly restrict or detract from the overall experience of being a member of USAS and our Teams. The Person In Charge (PIC) of each activity will use their best judgment when determining a code violation and all violations will be adjudicated in accordance with Annex III, giving the member an opportunity to submit an explanation or statement on their behalf. If you have questions concerning any of these rules, you should contact the USAS staff for further explanation.
3. In no event shall USAS deny or threaten to deny an athlete, coach, official or administrator the opportunity to participate in a protected competition (or to attempt to qualify to participate in a protected competition) without notice and a fair opportunity to be heard in accordance with the requirements of the Ted Stevens Olympic and Amateur Sports Act, the USOC Bylaws and/or the grievance procedures of USAS, which shall include the right to a hearing before a Grievance Hearing Panel that includes athletes as described in the USAS Bylaws Article XXII Grievance Procedures – Opportunity to Compete.
4. In becoming a member of USA Shooting, you are making a commitment to USAS and to the acceptance of the rules and standards of this Code.
5. As a member of the U.S. Shooting Team, National Team, National Development Team or Junior Olympic Team, you will be acknowledging that you have read it, understand it, and are willing to abide by its contents.

## B. WHO IS COVERED

This Code of Conduct applies to all members of USA Shooting participating in USAS conducted events and activities.

## C. PARTICIPANT COMMITMENT

I agree to uphold the spirit of the USA Shooting Code of Conduct (Code), which offers a guide to my conduct as a USA Shooting member. I acknowledge that I have a right to a process of resolution that includes a hearing if my opportunity to compete is denied as stated in Bylaw Article XXII. The administration and adjudication process for Code of Conduct violations is detailed in Annex III.

## D. AS A MEMBER AND PARTICIPANT I:

1. will abide by all published rules related to the Team selection procedures as outlined in the USA Shooting Policies and Procedures as approved by USA Shooting;
2. will act in a sportsmanlike manner consistent with the spirit of fair play and responsible conduct. Sportsmanlike conduct is defined as, but is not limited to: respect for competition officials, coaches, staff and the shooting public, respect for facilities, privileges and operating procedures, the use of courtesy and good manners, acting responsibly and maturely, refraining from the use of profane or abusive language, and abstinence from illegal or immoderate use of alcohol and use of illegal or banned drugs;
3. will remain compliant with the requirements of the United States Anti Doping Agency's (USADA) Out Of Competition testing requirements, as may be applicable to my Team status;
4. am not currently serving a doping violation and/or do not have a pending or unresolved doping charge;
5. will not engage in any conduct that is criminal under any laws applicable to me, including, but not limited to laws governing the possession and use of drugs and alcohol and providing of drugs to any person and of alcohol to minors;
6. will refrain from conduct detracting from my ability or that of other USAS participants to attain peak performance;
7. will respect the property of others whether personal or public;
8. will respect other members of USAS, spectators and officials, and engage in no form of discriminatory behavior or verbal, physical or sexual harassment or abuse;

9. will upon qualifying for and/or being selected to the US Shooting Team, National Team or National Development Team, follow my Team's written rules (Team Rules at Annex A and Dress Code at Annex B);
10. agree to be filmed and photographed by the official photographer(s) and network(s) of USAS under conditions authorized by USAS and give event organizers and USAS the right to use my name, picture, likeness, and biographical information before, during and after the period of my participation in these activities to promote the activity in which I participate or to promote the success of the team on which I compete including the use of my photo for USAS sport promotion and fundraising efforts; in no event may USAS or the event organizers use or authorize the use of my name, picture, likeness, voice and biographical information for the purpose of trade, including any use in a manner that would imply an endorsement of any company, product, or service, without my written permission;
11. will not use or authorize the use of photographs, films or videos of myself in my USAS apparel or equipment or the use of the USAS logo for the purpose of trade, without the prior written consent of the USAS;
12. understand that if I require legal representation because of I am accused of a doping violation or am accused of criminal misconduct, or if for any other reasons I require the services of an attorney, I will be personally responsible for payment of such legal fees and expenses;
13. realize that misconduct of any person subject to the Code of Conduct may be reported by anyone by any means to any USAS staff member, PIC or director of USA Shooting and that I have a responsibility to report Code violation(s);
14. understand that parents or legal guardians of team members under the age of 18 will be notified of all written reports of counseling or misconduct;
15. understand that any act, conduct, or personal appearance that violates the spirit and intent of this Code of Conduct or brings disrespect or dishonor to USAS, ISSF, the USOC or the United States is a Code violation and
16. will remember that at all times I am an ambassador for my sport, my country and the Olympic Movement.

