



UNITED STATES  
OLYMPIC & PARALYMPIC  
COMMITTEE  
1 Olympic Plaza  
Colorado Springs, CO 80909

March 2, 2020

Brian Remedi  
Chief Administrative Officer  
U.S. Soccer Federation

Via Email: [bremedi@ussoccer.org](mailto:bremedi@ussoccer.org)

Dear Brian:

I am pleased to inform you that the USOPC Sport Performance Team has approved the U.S. Soccer Federation's Men's and Women's Staff Selection Procedures for the 2020 Summer Olympic Games.

Attached please find the final approved copy of your selection procedures.

We look forward to assisting you in your preparations for the Games. Thank you.

Sincerely,

Tammie Forster  
Associate Director, Sport Performance

cc: Lydia Wahlke  
Aly Wagner  
John Crawley  
Sara Pflipsen  
Christine Johnson

**UNITED STATES SOCCER FEDERATION, INC.**  
**GAMES STAFF SELECTION PROCEDURES**  
**SOCCER (Football)**  
**February 24, 2020**

These procedures provide for selection of U.S. Soccer's Games Staff [Team Leader, Coach(es), and/or Additional Officials] for the 2020 Olympic Games, Tokyo. However, accreditation allocation is not guaranteed and will be based on final USOPC credential allocation and overall team size. Responsibility of payment for allocated accreditations will be determined by the USOPC and U.S. Soccer.

1. Describe the specific Games Staff position(s) that the NGB/HPMO/PSO is requesting.

The following holds for EACH TEAM qualifying (as of the date of this submission, the U.S. Women's National Soccer Team (the USWNT) has qualified. Should the U.S. Men's U-23 National Soccer Team qualify later in the year, please note that the same selection procedures will apply. The final number of selected staff will be defined at the time of final selection.

USOPC Role Name	Games Function
Head Coach	Manage players and staff in all aspects of team both on and off the field.
Assistant Coaches	Assist Head Coach in all coaching responsibilities, including scouting and team management.
Goalkeeper Coach	Assist Head Coach in all coaching responsibilities, including scouting and team management.
Team Administrator	Serve as primary point of contact and liaison between the USOPC and NGB/HPMO before, during and after the Games.
General Manager	Serve as the conduit between the NGB organization and team; liaise between all stakeholders before, during and after the Games.
Athletic Trainer/ Physical Therapists	Provide daily medical care for athletes, including injury prevention, evaluation, and rehabilitation.
Equipment Managers	Responsible for all team equipment, including daily laundering of training gear and match uniforms.
Team Physician	Assist in daily medical care for athletes, caring for serious injuries and liaison to hospital.
Performance Coach / Sport Scientists	Provide team warm up exercises, strength training, regeneration and load monitoring.

Performance Analyst	Procurement and production of all match videos, data analysis and scouting materials.
Massage Therapist(s)	Support athletes' health and wellbeing; assist in rehab, if necessary.
Press Officer	Serve as liaison between team delegation and all media; also assist USOPC and USSF with publicity efforts.

2. What are the NGB's/HPMO's/PSO's criteria for the above Games Staff position(s) (attach a job description, if any)?

NGB's/HPMO's/PSO's Games Staff must:

