



AUDIT AND COMPLIANCE MANUAL

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INTRODUCTION

This U.S. Center for SafeSport Audit and Compliance Manual (“the Manual”), updated annually, outlines safeguarding audit requirements, standards, policies, and procedures that must be adhered to by sport National Governing Bodies (NGBs) under the oversight of the U.S. Olympic & Paralympic Committee (USOPC).

In accordance with 36 U.S.C. § 220542(a)(2)(H), the U.S. Center for SafeSport (“the Center”) has been granted authority to complete regular and random audits of NGBs recognized by the USOPC. Collectively, the USOPC and NGBs are referenced throughout this Manual as “Organization” or “Organizations”.

These independent and objective reviews assess compliance with required safeguarding activities including abuse prevention training, reasonable measures to limit one-on-one interactions, and other organizational safety requirements. All Organizations must establish and enforce abuse prevention policies at all levels of their sport under which the Organization has oversight, from elite to grassroots.

The Center's audit process utilizes a comprehensive and methodically designed approach to evaluate the implementation and effectiveness of safeguarding measures at all organizational levels. The Audit Standards comprise 24 distinct standards, structured within four primary requirement areas: the formulation of prevention policies; the dissemination of policies and procedures to relevant personnel; the execution of proactive prevention initiatives; and the systematic assessment of risk.

As part of the Center's holistic prevention program, the audit process provides an independent assessment of Organizations and seeks to reinforce operational structures that support participant safety and well-being.



How does the audit process help prevent abuse in sport?

We know abuse can thrive in sport communities when there is a lack of awareness, communication, and accountability. Organizations committed to preventing abuse do not simply acknowledge that prevention is important. They take action. They work to increase awareness about how abuse happens and how their policies can prevent it. They regularly communicate those policies to their participants. And they hold themselves accountable for implementing those policies.

The Center's audit process helps identify where there is a gap or an area of improvement an Organization can address to better protect athletes from abuse. For example, an audit can provide important information, such as how many participants have not taken their annual required training. It can also indicate if participants were allowed to participate in an event in violation of sanctions.

To prevent abuse, everyone in your Organization should be aware of safeguarding policies and apply those policies correctly and regularly. An audit does not mean the Center does not trust your Organization. It also does not mean you do not trust your staff. It means that we trust each other to prioritize athlete safety and well-being. We are all responsible for the culture of safeguarding.

How do we know prevention works?

Research tells us how and when abuse is more likely to happen. It also tells us what policies and procedures work to reduce those risks. For example, we know that abuse is more likely to occur when an adult is alone with a minor. Our prevention policies aim to reduce this risk by limiting those one-on-one interactions. Auditing is how you can check to make sure you are putting this and other best practices into action.

Safeguarding athletes means going beyond prevention policies at regular practices in familiar environments. Sport events come with some unique risks and their own set of protective procedures. Some may assume abuse does not happen at events because there are too many people around. This is a myth. We know from reports to the Center that abuse can and does happen at events.

It may seem difficult to apply prevention policies and safeguarding procedures in these situations. There are more people to vet and monitor at events, additional registration and check-in procedures, transportation and lodging to manage, and other unique concerns all taking place outside your usual routine and often in an unfamiliar environment. But the places where safeguarding is difficult to implement are the same places where abuse can thrive. It is critical we work to establish a culture of safeguarding both at the Organizational level and on the ground at events.

...CONTINUED

INTRODUCTION

Throughout this Manual, you will find several sections called **Why This Matters**. This is where we will explain the research supporting prevention policies, answer some of your frequently asked questions, and connect the dots between audit requirements—which can sometimes seem unimportant or cumbersome—and best practices in abuse prevention.



Why This Matters

HOW TO USE THIS MANUAL

This Manual is intended to be used as a guide for stakeholders at all levels of sport, especially those individuals who host, conduct, or participate in events, programs, activities, or competitions under the oversight of an Organization. Other individuals involved in sport, such as parents or athletes, may also find value in this resource.

The Manual can be navigated through Table of Contents headings hyperlinked to their respective sections.

Questions related to this Manual can be directed to audit@safesport.org.



I. CENTER AUDITS AND CYCLES

The Center reinforces accountability through 2 types of regular and random audits of Organizations:

SAFEGUARDING AUDITS
Assess how policies and procedures protecting Athletes are applied in event settings.

ADMINISTRATIVE SAFEGUARDING AUDITS
Assess whether an Organization's athlete safety policies and procedures meet Center-sanctioned standards and practices for new Organizations to the Movement or where the Organization does not host or sanction events.

The Center will conduct at least 1 audit of the USOPC and all Organizations under USOPC jurisdiction every calendar year. All Audit Reports can be found at uscenterforsafesport.org/audit-reports/.