#### E. QUESTIONS, COMPLAINTS AND ATHLETES' RIGHTS

Please contact the discipline National Coach with questions and complaints. If a satisfactory response is not received please contact the USAS Director of Operations and/or the USAS Executive Director. You are always welcome to contact the discipline athlete representative(s) to the Board of Directors as well as the Athletes Advisory Council Representative. You may also contact the USOC Athlete Ombudsman toll free at 888.ATHLETE (888.284.5383) or [John.Ruger@usoc.org](mailto:John.Ruger@usoc.org) for further information regarding your rights under this Code that are not addressed by USA Shooting.

**F. PARTICIPANT’S AFFIRMATION**

I have read and accept this Code of Conduct. I agree to the rules, guidelines, jurisdiction and procedures stated in these documents as a condition of being selected to participate as a member of the Team.

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Signature

Date

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Printed Name

Sport

<p align="center"><b>PARENT/GUARDIAN CERTIFICATION</b> <b>(For Participants Under the Age of 18 as of Date of Signature)</b></p>
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Signature

Date

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Relationship (Parent or Guardian)

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# USA SHOOTING POLICIES AND PROCEDURES

## CODE OF CONDUCT - ANNEX I

### TEAM RULES

Team Rules are applicable to all members qualifying and selected to the U.S. Shooting Team, National Team (NT), National Development Team (NDT), Junior Olympic Team and other Teams that may be established from time to time. As a condition of entry to USAS supported teams and activities, each participant agrees to abide by the Code of Conduct including applicable annexes without alteration.

1. This Code of Conduct is in effect for all travel, competitions, training, USAS Olympic Training Center programs, seminars or other USAS designated activities and functions. When travel is involved, this Code of Conduct is in effect from the time an individual departs for a trip until he/she has returned home or continues on with personal travel. The individual will be released from the Code of Conduct at the time he/she separates from the rest of the team.
2. Athlete will maintain a level of fitness and competitive readiness that will permit performance to be at the maximum of his/her abilities.
3. Athlete is aware that USAS sponsors, suppliers and licensees provide critical support for the Team and, in recognition of this fact, will wear designated USAS apparel at all official Team functions and events.
4. Athlete will not conceal or cover-up any USAS sponsor, supplier or licensee brand or other identification appearing on my USAS apparel.
5. Athlete will not commit a doping violation as defined by the International Olympic Committee (IOC), World Anti-Doping Agency (WADA), the United States Anti-Doping Agency (USADA), the United States Olympic Committee (USOC) or the International Shooting Sport Federation (ISSF) and will meet established reporting and testing requirements. **THE ATHLETE IS RESPONSIBLE FOR REQUESTING CLEARANCE OF ANY MEDICATION(S) FROM USADA OR THE USOC DIRECTOR OF SPORTS MEDICINE AND MAKING APPLICATION FOR A THERAPEUTIC USE EXEMPTION (TUE) AS MAY BE APPLICABLE.** Athlete understands that application for a TUE does not constitute clearance for use of medications; the Athlete must be in receipt of approval of the TUE from ISSF before the use of any prohibited medication is granted. **ULTIMATE RESPONSIBILITY REGARDING BANNED SUBSTANCES IS THAT OF THE INDIVIDUAL ATHLETE.** Double check all medications, supplements and other substances, including unregulated over-the-counter products, to ensure such items will not result in a positive doping test.

6. When chosen for an international team that requires a passport, Athlete will be in possession of a valid and appropriate USA passport that will not expire prior to six months following the conclusion of the international competition. USAS will obtain any required travel visas;
7. Athlete is eligible for basic services provided by USAS that includes, but is not limited to:
  - a. Coaching assistance from the team staff;
  - b. A limited ammunition allocation, depending on availability of funding, sponsorship support and athlete performance level;
  - c. Financial support to team training and competitions, which may include reimbursement for meals, lodging, travel, fees and other authorized expenses. Not all activities may be subsidized 100%.
8. USAS coaching and/or USOC sports science personnel may develop recommendations for an individualized regimen of athletic training and conditioning, and appropriate competition experience. Based upon such staff recommendations, Athlete agrees to work with USAS and USOC staff toward the development of a program focused on improved and sustained elite athletic performance that contributes toward the achievement of established team goals. Athlete's program is expected to include the following elements, among others:
  - a. Range training;
  - b. Physical conditioning;
  - c. Mental training program and schedule;
  - d. Record fire and training competition schedule;
  - e. Formal competition;
  - f. Education regarding, and periodic testing for, banned and restricted substances.
9. Media, Appearances, Sponsorship and Promotional Activities:
  - a. Athlete may contact sponsors of USAS (including their employees, partners, concerned individuals, et. al.) for the purpose of securing an individual sponsorship of the athlete outside of the sponsor's agreement with USAS, when such contact is explicitly authorized by the USAS Executive Director or Director of Marketing. If an athlete is contacted by a USAS sponsor regarding individual sponsorship, the athlete is to inform the USAS Director of Marketing.