- 2.1. Successfully pass the National Center for Safety Initiatives' (NCSI) background screen in accordance with the current USOPC Games Background Check Policy prior to nomination.
  - 2.1.1 Should a nominee experience any event between the time the background check is conducted and the relevant Games that may change his/her background check status, the nominee must inform the U.S. Soccer and/or USOPC.
- 2.2 Possess a valid passport that does not expire until at least six months after the conclusion of the Games.
- 2.3 Have the ability to work effectively with the USOPC, as applicable.
- 2.4 Have strong administrative, communication and organizational capabilities/skills (*if applicable*).
- 2.5 Be responsible for Team's adherence to all rules regarding discipline at the Games (*if applicable*).
- 2.6 Fulfill all duties and requirements of the USOPC including attendance at USOPC Games related meetings (*if applicable*).
- 2.7 Be available for entire duration of the Games (*if applicable*).
- 2.8 Have the NGB's/HPMO's/PSO's approval to make financial decisions regarding the Team (*if applicable*).
- 2.9 Possess high level, specific technical and tactical knowledge of the sport (*if applicable*).
- 2.10 Have thorough knowledge and understanding of the IF rules and regulations governing the sport and the Olympic Football Tournament.
- 2.11 Demonstrate ability to establish harmonious relationships with athletes and other Team personnel.
- 2.12 Be in good health and able to withstand the physical rigors of traveling with and working with the Team.
- 2.13 Be a currently employed Staff member of the NGB or ongoing contractor or volunteer physician (as applicable).
- 2.14 Be listed on NGB's Long List and must have successfully completed all Games Registration requirements by stated deadline.
- 2.15 Participate in USADA training as required for position (*if applicable*).

- 2.16 Successfully complete the U.S. Center for SafeSport’s core awareness training and education program and any applicable refresher courses.

In addition, Medical Personnel must:

- 2.16. Possess the appropriate certifications.
- 2.17. Pass a medical credential review in addition to the approved USOPC Games Background Check, which will be a combined check managed through USOPC Sports Medicine (separately arranged background checks will not be considered).
- 2.18. Meet the required experience and proficiency levels as determined by USOPC Sports Medicine and outlined in Attachment A and the documents found at <http://www.teamusa.org/About-the-USOC/Athlete-Development/Sports-Medicine/Volunteer-Program.aspx>.
- 2.19. Be approved for nomination through the USOPC’s Sports Medicine Division.
- 2.20. Have served with the applicable Team and executed all related documentation required by the NGB;
- 2.21. Have served with the relevant team during the last quad period and have a good rapport with team and coaching staff;
- 2.22. Be available for a minimum of one week during the the Games.

In addition, Coaches Must:

- 2.21. Possess a high level of specific technical and tactical knowledge of the sport.

In addition, Technical Personnel Must:

- 2.22. Possess appropriate experience relative to the position/area of expertise for which they may be selected, including without limitation familiarity with and use of the proprietary technologies used by U.S. Soccer to analyze the game and player performance.

In addition, Other Positions (*i.e. Team Managers, Nutritionists, Sport Specific roles, etc.*) must:

- 2.23. Possess appropriate experience and or certifications relative to the position/area of expertise for which they may be nominated.

3. Describe the process that candidates shall follow to express interest in being considered for a Games Staff position, in each category below:

U.S. Soccer will not solicit applications for the Games Staff positions. The Games Staff positions will be filled by current U.S. Soccer employees and/or contractors. As to Medical Personnel and massage therapists, U.S. Soccer has a pool of candidates compiled by its Chief

Medical Officer and High Performance Staff, from which to recommend to the approval of the Technical Committee, based the criteria above, and on a availability and needs of the team.

U.S. Soccer's Technical Committee is:

Carlos Bocanegra, USSF Director, Athletes' Council  
Lori Lindsey, USSF Director, Athletes' Council  
John Motta, USSF Director, Adult Council  
Mike Cullina, USSF At-Large Director  
Don Garber, USSF Director, Professional Council  
Tim Turney, USSF Director, Youth Council

4. Describe the removal of Games Staff:

An individual who is to be nominated to the above-listed Games Staff position(s) by the NGB may be removed as a nominee for any of the following reasons, as determined by the NGB.

- Voluntary withdrawal. Games Staff nominee must submit a written letter to the NGB CEO or President.
- Injury or illness as certified by a physician (or medical staff) approved by the NGB. If the individual refuses verification of his/her illness or injury by a physician (or medical staff) approved by the NGB, his/her injury will be assumed to be disabling and he/she may be removed.
- Inability to perform the duties required.
- Violation of the NGB's Code of Conduct (Attachment A).
- Violation of the FIFA Code of Ethics (available at [www.fifa.org](http://www.fifa.org)).
- If NGB/HPMO/PSO has other specific reasons, list those reasons here.