Prior to 2026, Safeguarding Audits were previously referred to as Event Audits, and Administrative Safeguarding Audits were previously referred to as Administrative Audits.

PROGRAM MANAGEMENT TYPES

The Center's Audit Department has jurisdiction over all events, programs, activities, and competitions under the oversight of the USOPC or Organization. This jurisdiction aligns with the Center's SafeSport Code and the Center's ability to impose restrictions and bar participation as a result of the Response and Resolution process.

The Center understands that there are vastly different approaches to program management among the sports within the Olympic and Paralympic Movement. As part of a comprehensive audit process, the Center will typically conduct audit activities at events. The Center has categorized events into a three-tier system shown on the next page.

TIER 1	TIER 2	TIER 3
This event level is for National-level events, including both competitions and training camps. For some Organizations, this tier could take the form of national championships, “premier” events, national team camps/tryouts, or similar. There are no domestic competitions above this category sanctioned by the NGB. These events are likely to be operated by the respective sport NGB. Examples that currently exist in the Movement include but are not limited to: National Championships, Olympic Trials, and Junior National Championships.	This event level is a lower tier of competition compared to Tier 1. Events in Tier 2 may include regional or state championship competitions and regional or state training camps, and other similar events. Events may or may not function as a qualifying event for Tier 1 events. Events at this level may not be managed by an Organization and instead are likely managed by Local Affiliated Organizations (LAOs), third parties, regional associations, state associations, clubs, or others under the oversight of the Organization.	This event level may include local competitions, camps, leagues, and other similar events. For most Organizations, these events will not qualify for any further competitions, points, or rankings. Events in this category do not limit participation based on skill level and frequently have categories for new or beginner participants. Events at this level are often not managed by an Organization, and are instead likely managed by LAOs, third parties, regional associations, state associations, clubs, or others under the oversight of the Organization. Examples that currently exist in the Movement include but are not limited to: league play, locally organized competitions, and day camps.
OTHER		
Other events or activities under the oversight of an Organization will include any activity, event, program, or competition outside of the tiers listed above. Organizations are encouraged to work with the Center's Compliance Development and Audit teams to work through the unique dynamics of their sport structure to determine classifications. Examples of these other events or activities include practices, banquets, fundraising activities, and clinics. For more examples, reference 'In-Program Contact' in the Minor Athlete Abuse Prevention Policies (MAAPP) Manual. The Center does not intend to audit activities within this category but reserves the right to do so in accordance with 36 U.S.C. § 220542(a)(2)(H).		

Note: Organizations may have additional levels of competition that exist within the Tiers described above. Organizations may use different terminology when referring to their levels of competitions.

ORGANIZATION AUDITS IN 2026

YEAR	AUDITS TO EXPECT
2026	Safeguarding Audit at a Tier 2 event for all Organizations, regardless of the presence of Minor Athletes (unless the Organization does not have Tier 2 events, at which point the audit will be conducted at an event categorized within another Tier).

For Organizations newly under USOPC authority (and Center jurisdiction): The Center will conduct a non-public Administrative Safeguarding Audit within 12 months (but no sooner than 9 months) of the Organization’s new status under USOPC authority.

POLICY REVIEWS (OR POLICY APPROVALS)

Please note that any changes or updates to an Organization’s MAAPP must be approved by the Center before distribution to membership or posting to Organization’s website. Other documentation, such as an Organization’s Response & Resolution Policy, Program Management and Governance policies, or documented procedures, may be reviewed but will not require approval.

EVENT SCHEDULE

At various points during the year, the Center’s Audit Project Manager will request all Organizations’ event schedules and relevant updates. Organizations will submit this information via form to audit@safesport.org.

SUPPLEMENTAL AUDITS

As stated in 36 U.S.C. § 220542, the Center, when an Organization’s athlete safety standards are egregiously non-compliant and/or when athlete safety is at high, imminent risk, reserves the right to impose a supplemental audit within the same audit cycle as part of an Organization’s Corrective Actions.

MULTIPLE SPORTS

If an Organization has multiple sports under its purview, the Center will, at its discretion, audit more than one of those sports within an audit cycle. (This is different than an Organization that has multiple disciplines within the same sport—the Center will not audit multiple disciplines unless circumstances arise as explained above).

THIRD PARTY

If an Organization chooses a third-party to represent the Organization as the point-person for the Safeguarding Audit, the Organization must assign an Organization staff member(s) to attend all pre- and post-audit meetings called by the auditor.