- b. Upon request by USAS, Athlete agrees to appear at and participate in promotional events, provided however that Athlete shall not be obligated to do so if Athlete or his/her coach(es) believe that such would adversely affect Athlete's training and competition activities or Athlete's military commander determines the event in conflict with military requirements. Athlete agrees to make best efforts to participate in promotional appearances on behalf of USAS. These activities include but are not limited to clinics, speaking engagements, and fund raising programs. USAS may request Athlete attend USAS sponsor events. Athlete shall be provided transportation, lodging and meals for any such USAS promotional activities. A participant stipend may be provided as determined by USAS and/or the requesting party.
- c. In the event that any USAS sponsor or commercial entity desires to use Athlete's presence or image individually but in a manner which does not constitute an individual endorsement (i.e., usage which is not dependent upon identification of a particular athlete by name), then USAS shall notify Athlete of such opportunity and he/she shall have the option either to consent to or reject the same. If Athlete consents to such appearance or usage, he/she may receive a fee plus reimbursement of expenses in case such opportunity involves an on-location appearance from the sponsor. If Athlete rejects such proposed appearance or usage of his/her image, then USAS shall notify its sponsor accordingly, and shall make such opportunity available to another Athlete. Athlete agrees that he/she shall not enter or attempt to enter into any private individual agreement or extend such agreement with said sponsor in violation of this Code of Conduct.
- d. In connection with the provisions of this section, the Athlete understands that, Athlete may not promote a sponsor or wear or display the name, logo or other indicia of a third party that is in competition with a USAS sponsor or restricted sponsor category, while participating in programs, activities, events or competitions conducted under the auspices of or funded by USAS. Athlete may use Competitive gear and apparel with manufacturers' marks in accordance with IOC, USOC, and ISSF specifications. Violation of any part of this paragraph during any activity described in paragraph 4, will be deemed and administrated as a commercial offense as described in Appendix C.
- e. The following USA Shooting marks or terminology are legally protected and are not to be used without specific permission; USA Shooting name logo and design; USA Shooting Team name logo and design; US Shooting Team name logo and design, Quickshots name, logo and design, Sport for Life, Targeting Success and USA Shooting News. This includes the use of and wearing of team uniforms with subject properties at activities where USAS does not have formal representation such as meetings, conventions and trade shows. Needless to say, the Olympic rings, logo and use of the word "Olympic" and variations thereof are protected by federal law and USOC filings.

10. Keep all contact information current and meet requests by USAS staff in a timely

manner.

11. All funded training/travel must be approved in advance by the National Coach or Person-in-Charge (PIC). If an expense is not authorized, it will not be funded.
12. Submit expense vouchers to the National Coach within seven (7) days of completing a funded activity. All expense vouchers must be processed through the national coach or PIC! Untimely submission for reimbursement may not be honored.
13. Responsibilities related to airline travel:
  - a. USA Shooting will not pay excess baggage charges unless specifically authorized. The PIC will consider luggage requirements and excess baggage in his/her logistical planning.
  - b. USA Shooting will not pay for baggage insurance. If Athlete elects such coverage, it will be at their expense. It is recommended that team members obtain insurance for their shooting equipment.
  - c. USA Shooting will pay round trip airfare at the least expensive rate only. Athlete will pay any additional costs. Mileage will be reimbursed at the current mileage rate up to the cost of an airline ticket. Only vehicle drivers will receive mileage reimbursement.
  - d. The National Coach or PIC will make all airline reservations and itinerary changes unless specific direction is provided otherwise. Athlete is not authorized to contact the airlines or USAS travel agent directly or to change USAS funded airline tickets. Athlete is responsible for all additional expenses incurred for any schedule changes made by Athlete on self-funded airline tickets. Supported (military) Athletes will be responsible for making their own reservations and purchasing tickets when funded by the military.
  - e. Athlete may not voluntarily relinquish their airline seats when there are scheduled activities and/or time sensitive requirements at destination.
14. A receipt is required for all expenses other than meals.
15. Athlete may not sell, trade or give away ammunition, guns, supplies or equipment provided by USA Shooting or sponsors.
16. Any Athlete designated to be a rental car driver is responsible for seeing that his/her assigned passengers are at designated training/competition areas on time. Likewise, passengers are responsible to their driver for being prompt and keeping their driver informed as to transportation requirements. Authorized rental car expenses will be reimbursed 100%. Parking and traffic tickets will not be reimbursed. USA Shooting does have liability and collision damage insurance for domestic vehicle rentals. A copy of the insurance binder will be provided to each renting driver. USA Shooting will not pay for