Once the Games Staff nomination(s) is accepted by the USOPC, the USOPC has jurisdiction over the Games Staff, at which time, in addition to any applicable NGB/HPMO/PSO Code of Conduct, the USOPC's Games Forms apply. The USOPC's Games Forms are available as part of Games Registration prior to the respective Games.

5. Describe the replacement of Games Staff:

In the event that the Nominated Games Staff member is unable to perform the duties of the position(s) for injury, illness, Code of Conduct violation or any other unforeseen circumstances that would result in the need to replace him/her, the replacement candidate must meet all of the applicable criteria listed in #2 above and be selected through the same process as outlined in Sections 3 and 4.

6. Which group/committee will make the final approval of the Games Staff position(s)?

The NGB (through its CEO or President) will make the final approval. For Medical Personnel and massage therapists, the Technical Committee will make the final approval.

7. Conflict of Interest:

An individual involved in the selection process who has a conflict of interest must disclose this information, and recuse him or herself and not influence others regarding the discussions, meetings or decisions involving the selection of the Games Staff position(s). If there is an issue concerning whether a conflict of interest exists, the NGB's Board or Risk, Audit and Advisory Committee, as appropriate, shall determine if a conflict exists.

8. Date of Nomination:

The Games Staff Nomination Form with the Staff nominee's name, including the name of a replacement (if applicable), will be submitted to the USOPC on or before:

On or before May 5, 2020.

9. Publicity/Distribution of Procedures:

The USOPC approved selection procedures (complete and unaltered) will be posted/published by U.S. Soccer in the following locations:

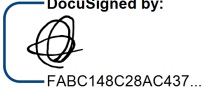
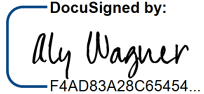
9.1 Web site: [www.ussoccer.com](http://www.ussoccer.com)

These procedures will be posted as soon as possible, but not more than five days following notice of approval by the USOPC.

9.2 Other (if any): N/A

### 10. NGB/HPMO SIGNATURES

I certify that I have read and understand the standards/criteria set by our IF and incorporated those standards/criteria into our Selection Procedures. I further certify that the information provided herein regarding Athlete Selection Procedures represents the method approved by U.S. Soccer.

Position	Print Name	Signature	Date
U.S. Soccer President or CEO	Carlos Cordeiro		2/27/2020
U.S. Soccer's Athletes' Council USOPC Athletes' Advisory Council Representative*	Aly Wagner		2/28/2020

\* If the USOPC AAC Representative has delegated authority to the Alternate AAC Representative to sign the Selection Procedures, attach a letter from the AAC Representative indicating the reason he/she has delegated authority.

\* Signature by the Athlete Representative constitutes that he/she has read and understands the Selection Procedures. If the Athlete Representative reads and does not agree with the Selection Procedures being submitted by the NGB/HPMO/PSO, he/she may submit those reasons in writing to his/her Sport Performance Team.

\* If, for some reason, a sport does not have an elected USOPC AAC Representative, the NGB/HPMO/PSO must designate an athlete from that sport to review and sign the Selection Procedures.

## Attachment A

### USOPC Sports Medical Games Requirements

#### PURPOSE

The USOPC has developed medical requirements to ensure the safety of athletes during Games (Olympic, Paralympic, Pan American and Para Pan American, etc.). This policy addresses equipment requests and minimum standards for all NGBs/HPMOs/PSOs (NGBs from here forward) and medical providers attending games.

#### POLICY

##### 1. Requests

NGBs **must identify medical support requests to the USOPC Sports Medicine department.** These requests must specify any supplies, equipment, and other medical support provided at the Games. Anti-doping concerns or comments should also be identified. Collected information will be reviewed by the USOPC Managing Director of sports medicine who will then identify and communicate the level of support to be provided by USOPC Sports Medicine. Any changes to the requested sports medicine support should be immediately forwarded to USOPC Sports Medicine. In cases where medical services or materials are not identified, the USOPC cannot guarantee support for additional or late requests because of time, budget and other factors.