II. AUDIT TIMELINE SUMMARY

SAFEGUARDING AUDITS

TIMING Calendar Days Calculated from Date of Audit*	ACTIVITY
10 days prior to Event	Center sends official notification of projected Date of Audit and requests documents relevant to audit
5-7 days prior to Event	Center previews audit standards and logistics with Organization
ON-SITE AUDIT IS CONDUCTED: Plan for 2 days (unless event is only 1 day)	
No later than 2 weeks after the Event <i>(Organizations and event organizers are encouraged to submit documents at the start of the audit process, but no later than 2 weeks after the Event.)</i>	Documents due from Organization
No later than 11 weeks after the Event	Organization receives Draft Audit Report and Draft Risk Assessment Report
Within 2 weeks of receipt of Draft Report(s)	Management Response due from Organization
Within 2 weeks of receipt of Management Response	Organization receives Final Audit Report(s)
Ongoing until Corrective Actions are remediated	Center tracks Organization's remediation of Corrective Actions
No earlier than 7 days after Final Report	Final Report and Corrective Action Update Forms are posted publicly on the Center website
Corrective Action remediation process	Corrective Action Update Forms are posted publicly on the Center website throughout the various stages of remediation. Once all Corrective Actions are remediated, the Organization receives a Corrective Action Closure Letter

*Date of Audit is considered the first day of the scheduled Event. The Management Response submitted by each Organization will be reviewed and must be approved by the Center. The Center may not approve a Management Response that does not directly address how an Organization will remediate Corrective Actions.

ADMINISTRATIVE SAFEGUARDING AUDITS

TIMING Calendar Days Calculated from Date of Audit*	ACTIVITY
4 weeks prior to the Date of Audit	Center notifies Organization of projected audit date
3 weeks prior to the Date of Audit	Center sends Organization official notification and requests documents relevant to audit, and Center previews audit standards and logistics with Organization
No later than 2 weeks prior to the Date of Audit	Documents due from Organization
VIRTUAL OR IN-PERSON AUDIT IS CONDUCTED: Plan for 1 full business day	
No later than 11 weeks after the Date of Audit	Organization receives Draft Audit Report
Within 2 weeks of receipt of Draft Report	Management Response due from Organization
Within 2 weeks of receipt of Management Response	Organization receives Final Report
Ongoing until Corrective Actions are remediated	Center tracks Organization's remediation of Corrective Actions
No earlier than 7 days after Final Report	Final Report and Corrective Action Update Forms posted publicly on Center website
Corrective Action remediation process	Corrective Action Update Forms are posted publicly on the Center website throughout the various stages of remediation. Once all Corrective Actions are remediated, the Organization receives a Corrective Action Closure Letter

*Date of Audit is the scheduled virtual or in-person meeting The Management Response submitted by each Organization will be reviewed and must be approved by the Center. The Center may not approve a Management Response that does not directly address how an Organization will remediate Corrective Actions.

III. SCORING GUIDE

As part of the auditing procedures administered by the U.S. Center for SafeSport, each Organization will be evaluated and assigned a rating for every applicable audit standard. These ratings will reflect the extent to which the Organization has implemented and adhered to the tenets outlined in each standard. Each audit standard includes clearly defined criteria that must be satisfied in order to achieve full compliance. The Center retains sole discretion to determine the most appropriate rating level based on a comprehensive assessment of the specific facts, documentation, and contextual circumstances associated with each audit finding.

EXECUTIVE SUMMARY

An executive summary offers a concise overview of the Organization’s audit, including the purpose and summary of results. It will highlight the Organization’s score for each requirement and standard and indicate whether the Organization is compliant, needs improvement, or is deficient as outlined above. An executive summary will be included in every audit report to help quickly assess overall performance and identify key areas of improvement.



COMPLIANT

A Compliant finding indicates that the Organization has successfully met the requirements of the audit standard, resulting in a meaningful reduction in risk to sport environments. The Organization has demonstrated sound policies, procedures, and implementation practices that support a culture of safety, accountability, and prevention.

While there may be minor areas for refinement—such as improving documentation practices, increasing training frequency, or enhancing internal review mechanisms—these issues do not materially affect the effectiveness of the Organization’s overall safeguarding strategy.

The Organization is encouraged to address these minor issues as part of its continuous improvement efforts to further strengthen its commitment to athlete safety and compliance with SafeSport standards.

NEEDS IMPROVEMENT

A Needs Improvement finding indicates that while some elements of the standard have been met, there are gaps in implementation or consistency. These gaps reduce the overall effectiveness of the Organization’s safety efforts and indicate a moderate level of risk within the sport environment.

These deficiencies may include a lack of mandatory SafeSport training across participant groups, failure to communicate required information to all relevant stakeholders, incomplete policies, inconsistent application of policies such as Event Program or Governance Procedure, or the absence of a reliable mechanism to track and manage reports and allegations within the Organization’s jurisdiction.

Although foundational elements are in place, targeted improvements are necessary to enhance the reliability and reach of current safety protocols. The Organization should prioritize closing identified gaps to ensure a more comprehensive and effective safeguarding framework.

