



## STATEMENT OF PRINCIPLES ON ETHICAL BEHAVIOR AND CONFLICT OF INTEREST



Those who choose to serve USA Swimming and IE Swimming, whether as volunteers or paid professionals, are held to a high standard of conduct. As guardians of Olympic ideals, they assume an obligation to subordinate individual interests to the interests of the Olympic Movement. What may be considered acceptable conduct in some businesses may be inappropriate in Olympic service.

Those who serve USA Swimming and IE Swimming must do so without personal gain in order to avoid any institutional loss or embarrassment and to behave in such a way that the organization's trust and public confidence are enhanced. It is important to avoid any real conflict of interest.

While no set of guidelines can guarantee acceptable behavior, the principles that guide behavior in this area are, disclosure of all potential conflicts, non-participation in the decision making process where personal or family gain is a possibility, and a commitment to honor the confidentiality of organizational information. All conduct is founded on the individual's own sense of integrity. Any individual accepting the honor of serving USA Swimming and IE Swimming must accept the burdens of public disclosure and public scrutiny.

In our complex society, the intermix of volunteer work, business interests, governmental activity, and family relationships often creates potentially conflicting interests. What is required is disclosure of conflicting interests when they arise, and strict nonparticipation in any evaluation process relating to the matter in question.

The following guidelines assist individuals when making personal decisions relating to ethical behavior and conflict of interest. Similar situations that create an actual conflict of interest or even the appearance of such a conflict must be scrupulously avoided.

1. The business of USA Swimming and IE Swimming is to be conducted in observance of both the spirit and letter of applicable federal and state laws.

2. USA Swimming and IE Swimming properties, services, opportunities, authority and influence are not to be used for private benefit.
3. All individuals who participate with USA Swimming and IE Swimming will disclose the nature and extent of an actual or potential conflict of interest when it occurs in the evaluation of an issue and will avoid evaluating or voting on the matter involved. This includes the award of contracts, the purchase of goods and services, the award of contracts for professional services, and the allocation of USA Swimming and IE Swimming resources for individual use.
4. Gifts, cash, travel, hotel accommodations, entertainment, or favors are neither to be given nor received, except those of nominal value exchanged in the normal course of business. Gifts and favors of more than fifty dollars (\$50.00) value should not ordinarily be accepted. If circumstances render it awkward to refuse such a gift, the donor should be thanked and told the gift is being accepted on behalf of and will be delivered to USA Swimming and/or IE Swimming.
5. Expenses incurred in the furtherance of USA Swimming and IE Swimming business are to be reasonable, necessary and substantiated.
6. All are expected to exhibit honesty, loyalty, candor and professional competence in their relationships with USA Swimming and IE Swimming and with each other.
7. Each individual has the responsibility to maintain the confidentiality of the organization. This includes both proprietary and sensitive information.

Provisions #1-7 apply not only to the signor but as well to immediate family members of the signor.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

LSC Position: \_\_\_\_\_

This document will be signed yearly during the term of the board member.