##### 2. NGB Health Care Providers

NGBs must nominate and allocate Games credentials to NGB identified health care provider(s) to support the NGB sports medicine needs during the games. Any potential NGB medical provider who *could* be nominated to provide services must be identified by the NGB no later than the due date for the respective Games Long List. Additionally, all NGB medical providers must meet the criteria as identified in the NGB's approved Additional Officials Selection Procedures, along with the additional criteria outlined below.

The medical staffing list will include anyone who will potentially be credentialed by the NGB and/or use a day pass to provide services at an Olympic/Paralympic Village or a High Performance Training Center. Health care providers must meet minimum qualification standards which are identified below by their specialty without exception. NGBs must ensure their identified medical staff can meet these standards prior to advancing their nomination for a Games credential or day pass access. If the provider is not licensed in the United States, they may be ineligible to be credentialed. In order to meet expected standards of care and mitigate risk management issues, selected provider(s) **must** meet the below minimum qualifications in addition to the Selection Procedures criteria to provide medical services at games. These qualifications include:



- 1) Meet all criteria identified in the USOPC Volunteer Program Application for specific specialty (Attachments located at [www.teamusa.org/medicalvolunteer](http://www.teamusa.org/medicalvolunteer)). On occasion, specific supporting documentation will be requested at the discretion of USOPC Sports Medicine.
- 2) Successfully pass a medical credential review and criminal background check at or above USOPC standards with the National Center for Safety Initiatives (NCSI)
- 3) Review of the venue emergency action plan with USOPC Sports Medicine staff prior to the first scheduled practice or event.
- 4) Complete required Medical Team Education Modules addressing Anti-Doping, Safe Sport and/or other prerequisite training.

Appendix: Location of criteria:

- Athletic Trainer Qualification Criteria – located at [www.teamusa.org/medicalvolunteer](http://www.teamusa.org/medicalvolunteer)
- Physical Therapist Qualification Criteria - located at [www.teamusa.org/medicalvolunteer](http://www.teamusa.org/medicalvolunteer)
- Doctor of Chiropractic Qualification Criteria - located at [www.teamusa.org/medicalvolunteer](http://www.teamusa.org/medicalvolunteer)
- Physician Qualification Criteria - located at [www.teamusa.org/medicalvolunteer](http://www.teamusa.org/medicalvolunteer)
- Massage Therapist Qualification Criteria - located at [www.teamusa.org/medicalvolunteer](http://www.teamusa.org/medicalvolunteer)



**U.S. SOCCER**

**Code of Conduct**

A wide-angle, high-angle photograph of a soccer stadium at night. The stadium is packed with spectators, and the field is brightly lit by overhead lights. The text is overlaid in the center of the image in a large, white, bold, sans-serif font.

**WE ARE U.S. SOCCER  
AND WE ARE  
THE FUTURE OF SPORT  
IN THE UNITED STATES**

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**INTRODUCTION: WE ARE U.S. SOCCER.**

# **OUR MISSION IS TO MAKE SOCCER THE PREEMINENT SPORT IN THE UNITED STATES.**

We accomplish this mission through the service of our stakeholders.

## **Support the Member.**

- Grow participation
- Provide meaningful support

## **Impact the Athlete.**

- Develop world class players, coaches and referees
- Win World Cups and World Championships

## **Serve the Fan.**

- Grow the fan base
- Connect to fans in deeper and more meaningful ways

# HOW TO USE THIS CODE

This Code of Conduct (the “Code”) applies to all U.S. Soccer team members, whether they are working out of Soccer House in Chicago, in our training centers in California or Kansas, or traveling the globe.

