



**USA Deaf Sports Federation**  
www.usdeafsports.org

**Policy:** Conflict of Interest  
**Date Issued:** 2020  
**Owner:** Governance  
**Applies to:** USADSF Board and staff, NSOs, NSCs, Volunteers, and other Persons as specified in this policy

**Purpose:** To define the USADSF Conflict of Interest Policy.

**Policy Statement:** The United States Deaf Sports Federation (USADSF) is committed to sustaining an ethical workplace free of conflicts of interest and perceived conflicts of interest.

The USADSF requires that its Board members, employees, and volunteers recognize and avoid activities or investments which involve, might appear to involve, or could result in a potential conflict of interest. In order to ensure that all conflicts of interest, potential conflicts of interest, and perceived conflicts of interests are properly addressed, all Board members, employees, and volunteers are required annually to complete a [Disclosure Certification](#). New employees are also required to complete a Disclosure Certification when they join the USADSF.

The purpose of the Disclosure Certification and annual disclosure process is to enable the self-identification of conflicts and potential conflicts. A conflict of interest exists when an individual's activities or interests interfere with, influence, or have the potential to interfere with or influence his or her responsibilities on behalf of the USADSF or undermine the interests of the USADSF.

Examples of potential conflicts of interest are listed below. If you are unsure whether a specific activity creates a conflict of interest or perceived conflict of interest, it is better to disclose it. For purposes of the USADSF's disclosure process, "family member" includes spouse, child, stepchild, parent, sibling, domestic partner, parent of spouse/domestic partner, and sibling and child of a domestic partner. Potential conflicts of interest that should be disclosed, include, but are not limited to:

1. You own a business, maintain a second job or provide goods or services under a provider, contractor, or consulting agreement, and the business outside the USADSF that you are involved with provides goods or services to the USADSF or any NSO.
2. You or a family member acts as an agent, representative, or consultant to a business whose interests may conflict with the interests of the USADSF.
3. You participate in activities, or maintain interests that interfere with the satisfactory performance of USADSF work assignments on behalf of the USADSF (this could

include outside employment, membership on Boards or any other non-work activity that interferes with your ability to devote your full time to your USADSF responsibilities).

4. You or your family members are involved in outside Deaflympics-related organizations or committees (whether as an employee, Board member, or volunteer) such as Bid Committees, NSOs, the ICSD.
5. You or your family member holds a position of executive, officer, or director of an NSO or other sports organization that interacts with the USADSF.
6. You or your family members have a business relationship with a sponsor, supplier, licensee, or vendor of the USADSF (for a current list of USADSF sponsors, suppliers, and licensees, go to <https://www.usdeafsports.org>).
7. You or your family members have substantial personal or family financial interests in a potential or actual supplier or sponsor. (1% of issued and outstanding securities of corporations whose securities are traded publicly.) Ownership of mutual funds is excluded from disclosure.
8. You solicit gifts or gratuities using your USADSF role.
9. You accept discounts, gifts, or gratuities valued at more than \$100.00 from an entity doing business with the USADSF or an entity seeking business with the USADSF.
10. You award USADSF business to or provide favorable treatment to, a business owned or controlled by a volunteer, family member, or personal friend.
11. You or your family member are a member of an NSO taking part in USADSF or NSO run programs (such as camps, national championships, etc.).

The disclosure of a conflict or potential conflict will not necessarily prohibit involvement in the disclosed activity or with the USADSF. Rather, each disclosure will be reviewed individually by the Governance committee. Actions may be recommended to protect the individual and the USADSF from conflicts. These actions may include limitation of involvement, separation from certain USADSF activities or requests to cease the activity in question. All follow-up will be discussed with the individual Board member, employee or volunteer directly. If necessary, staff will also be included in the discussion.