additional rental car insurance. Renters may elect additional coverage at their own expense.

17. Only those people authorized by rental contract and/or the National Coach or Person in Charge (PIC) may drive rental vehicles.
18. It is strongly recommended that each Athlete have a major credit card for his or her use. Emergencies and special situations do occur. Should you have to purchase an airline ticket or rent a car, a credit card may be a necessity.
19. If you have a question regarding training, equipment, planning, selection for travel, competitions or other relevant subjects, contact the National Coach. Our job is to assist you in achieving your goals. Communication is an important part of that process.
20. When USAS provides any financial support to a competition, Athlete will compete in the highest classification (i.e. AA class). Athletes are also required to attend awards ceremonies as designated by the National Coach or PIC. Exceptions will be approved in advance by the National Coach or PIC.
21. Charges by hotels, including the Olympic Complex, for damages, failure to return keys/meal cards and missing property (towels and such) will be assessed to the responsible Athlete(s).
22. Athletes traveling outside of the U.S. are required to have a U.S. Customs form #4457 listing their rifle, pistol or shotgun make, model and serial number. This requirement is to be completed prior to domestic departure and can be accomplished by taking your guns to any U.S. Customs office for verification of serial number and form completion.
23. USAS does not coordinate participation for family and friends desiring to attend USAS competitions and events.
24. Athlete may be requested or required to submit periodic reports of competition and training activities to the National Coach. Failure to submit such reports may jeopardize financial support and participation.
25. For other than emergencies, the staff will not accept collect calls. At Athlete's request, the staff person will gladly make a prompt return call to minimize the team member's expense.
26. All Athletes are subject to an 11:00 p.m. curfew during any funded activity. Additional curfews may be established or varied by the coach or PIC at any activity.
27. Athletes under the age of 21 may not consume alcoholic beverages at any time during a funded activity.

28. The Athlete accepts financial responsibility for airline tickets, hotel accommodations and other expense for which USAS has incurred a financial obligation for an activity which he/she has agreed to attend and does not attend, unless athlete has been formally excused by the national team coach, PIC or executive director. If Athlete fails to appear at the event or make financial restitutions for expenses incurred by USAS, the Athlete recognizes he/she can be placed on the B team. To regain active and supported status, the Athlete understands he/she must reimburse the team for the full net amount of the obligation USAS incurred.
  29. Inappropriate, indiscreet, or overindulgent use of alcohol is a Code violation. Use of alcohol in such a manner as to impair or jeopardize Athlete's training program, or competition performance, or which poses a safety hazard to such person, other athletes, or other persons, or while wearing the USAS logo clothing, during an award ceremony, during media and/or interview opportunities, or which reflects poorly on the USAS organization, staff, volunteers, spectators or the sport of shooting. Under no circumstances is an athlete or staff member to consume alcohol when in violation of the law or range rules. The PIC will determine any such occasions when use of alcohol may be appropriate while in USAS logo clothing and it will be the best judgment of the PIC of when a violation occurs.
  30. Athlete may not promote the products or services of competitors of USAS official sponsors and suppliers while at the venue site during an activity or competition conducted under the auspices of USAS.
  31. Non-team members including family and friends attending USAS or ISSF events are expected to live up to the spirit and intent of this Code of Conduct. Athletes are expected to educate family and friends on the Code and strongly encourage compliance. The PIC is authorized to take reasonable action to correct violations directly with the non-participant when the situation dictates and resort to action through the team member only under appropriate circumstances. Athletes are not subject to disciplinary action for the misconduct of family members and non-participants.
  32. Athlete may not willfully aid, abet, or conspire with others to engage in, any conduct or actions cited in the Code or Annexes.
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# USA SHOOTING POLICIES AND PROCEDURES