U.S. Soccer team members include:

- The CEO and Secretary General
- All employees of U.S. Soccer
- All independent contractors and volunteers<sup>1</sup> serving U.S. Soccer
- All employees of U.S. Soccer’s consolidated subsidiaries<sup>1</sup>
- All National Team Players during play, training or otherwise to the extent they are included on a National Team Roster<sup>1</sup>

U.S. Soccer expects all individuals who work for or on behalf of U.S. Soccer to embrace and implement our code by reading, understanding, and fulfilling the expectations of this code and modeling conduct compliant with this code for our athletes, our fans and our members.

## Guiding your Behavior

If ever in doubt about a course of conduct, ask yourself:

- Is it consistent with the Code?
- Is it ethical?
- Is it legal?
- Will it reflect well on me and U.S. Soccer?
- Would I want to read about it in the newspaper?

***If the answer is “No” to any of these questions, don’t do it.***

The key principles of this Code are complemented and developed by the implementing policies referenced throughout this code and other policies, procedures and standards implemented by U.S. Soccer from time to time.

We all must follow the law, act with integrity in all matters, respect others, and be accountable for our actions.

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<sup>1</sup> To the extent permitted by law

# OUR PRACTICES ON AND OFF THE FIELD

## RAISING CONCERNS WITHOUT RETALIATION

U.S. Soccer charges all team members with the responsibility of promoting integrity, respect and accountability. If we observe or suspect, in good faith, any violation of this Code, we must act to report the issue—this is the only way we can continue to improve. U.S. Soccer handles reports of misconduct confidentially to the extent reasonably practicable and legally permissible. We will investigate the matter where needed, make a determination whether the Code or the law has been violated, and take appropriate corrective action as appropriate.

U.S. Soccer values the help of employees who identify potential problems that we need to address. We do not tolerate retaliation in any form against individuals who report violations of this Code in good faith or otherwise support any investigation of such a violation.<sup>2</sup>

## COMPLIANCE WITH THE LAW AND FIFA, CONCACAF AND USOC MANDATES

U.S. Soccer serves 109 Member Organizations throughout the United States, but it is also a member of The Fédération Internationale de Football Association (“FIFA”), Concacaf and the United States Olympic Committee (“USOC”). We are committed to complying with all applicable laws, regulations and organizational mandates under which we operate. Should the rules or regulations of FIFA, Concacaf or the USOC conflict with the laws of the United States, we shall raise these concerns to FIFA, Concacaf and/or the USOC in a clear manner, while maintaining all legal privileges that may apply.

## ZERO TOLERANCE FOR CORRUPTION

As U.S. Soccer team members, we must comply with all relevant anti-corruption laws and adhere to the relevant international standards wherever we do business. Corrupt activities are not only a violation of the Code and the FIFA Code of Ethics, they can also result in violations of anti-corruption laws and result in personal criminal liability.

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<sup>2</sup> U.S. Soccer will protect any employee who raises a concern honestly, but it is a violation of the Code to knowingly make a false accusation, lie to investigators, or interfere or refuse to cooperate with a Code investigation. Honest reporting does not mean that you have to be right when you raise a concern; you just have to believe that the information you are providing is accurate.

U.S. Soccer team members shall not receive, offer, promise to pay, pay or authorize the payment of a bribe to any individual (including without limitation any government officials, candidates for office, FIFA or USOC officials, referees or private individuals) with the intent to obtain or retain business, secure an improper advantage, or influence official actions or decisions.

In general, do not offer anything to a government official—directly or indirectly—in return for favorable treatment. You must obtain prior approval from U.S. Soccer legal counsel before providing anything of value to a government official.

## **MATCH INTEGRITY**

As the National Governing Body for the Sport of Soccer in the United States and the organizer of many competitions, it is our duty to act to preserve the integrity of any soccer match we organize or in which we participate. U.S. Soccer strictly prohibits participation in betting, gambling, daily fantasy, or any event or transaction related to wagering on the outcome of a match, any event occurring on the pitch, or any soccer-related activities.

We do not tolerate any form of manipulation or unethical influencing of match results and we charge all U.S. Soccer team members with reporting any suspected concerns regarding match integrity.