DEFICIENT

A Deficient finding indicates that the Organization has failed to meet critical components of the audit standard, resulting in a heightened and unacceptable level of risk within the sport environment. The absence or breakdown of key practices indicates a lack of infrastructure, oversight, or implementation needed to support a safe and protective environment.

Common issues in this category may include a significant lack of mandatory SafeSport training across participant groups, failure to establish core reporting and response systems, or the absence of any documented policies and procedures to promote safety and accountability within the Organization.

Substantial Corrective Actions are required to bring the Organization into alignment with SafeSport standards. Immediate focus should be placed on building the foundational elements of an effective safety system, including leadership engagement, policy and procedures development, participant education, and enforcement mechanisms.

IV. SAFEGUARDING AUDITS

Safeguarding Audits combine both administrative and onsite evaluations of an Organization's policies and procedures designed to protect participants. A total of 24 standards will be assessed during the audit process.

The onsite portion of the audit aims to assess how effectively the Organization implements its safety policies and procedures in real-word settings where athletes are actively participating. This includes events such as competitions, camps, and clinics.

The Organization should plan for the auditor to be on-site for 1 to 2 days to ensure thorough evaluation of the athlete safety practices.

Following the Safeguarding Audit, the Center will send the Organization two reports:

- 1. **A Safeguarding Audit Report, which details audit results and scores for the 24 standards. The Center will publish the Audit Report no earlier than 7 calendar days after sending the final report to the Organization.**
- 2. **A Risk Assessment Report, which details observations and recommendations based on the Organization’s policies and procedures and implementation of Required Prevention Policies.**

COMPLIANCE DEVELOPMENT

Site-Visits—the Center’s Compliance Development Team will periodically conduct a Site Visit at a separate event. During a Site Visit, the Organization will receive educational feedback about elements to be covered and assessed during the Safeguarding Audit. Scoring will not be conducted. Note: A Site Visit may not occur each year a Safeguarding Audit is conducted.

Please see [Appendix](#) for other tools and resources available to your Organization.

AUDIT REQUIREMENTS AND STANDARDS

On the next page is the start of the 2026 audit requirements and standards.

After each standard, a **“best practices”** section will lay out suggested tips and strategies to ensure compliance. In some instances, these best practices will go beyond the minimum requirements of the standard.



REQUIREMENT #1

EDUCATION & TRAINING

The Minor Athlete Abuse Prevention Policies (MAAPP) outlines training requirements for all Adult Participants. NGBs and the USOPC must require training for all Adult Participants who have regular contact with or authority over amateur athletes who are minors and all employees and board members of the Organization, a Local Affiliated Organization (LAO), or the U.S. Olympic & Paralympic Committee (USOPC).

Organizations must comply with the standards of Education and Training requirements at events, programs, activities, and/or competitions under the oversight of the USOPC, the Organization, and/or their LAOs.

Why This Matters

Research shows that the most effective prevention programs are tailored to the target community. SafeSport education is unique to those in the Olympic and Paralympic Movement. Similar courses from other organizations may cover topics like how to recognize the signs of abuse. But only SafeSport education covers the training, reporting, and prevention policy requirements specific to the SafeSport Code and MAAPP.



STANDARD 1.1

Organization must ensure that all board and staff are SafeSport trained every 12 months.

Why This Matters

To be effective, prevention programs must provide enough education at the right time and with regular follow-up to have the most impact. This standard ensures that those participants required to take training are reminded of their reporting responsibilities and given regular opportunities to practice prevention skills. Training for board members demonstrates an Organization's top-down commitment to preventing abuse. It also ensures that leaders have a baseline understanding of how abuse happens and how to prevent it before making large-scale policy decisions.

TO BE COMPLIANT

- At least 95% of board and staff members have current training.

DOCUMENTS NEEDED

- Complete list of all Organization's national office/ headquarters staff.
- Complete list of all Organization's national office/ headquarters board members (regardless of whether they are at the audited event).
 - » List must include full name, the individual's role, and email address.

BEST PRACTICES

- Designate a responsible staff member to monitor and review the training status of all board and staff on a quarterly basis.
- Establish a written procedure for steps that will be taken if a board or staff member does not renew training within 12 months.
 - » Example: Board member is prohibited from attending meetings or activities until training is current.
- Utilize an automated database to track training. The automated system provides updates for expiring training to staff/board and individual(s) responsible for tracking training.

STANDARD 1.2

Organization must ensure that at the audited event, all Adult Participants required to complete SafeSport training have completed training within the previous 12 months. Those who have not fulfilled this requirement must be either prevented from participating or placed in a role that does not have regular contact with or authority over amateur athletes who are minors.

Important Terms & Definitions: Adult Participant

If an Adult Participant required to be SafeSport trained did not complete the training, but was either prevented from participating or acted in a role without regular contact and/or authority over athletes who are minors, the score will not be impacted.