## CODE OF CONDUCT - ANNEX II

### DRESS CODE

It is important that we present our sport most favorably to the media and the public. Additionally, USAS sponsors, suppliers and licensees provide critical support for our organization and athletes. All clothing is to be clean, neat in appearance and in good repair. In recognition of this, it is agreed as follows:

1. **Uniform Selection** - Athletes will participate in the clothing and team uniform evaluation and selection process utilized for purchases and issue by USAS. Athletes and officials will wear designated USAS team apparel at all official competitions and events, including opening ceremonies, closing ceremonies and medal ceremonies.
2. **Travel Clothing** - While traveling, slacks, pants, skirts, collared shirts, and appropriate footwear will be worn. Jeans are acceptable. T-shirts, tank tops, shorts and flip-flops will not be worn. All clothing worn must meet the standards under paragraph 6, Social and Casual Clothing. Wearing USAS and/or logo apparel of sponsors is strongly encouraged. However, in some travel situations it may be recommended to avoid the wearing of USA and USAS logo clothing in the best interests of safety. It is NOT permissible to wear clothing/marks representing those companies in direct competition to USAS sponsors while traveling.
3. **Ceremonies Attire** - Opening and closing ceremony dress will be determined by the PIC. Normally this will be the USAS awards presentation (warm-up) uniform (jacket top and pants). The uniform for award ceremonies will be the current NT or NDT warm-up suit (top and bottom) unless designated differently by the PIC. This uniform is to be worn by Athlete any time they receive a shooting award where funding is provided by USA Shooting. **IT IS THE ATHLETE'S RESPONSIBILITY TO HAVE THIS UNIFORM ON HAND AT EVERY FUNDED USAS EVENT. HATS AND SUNGLASSES ARE NOT TO BE WORN WHILE RECEIVING AN AWARD.** The National Coach or PIC may make exceptions as appropriate. We want our Athletes to present the best image possible.
4. **All Other Official Activities** - The PIC will designate the uniform for official functions such as banquets, media events, photo shoots, trade shows, sponsor activities and any other official activities. Athletes not NT/NDT members that are participating with the U.S. team are required to have and wear clothing prescribed by the PIC. Participants will be advised in advance of the activity of the appropriate clothing to be worn.

5. Training and Performance Attire - During training or competitions an athlete may elect to wear Performance Clothing, as designated by the listing of USOC Personal Competitive Gear and is subject to the following:
  - a. Must conform to ISSF clothing rules.
  - b. Advertising must conform to ISSF Eligibility Rules, the USAS Code of Conduct and USAS Policies and Procedures Section II, Amateur Eligibility. ISSF Eligibility and Sponsorship Rules can be found in the ISSF Official Statutes, Rules and Regulations or on the ISSF website at [www.issf-shooting.org](http://www.issf-shooting.org). No marks or logos may be visible which conflict with existing USAS sponsorships at USAS supported activities. Athlete may choose Competitive Gear of his/her choice with the manufacturer's marks in accordance with IOC, USOC and ISSF specifications.
  - c. Should USAS provide country identification banners, they must be worn at the competition as prescribed by ISSF Rules and Regulations as well as the team coach or PIC.
  - d. Displays no pictures or graphics of a sexual or offensive nature.
  - e. Displays no words or phrases that include offensive language or political statements.
  - f. If shorts are worn, they must conform to ISSF rules. The bottom of the clothing leg may not be more than 15 cm (six inches) above the center of the knee.
  - g. The participant's clothing will be long enough to completely cover the participant's abdomen at all times. Low cut blouses or tops exposing cleavage is not appropriate
  - h. Footwear must be worn at all times; flip-flops or flip-flop type sandals are not appropriate.
  - i. Athlete is strongly encouraged to wear red, white and blue colors to create a national identification, which promotes the sport image and association as an Olympic sport. This is important to the sponsors and the media.
6. Social and Casual Clothing - When not covered by one of the circumstances described in paragraphs 2 through 5 above, casual clothing of the individual's choice may be worn provided it conforms to the following:
  - a. Must present a neat and clean appearance at all times.
  - b. No pictures or graphics of any sexual or offensive nature.