In addition, we follow the FIFA Code of Ethics, which provides that persons bound by this Code shall be forbidden from taking part in, either directly or indirectly, or otherwise being associated with, betting, gambling, lotteries and similar events or transactions connected with football/soccer matches. They are forbidden from having stakes, either actively or passively, in companies, concerns, organizations, etc. that promote, broker, arrange or conduct such events or transactions.

## **AVOIDING CONFLICTS OF INTEREST**

We all must avoid conflicts of interest. A conflict of interest exists when a personal interest, activity or relationship with an outside organization<sup>3</sup> that interferes or appears to interfere with the duties that you perform at, or owe to, U.S. Soccer. A conflict of interest may unconsciously influence even the most ethical person and the mere appearance of a conflict may cause a partner's acts or integrity to be questioned. Where a conflict cannot be

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<sup>3</sup> Because of the unique nature of U.S. Soccer's representative model of governance which comprised of representatives of its constituent members, "outside organizations" do not include constituent or affiliated member entities of U.S. Soccer except to the extent required by applicable law.



avoided, it is managed through disclosure and where, appropriate, recusal (e.g., a Board member recuses him or herself from decisions regarding a contract between U.S. Soccer and that Board member).

U.S. Soccer has instituted a Policy on Avoiding Conflicts of Interest that requires that any conflicts of interest, whether actual or apparent, be reported promptly to the legal department and/or the RAC Committee. A copy of the Conflict of Interest Policy is available from the legal department.

Without limiting any of the information in this section, you are subject to the conflict of interest policy, including its mandatory reporting of conflicts. In addition, all U.S. Soccer Board members, committee chairpersons and executive level employees are required to complete an annual conflict of interest disclosure and certification.

The following sections provide a brief summary of topics addressed comprehensively in the Policy on Avoiding Conflicts of Interest.

## **Political Activities**

U.S. Soccer and its representatives comply with all federal, state and local laws governing participation in government relations and political activities. U.S. Soccer funds or resources are not contributed to individual political campaigns, political parties, or other organizations that intend to use the funds primarily for political purposes. U.S. Soccer does not permit any political literature, campaign materials or politically orientated information, materials, posters, signs, or buttons to be displayed, circulated or otherwise present on U.S. Soccer property or in the course of conducting work for the U.S. Soccer.

You may, of course, participate in the political process on your own time and at your own expense, so long as you do not give the impression that you are speaking on behalf of or representing the U.S. Soccer in such activities. Nor can you be reimbursed by the U.S. Soccer for any personal contributions for such purposes. If you are seeking public office, you may use vacation time or request leaves of absence to campaign or hold office. The U.S. Soccer will not make contributions to any political candidate or party.

## **Gifts, Meals and Entertainment**

Do not accept gifts, meals or entertainment, or any other favor, from corporate partners or suppliers if doing so might compromise, or appear to compromise, your ability to make objective business decisions in the best interest of U.S. Soccer.

You may keep unsolicited gifts, favors, or gratuities with a value of less than \$150, but for any such items with a value in excess of \$50, you must fully



disclose in writing to the legal department or the RAC Committee the donor, purpose and amount of such gift, favor or gratuity.

You may accept occasional meals and entertainment from a corporate partner, member, or supplier if the event is attended by the corporate partner, member, or supplier, and the costs involved are in line with local custom for business-related meals and entertainment. For example, ordinary business meals and attendance at **local** sporting events (i.e. not the World Cup™) also attended by the corporate partner, member, or supplier generally are acceptable.

## **Tickets and Housing for Personal Use**

Tickets to sporting events or other entertainment venues that are offered by a partner or supplier for your personal use, without attendance by the partner or supplier, are considered gifts. They should not be accepted, unless offered to a large group of employees as part of an agreement between U.S. Soccer and the partner or supplier. The same is true of personal use of a condominium or vacation home, or personal travel on a private aircraft.