TO BE COMPLIANT

- At least 95% of individuals required to be SafeSport trained have current training.

DOCUMENTS NEEDED

- Complete list of all Adult Participants at the audited event required to be U.S. Center for SafeSport trained.
 - » List must include name, role, and email address of each identified Adult Participant.

BEST PRACTICES

- Provide event organizers access to a registration system that automatically verifies SafeSport training compliance at the point of registration. The system would confirm that all Adult Participants required to complete SafeSport training have done so within the past 12 months and either prevent the completion of registration or flag that the individual cannot participate until training is completed.
- Provide event organizers with a template for tracking Adult Participants, specifically for those that are not listed within the event registration system.



REQUIREMENT #2

COMMUNICATION AND ATHLETE SAFETY AWARENESS

Awareness of and communication about athlete safeguarding measures is necessary to ensure all Participants within the Olympic and Paralympic Movement understand their rights and requirements when participating in sport.

Why This Matters

Research shows that repetition in education aids comprehension and memory retention. Regular communication from Organizations to their participants increases awareness of athlete safety policies and procedures. Communication by each Organization ensures that prevention policies are applied consistently across the Movement. It also signals to all members that their Organization cares about this issue and that misconduct will not be tolerated.



STANDARD 2.1

Organization must publish its current Center-approved MAAPP, in an easy-to-access location, on its website by the Organization’s effective date.

TO BE COMPLIANT

- Organization’s current Center-approved MAAPP was posted by the effective date.
- Organization’s current Center-approved MAAPP is published on a clearly labeled and reasonable location of the Organization’s official website.

DOCUMENTS NEEDED

- Organization’s current Center-approved MAAPP.
- Hyperlink to the Organization’s webpage where the Center-approved MAAPP is posted publicly.

BEST PRACTICES

- Post policy under a dedicated “**Safe Sport**” or “**Athlete Safety**” page and linked directly from the homepage, footer, or main navigation menu to ensure visibility.
- Save documentation that identifies the date the policy was posted on Organization’s website.
 - » Examples: Save email chain with IT or individual(s) in charge of website updates; screen shot of timestamp when posted.
- Maintain a tracking mechanism identifying when the policy is updated and posted on Organization website.

All updates made to an Organization's MAAPP must be approved by the Center. If an Organization has a new version of the MAAPP approved by the Center, the Organization must update its website by the MAAPP’s effective date.

STANDARD 2.2

Organization must publish a link to the Center’s Code website which includes the current SafeSport Code or the Center’s current SafeSport Code PDF in an easy-to-access location on its website by January 1, 2026.



Why This Matters

Placing the SafeSport Code on your Organization's website means members will have multiple points of access to it. The more places people can find the SafeSport Code, the more familiar they are with it and more likely they are to review it. It will also be easier for them to find when they need it. This consistent reminder of the SafeSport Code on your website helps demonstrate that your Organization does not tolerate misconduct and that your members are aware of their reporting responsibilities and prevention policies.

The current U.S. Center for SafeSport Code (uscenterforsafesport.org/response-and-resolution/safesport-code) is posted to the Center's website in English, French, and Spanish. Along with noteworthy revisions.

TO BE COMPLIANT

- The current SafeSport Code PDF or link to the Center’s Code website is posted on the Organization’s website and is located on a clearly labeled and reasonable location on the Organization's website.

DOCUMENTS NEEDED

- Hyperlink to Organization’s webpage where the SafeSport Code is posted publicly.

BEST PRACTICES

- Post Center’s Code under a dedicated “Safe Sport” or “Athlete Safety” page and linked directly from the homepage, footer, or main navigation menu to ensure visibility.
- Save documentation that identifies the date the Center’s Code was posted on Organization's website.



STANDARD 2.3

Organization must publish a reporting mechanism in an easy-to-access location on its website, allowing individuals to report allegations of suspected Sexual Misconduct, Physical Misconduct, Emotional Misconduct, or violations of the MAAPP. The reporting mechanism must:

Important Terms & Definitions:
Reporting Mechanism

- a. Allow the report to be submitted with no associated costs, fees, or other financial barriers attached to submitting a report.**
- b. Include an express statement that individuals may report anonymously.**
- c. Allow individuals to report anonymously.**
- d. Identify the jurisdictional authority of the Center and the Organization.**
- e. Include a link to the Center’s reporting portal.**



Why This Matters

Research shows repeating information in plain language helps people understand and remember, especially in times of high stress. Reporting abuse can be a stressful situation, making it difficult for them to absorb what they are reading. Placing clear information about your reporting system and emphasizing key safety features, such as the ability to report anonymously, helps people better understand their options and the reporting process.