- c. No words or phrases, which include offensive language or political statements.
  - d. Clothing that is torn, frayed or has holes is not appropriate.
  - e. Footwear must be worn (no bare feet) as appropriate.
  - f. If shorts are worn, the inseam length must not be less than 15 cm (six inches) above the center of the knee.
  - g. The Athlete's clothing should be long enough to completely cover the participant's abdomen.
7. When participating in USAS funded activities or any ISSF competition, only names, logos or marks of current USAS and/or authorized Athlete sponsors, as approved by USAS, may be displayed.
8. Repair and cleanliness provisions apply to ALL clothing on ALL occasions.
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# **USA SHOOTING POLICIES AND PROCEDURES CODE OF CONDUCT - ANNEX III**

## **ADMINISTERING CODE OF CONDUCT VIOLATIONS**

1. The PIC and/or Executive Director will have broad discretion to enforce this Code of Conduct and correct offenses by means of oral or written counseling. Written counseling will be attached to after action reports for filing by USAS.
2. Misconduct of any person subject to the Code of Conduct may be reported by anyone by any means to the Executive Director or President, USAS. Offenses will be promptly reported either verbally or in writing. Verbal reports must be followed with a written statement within 72 hours. The PIC, any athlete, volunteer or staff member observing an alleged violation is required to report a violation (along with statements from appropriate witnesses) to Executive Director, USAS. The written statement is to include the identity of the person filing the report, the identity of the person(s) who has violated the Code, a clear and concise statement of the facts involved and the signature and date of the person filing the report. The report may include recommended disciplinary action. Offenses include, without limitation, repetitive minor infractions, intentional violations, and failure to correct immediately any correctable infractions (e.g., dress code violation). (Use form at Annex C, Report of Code of Conduct Violation). Violations by active duty military participants also will be reported to the commander of the service person's unit.
3. Commercial offenses are any violation of Code of Conduct paragraph 4.during any activity described in the Code Appendix A, "Team Rules" paragraph 9. Violations are to be reported via the Report of Code of Conduct Violation (Annex C) and submitted directly to the Executive Director, USAS for action.
4. The Executive Director or an appointed investigator will notify the accused of the alleged Code violation whom shall have the right to provide a written explanation to USAS Executive Director or investigator within a timeframe prescribed by the Executive Director or investigator which is fair and reasonable under the circumstances.
5. Executive Director, USAS, or his appointed investigator will review and investigate the matter. After which the Executive Director will notify the accused of his decision in writing within ten (10) days of the completion of the review and investigation.
6. Disciplinary options shall include:
  - a. No action;
  - b. Counseling;
  - c. \$150-\$5,000 fine;

- d. Withdrawal of all support and placement on the “B” squad which is unsupported;
- e. An appropriate letter addressing the violation, statement of apology, letter of apology or other such non-monetary action appropriate for the situation.
- f. Suspension or removal from the team, office, position or participation in the event attended provided the event is not a protected competition within the meaning of the Ted Stevens Olympic and Amateur Sports Act and the USOC Bylaws, in which case the matter will be processed under the provisions of Bylaw Article XXII.

(NOTE: Fines not paid within 30 days of notification will result in DOUBLING of the amount of the fine and automatic transfer to the “B” squad resulting in no USAS support until fine is paid).

- 7. Commercial violation disciplinary options are a fine with a minimum of \$1,000 and maximum of \$20,000.
- 8. Parents or legal guardians of team members under the age of 18 will be notified of all written reports of counseling or misconduct.
- 9. The accused may appeal the Executive Director’s decision to a Hearing Panel within ten (10) business days from receipt of the Executive Director’s decision as follows:
  - a. Appeal to the President within the time specified.
  - b. The appeal must be detailed in writing with any supporting documentation.
  - c. A clear and concise statement of any additional facts relevant to the code violation, investigation and/or decision.
  - d. A statement of the specific action or remedy sought;
  - e. The signature of the person(s) accused of the code violation. Include the signature of the parent or legal guardian if he/she is less than 18 years of age.
- 10. A Hearing Panel will appointed by the USAS President within ten (10) business days from receipt of the appeal.
  - a. The Hearing Panel will consist of at least three (3) persons including at least one (1) athlete.
  - b. The President will name a Chairperson of the Hearing Panel.
  - c. At their own cost, parties may have legal counsel throughout the Code administration process.

- d. The Hearing Panel will act on the appeal within a reasonable and expeditious time as determined by the Chair of the Hearing Panel but within 30 days from the President's appointment.
  - e. At the election of the Chairperson, the hearing may be conducted telephonically or in person. The hearing location will be determined by the USAS President.
11. USAS will fund the expenses of the Hearing Panel. All other expenses will be the responsibility of the person(s) filing the appeal.
12. The Hearing Panel has the options of letting stand, overturning, suspending, reducing, increasing or eliminating the disciplinary action.
13. The decision of the Hearing Panel is final.
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