## **Accuracy of Corporate Records, Finances and Financial Reporting**

Ensure the accuracy of all U.S. Soccer business and financial records. These include not only financial accounts, but other records such as game reports, time records, expense reports and submissions such as benefits claim forms and resumes.

Ensuring accurate and complete business and financial records is everyone's responsibility, not just a role for accounting and finance personnel. Accurate recordkeeping and reporting reflects on U.S. Soccer's reputation and credibility, provides appropriate transparency to our members, and ensures that the U.S. Soccer meets its legal and regulatory obligations.

## **Use of U.S. Soccer Assets**

U.S. Soccer is a not-for-profit corporation, and so all of us share a duty to our mission. We expect all U.S. Soccer team members to serve this mission by protecting U.S. Soccer assets and using those assets in the manner intended.

- Do not engage in personal activities during work hours that interfere with or prevent you from fulfilling your job responsibilities.

- Do not use U.S. Soccer computers and equipment for outside businesses, or for illegal or unethical activities such as gambling, pornography or other offensive subject matter.
- Do not take for yourself any opportunity for financial gain that you learn about because of your position at U.S. Soccer, or through the use of U.S. Soccer property or information.

The use of U.S. Soccer assets outside of your U.S. Soccer responsibilities—such as using your U.S. Soccer work product in an outside venture, or using U.S. Soccer materials or equipment to support personal interests—requires prior written approval from each of your executive manager of your function and the Chief Talent Officer. You must have this approval renewed annually if you continue to use the asset outside of work.

## **WORKING AS A TEAM**

### **HOW WE TREAT ONE ANOTHER**

Soccer is a global game that unites us all. U.S. Soccer promotes equal opportunity in its hiring practices, makes recruiting decisions based solely on job-related criteria and does not use forced labor.

When dealing with minor athletes (anyone under 18), we comply with the Safe Soccer Framework.

At U.S. Soccer, we treat each other with respect and dignity. This means we raise our criticism constructively, acknowledge that professional disagreements may nonetheless exist, and understand that all team members are entitled to work in an environment that is free of harassment, bullying or unlawful discrimination.

Please see U.S. Soccer's [Prohibited Conduct Policy](#) for more information.

### **HOW WE WORK WITH OTHERS**

We conduct all member, corporate partner, supplier, vendor and other business relationships in a fair, equitable, ethical and legal manner consistent with the Code, all applicable law and good business practices. Decisions to hire or engage a vendor or supplier should be made on the basis of objective criteria, and not on the basis of personal relationships, friendships or the opportunity for personal gain, financial or otherwise.

## **AVOIDING ILLEGAL DRUGS AND ALCOHOL**

We follow the USOC's National Anti-Doping Policy and therefore maintain strict standards regarding substance abuse. You also may not use or possess illegal drugs or controlled substances on U.S. Soccer property or while you are engaged in any job-related activity.

In addition, we understand that we serve millions of young soccer players nationwide and so we will work to keep our activities free of alcohol when minors are present. As adults, when we support our corporate partners and celebrate our game, we do so responsibly.

Team members may not report to work under the influence of alcohol, illegal drugs or controlled substances.

## **SAFE SOCCER FRAMEWORK**

U.S. Soccer has zero tolerance for abuse or misconduct of any kind. As part of our commitment to serving our youth athletes and referees, U.S. Soccer has created a Safe Soccer Framework which represents a foundational structure for building a soccer community where all participants, be they athletes, coaches, referees, parents, administrators or volunteers, play an active role in creating a soccer atmosphere free of all forms of emotional, physical and sexual misconduct.

In keeping with U.S. Soccer's on-going commitment to athlete safety, in addition to the Safe Soccer, U.S. Soccer posts the following information on its website for 24/7 access:

- U.S. Center for SafeSport Code and link to Reporting Information
- U.S. Soccer's Integrity Hotline reporting resource
- Educational and prevention resources

The Safe Soccer Framework can be found [HERE](#).