TO BE COMPLIANT

- Organization’s reporting mechanism is published on a clearly labeled and reasonable location of the Organization’s website.
- Organization’s published reporting mechanism allows for an individual to submit a form without charging a fee.
- Organization’s published reporting mechanism states that individuals can report anonymously.
- An individual can submit a report anonymously via an online form or other mechanism that does not create barriers to submit anonymously.
- The reporting process allows for individuals to report allegations of suspected Sexual Misconduct, Physical Misconduct, Emotional Misconduct, or violations of the MAAPP.
- Organization’s reporting mechanism has a clear statement identifying where to report allegations of suspected Sexual Misconduct, Physical Misconduct, Emotional Misconduct, or violations of the MAAPP.
- Organization’s reporting mechanism includes a link to the Center’s reporting portal.
- Organization’s reporting mechanism clearly defines jurisdictional authority of the Center and the Organization.

DOCUMENTS NEEDED

- Hyperlink to the Organization’s webpage where the reporting mechanism is posted publicly.



STANDARD 2.4
Organization must clearly communicate how to report allegations of suspected Sexual Misconduct, Physical Misconduct, Emotional Misconduct, or violations of the MAAPP every 12 months to all Participants. Communication must include a link to the reporting mechanism included in Standard 2.3.

TO BE COMPLIANT

- The communication was sent electronically or via hard copy.
- The communication includes a link to the NGB's published processes for reporting misconduct.
- The communication messaging is clear that the NGB's reporting process for misconduct is linked.
- The communication was within 11 months prior to the audit (or upon a Participant's membership annual renewal).
- The communication was sent to all categories of Participants.

Important Terms & Definitions:
Reporting Mechanism

Communication to the parent or guardian of a Minor Athlete is sufficient to meet this standard for inclusion of Minor Athletes on communications.

DOCUMENTS NEEDED

- Evidence demonstrating that a communication(s) of the Organization's reporting mechanism was sent to all Participants.
 - » Provide evidence of who the recipients were, and the date communication(s) were sent.

BEST PRACTICES

- Maintain a written communication plan that includes the timeframes for communication to all Participants on how to report allegations of suspected Sexual Misconduct, Physical Misconduct, Emotional Misconduct, or violations of the MAAPP.
- Send communication on a regular cadence as outlined in the communication plan, such as quarterly, at the start of each season, or automatically as part of a Participant's membership agreement or renewal process.



STANDARD 2.5

Organization must publish its written policies identified in Standard 4.1 and written procedures identified in Standard 4.2 (Response and Resolution Systems).



Why This Matters

Effective prevention policies include regular follow-up. Yearly communication about the SafeSport Code demonstrates your continued commitment to athlete safety and well-being. It also allows those new to the Movement to become familiar with the SafeSport Code and allows Organizations to notify all members of any recent policy changes.

TO BE COMPLIANT

- Response and Resolution policies and procedures in Standards 4.1 and 4.2 are in a clearly labeled and reasonable location on the Organization's official website.
- Response and Resolution policies and procedures include all the requirements identified in Standards 4.1 and 4.2.

DOCUMENTS NEEDED

- Hyperlink to the Organization's webpage where Response and Resolution policies and procedures are posted publicly.

BEST PRACTICES

- Save documentation that identifies the date the policy was posted on Organization's website.
- Maintain a tracking mechanism when the policy is updated and posted on Organization's website.
- Post Response & Resolution policies and procedures in Standards 4.1 and 4.2 under a dedicated "Safe Sport" or "Athlete Safety" page and link directly from the homepage, footer, or main navigation menu to ensure visibility.



STANDARD 2.6

Organization must communicate its current Center-approved MAAPP, by its effective date, and every 12 months thereafter to all Participants.



Why This Matters

Effective prevention policies include regular follow-up. Yearly communication about the SafeSport Code demonstrates your continued commitment to athlete safety and well-being. It also allows those new to the Movement to become familiar with the SafeSport Code and allows Organizations to notify all members of any recent policy changes.

All updates made to an Organization's MAAPP must be approved by the Center. If an Organization has a new version of the MAAPP approved by the Center, the Organization must communicate its new version of the MAAPP, by its effective date, and every 12 months thereafter.

TO BE COMPLIANT

- The communication was sent electronically or via hard copy.
- The communication includes an attachment or link the current Center-approved MAAPP.
- The communication messaging is clear that the MAAPP is attached or linked and that it must be reviewed.
- The communication was sent no more than 12 months from the previous year's communication (or upon a Participant's membership annual renewal).
- The communication was sent to all categories of Participants.

DOCUMENTS NEEDED

- Evidence demonstrating that communication(s) of the Organization's current Center-approved MAAPP was sent to all Participants.
 - » Provide evidence of who the recipients were, and the date communication(s) were sent.

BEST PRACTICES

- Maintain a communication plan that includes the timeframes the MAAPP will be communicated.
- Send Communication of the MAAPP regularly, such as quarterly, at the start of each season, or automatically as part of a Participant's membership agreement or renewal process.
 - » After communicating all MAAPP requirements, highlight areas of the MAAPP that are most common within the Organization.
- Automate communications of the MAAPP to be triggered with membership signup or renewal.
- Collect participant acknowledgments of policy receipt and understanding.
 - » This can be an automated acknowledgement that happens at time of receipt along with new membership or renewal.

STANDARD 2.7
Organization must communicate the current SafeSport Code, by its effective date and every 12 months thereafter to all Participants.

TO BE COMPLIANT

- The communication was sent electronically or via hard copy.
- The communication includes the current Code PDF as an attachment, or link to the current SafeSport Code on the Center’s Code website.
- The communication messaging is clear that the Code is linked or attached.
- The communication was sent no more than 12 months from the previous year’s communication (or upon a Participant’s membership annual renewal).
- The communication was sent to all categories of Participants.

Important Terms & Definitions:
Participant

Communication to the parent or guardian of a Minor Athlete is sufficient to meet this standard for inclusion of Minor Athletes on communications.

DOCUMENTS NEEDED

- Evidence demonstrating that communication(s) of the Center’s current Code was sent to all Participants.
 - » Provide evidence of who the recipients were, and the date communication(s) were sent.

BEST PRACTICES

- Establish a written communication plan that defines the timeframes for communicating the current SafeSport Code to all Participants.
- Send communication of the SafeSport Code regularly, such as quarterly, at the start of each season, or automatically as part of a Participant’s membership agreement or renewal process.
- Collect Participant acknowledgements of receipt and understanding of the SafeSport Code.



STANDARD 2.8
Organization must communicate the availability of training for parents/guardians on the prevention and reporting of child abuse every 12 months, to all Participants.



Why This Matters

Research shows that effective prevention programs are comprehensive, meaning they address abuse in multiple settings, including the home. Organizations can help by giving families the tools they need to recognize, prevent, and respond to abuse in sport. Communications sent to all members about available training for parents and guardians means more opportunities to train those target audiences.

Important Terms & Definitions:
Participant

Communication to the parent or guardian of a Minor Athlete is sufficient to meet this standard for inclusion of Minor Athletes on communications.

TO BE COMPLIANT

- The communication was sent electronically or via hard copy.
- The communication includes a link or information for how to access training regarding the prevention and reporting of child abuse for parents.
- The communication messaging should be clear that the link provided to access the training is for training regarding the prevention and reporting of child abuse for parents.
- The communication was sent no more than 12 months from the previous year's communication (or upon a Participant's membership annual renewal).
- The communication was sent to all categories of Participants.

DOCUMENTS NEEDED

- Evidence of communication(s) sent to all Participants regarding the availability/offering of training for parents/guardians on the prevention and reporting of child abuse.
 - » Evidence must include who the recipients were and the date communication(s) sent.

BEST PRACTICES

- Maintain a written communication plan that includes the timeframes for communication to all Participants on availability of training for parents/guardians on the prevention and reporting of child abuse to all Participants.
- Send communications regarding parent/guardian training regularly, such as quarterly, at the start of each season, or automatically as part of a Participant's membership agreement or renewal process.
- Develop a regular newsletter specifically for parents/guardians of Minor Athletes that includes the training offering. To obtain parent contact information, Organization's should require parent/guardian email addresses and phone numbers at the time of Minor Athlete registration and verify and update this contact information annually or prior to the start of each season.
- Convey clear messaging on the purpose and importance of the training, instructions on how to access it, and encourages participation to support a safe environment for Minor Athletes.

STANDARD 2.9

Organization must communicate the availability of training for Minor Athletes on the prevention and reporting of child abuse every 12 months, to all Participants.



Why This Matters

Minors are an important part of the sport ecosystem. Education is essential for them as well, and not just as potential victims of abuse. Minors can also cause harm to their peers. Organizations can help by directing Minor Athletes to the tools they need to learn how to recognize the signs of abuse, respect others’ boundaries, report misconduct, and support their peers. Communications sent to all members about available training for Minor Athletes means more opportunities to train that target audience.

Important Terms & Definitions:

Participant

Communication to the parent or guardian of a Minor Athlete is sufficient to meet this standard for inclusion of Minor Athletes on communications.

TO BE COMPLIANT

- The communication was sent electronically or via hard copy.
- The communication includes a link or information for how to access training regarding the prevention and reporting of child abuse for Minor Athletes.
- The communication messaging should be clear that the link provided to access the training is for training regarding the prevention and reporting of child abuse for Minor Athletes.
- The communication was sent no more than 12 months from the previous year’s communication (or upon a Participant’s membership annual renewal).
- The communication was sent to all categories of Participants.

DOCUMENTS NEEDED

- Evidence of communication(s) sent to all Participants regarding the availability/offering of training for Minor Athletes on the prevention and reporting of child abuse.
 - » Evidence must include who the recipients were, and the date communication(s) was sent.