## **PROTECTION OF RESOURCES AND INFORMATION**

### **PRIVACY AND CONFIDENTIALITY**

U.S. Soccer's information assets are valuable to the organization which we all must diligently protect from loss, theft, inadvertent or unauthorized disclosure or misuse. It is essential that everyone do their part to protect U.S. Soccer information, whether stored in computers, files or elsewhere. You must not discuss with or disclose to any unauthorized persons inside or

outside the U.S. Soccer any information that is confidential or not publicly available. This is particularly true when dealing with personal information of our members, our athletes and our fans, which information should only be used in accordance with the applicable privacy policy.

U.S. Soccer business should not be discussed with unauthorized persons. You should be careful about discussing U.S. Soccer information and activities in the presence of, or within hearing distance of, unauthorized personnel. You should also not seek or accept any information to which you and the U.S. Soccer are not legitimately entitled, regardless of the source. If you are contacted by a member of the media, you must refer the inquiry to the Communications department before responding on behalf of U.S. Soccer.

Your obligations to maintain the confidentiality and protection of U.S. Soccer information does not end even if your employment or other relationship with the U.S. Soccer may end.

## **INTELLECTUAL PROPERTY**

Our crest stands for the honor of representing the National Team on the pitch, and we expect all U.S Soccer team members to support the protection of U.S. Soccer intellectual property. You should contact U.S. Soccer's legal department regarding any anticipated use of intellectual property that does or may belong to someone else.

## **ADMINISTRATION OF THIS CODE**

The responsibility for administering the Code rests with the Talent Department, with oversight by the Chief Legal Officer and, to the extent applicable, the Risk and Audit Committee of the Board of Directors.

## **REPORTING CONCERNS TO THE INTEGRITY HOTLINE**

You may always raise a concern to coaches, referees, team administrators and U.S. Soccer staff. In addition, we encourage you to use the U.S. Soccer Integrity Hotline: <https://www.ussoccer.com/integrity-hotline> or by calling **(312) 528-7004**.<sup>4</sup>

Reports submitted to this Integrity Hotline will be handled as promptly and discreetly as possible, with facts made available only to those who need to

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<sup>4</sup> Although you may always use the Integrity Hotline confidentially, in the event you make a report of suspected child abuse to law enforcement, the U.S. Center for SafeSport, or another authority, we encourage you not to make an anonymous report simply because an anonymous report will not provide you with evidence that you discharged your mandatory reporting obligation.

investigate and resolve the matter. U.S. Soccer is committed to safeguarding the confidentiality of individuals who submit reports. In the event U.S. Soccer receives a report of suspected child abuse triggering a reporting obligation under the Safe Soccer Framework and applicable federal law, we will make the report directly and/or work with you to make the report.

U.S. Soccer does not tolerate retaliation of any kind. No individual who makes such a good faith report will be subject to retaliation, including harassment, or any adverse employment consequence, as a result of making a report.

## **INVESTIGATION OF POTENTIAL CODE VIOLATIONS**

U.S. Soccer takes all reports of potential Code violations seriously and is committed to confidentiality and investigation of allegations. U.S. Soccer's Talent and/or Legal personnel may conduct or manage Code investigations. Employees who are being investigated for a potential Code violation will have fair notice and an opportunity to be heard prior to any final determination. U.S. Soccer reserves the right to take all available disciplinary and/or remedial measures for violation of this Code.

## **OTHER U.S. SOCCER POLICIES AND GUIDELINES**

The Code does not address all workplace conduct. U.S. Soccer maintains Bylaws, Policies and additional policies and guidelines that may provide further guidance on matters in the Code or address conduct not covered by the Code. Here is a list of many of these policies, which are subject to amendment from time to time at the discretion of U.S. Soccer, and none of which alter or amend any at-will employment relationship. All of these policies are available on the U.S. Soccer Federation Membership website.

- U.S. Soccer Bylaws and Polices
- Employee Handbook
- FIFA Code of Ethics
- Policy on the Prevention of Conflicts of Interest
- Safe Soccer Framework
- Travel & Entertainment Policy
- USOC Policies