BEST PRACTICES

- Maintain a written communication plan that includes the timeframes for communication to all Participants on the availability of training for parents/guardians on the prevention and reporting of child abuse to all Participants.
- Send communications regarding Minor Athlete training regularly, such as quarterly, at the start of each season, or automatically as part of a Participant’s membership agreement or renewal process.
- Develop a regular newsletter specifically for parents/guardians of Minor Athletes that includes the training offering. To obtain parent contact information, Organizations should require parent/guardian email addresses and phone numbers at the time of Minor Athlete registration and verify and update this contact information annually or prior to the start of each season.
- Convey clear messaging on the purpose and importance of the training, instructions on how to access it, and encourages participation to support a safe environment for Minor Athletes.

STANDARD 2.10
Organization must communicate its policies and procedures included in Standards 3.1, 3.2, and 3.3 (Program Management and Governance) every 12 months, to event organizers and LAO Administrators, if applicable.

TO BE COMPLIANT

- The communication was sent electronically or via hard copy.
- Communication includes an attachment or link to all the Program Management and Governance policies and procedures applicable to Standards 3.1, 3.2, and 3.3.
- The communication is clear that the policies and procedures applicable to Standards 3.1, 3.2, and 3.3 are in the attached document(s) or linked.
- The communication was sent no more than 12 months from the previous year’s communication (or event sanctioning).
- The communication was sent to all individuals who operate events and all LAO leadership and/or Administrators (if applicable).

Important Terms & Definitions:
LAO

“If applicable”, Organizations who have LAOs must communicate the policies and procedures included in Standards 3.1, 3.2, and 3.3 to LAO Administrator/Leadership, regardless of their involvement in sanctioned event operations.

Individuals who operate events should include relevant Organization staff.

DOCUMENTS NEEDED

- Evidence of communication(s) sent to all event organizers and LAO administrators of the Organization’s policies and procedures relevant to Standards 3.1, 3.2, and 3.3.
 - » Provide evidence of who the recipients were, and the date communication(s) were sent.

BEST PRACTICES

- Maintain a written protocol to ensure that all applicable Program Management and Governance policies and procedures—specifically those related to Standards 3.1, 3.2, and 3.3—are communicated to event organizers and LAO administrators.
- Communicate these policies to event organizers at the time of sanctioning approval and/or within a reasonable timeframe prior to each sanctioned event.
- Collect event organizers’ acknowledgments of policy receipt and understanding of the policies and procedures.
- Conduct an annual training at the start of each season for event organizers that covers these procedures and their practical application.



STANDARD 2.11

Organization must adopt a documented procedure to communicate the current Center-approved MAAPP requirements to all Event Participants at sanctioned events. The documented procedure must require that a direct communication be sent to all pre-registered Event Participants prior to an event. The documented procedure must require that day-of Participants receive a direct communication prior to participation.

TO BE COMPLIANT

- The written procedure includes the requirement that a direct communication be sent to all pre-registered Event Participants, including Minor Athletes or their parent/guardian, prior to an event of the Center-approved MAAPP requirements.
- The written procedure includes how the communication must be sent to pre-registered event participants.
- The written procedure includes the requirement that a direct communication of the Center-approved MAAPP requirements be sent to all day-of Participants prior to participation.
- The written procedure includes how the communication must be provided to all day-of participants prior to participation.
- The written procedure must require that either the full current Center-approved MAAPP, a summary of the current Center-approved MAAPP, or MAAPP-At-A-Glance be communicated.

Important Terms & Definitions:

Direct Communication, Pre-Registered Event Participant, Adopt a Documented Procedure

DOCUMENTS NEEDED

- Organization's written procedures regarding how the current Center-approved MAAPP requirements will be communicated to all Event Participants at sanctioned events, including pre-registered and day-of participants.

BEST PRACTICES

- Send communication templates to event organizers to ensure consistent messaging and include distribution timelines to ensure compliance.
- Include the MAAPP requirements as part of registration confirmation emails and/or by providing QR codes or printed materials to Participants at credential pick-up or check-in.



STANDARD 2.12
Organization must adopt a documented procedure to communicate how to report allegations of suspected Sexual Misconduct, Physical Misconduct, Emotional Misconduct, and violations of the MAAPP to all Event Participants at sanctioned events. The documented procedure must require that a direct communication be sent to all pre-registered Event Participants prior to an event. The documented procedure must require that day-of Participants receive a communication prior to participation.

TO BE COMPLIANT

- The written procedure includes the requirement that a direct communication of how to report allegations of Sexual Misconduct, Physical Misconduct, Emotional Misconduct, and violations of the MAAPP be sent to all pre-registered Event Participants, including Minor Athletes or their parent/guardian, prior to an event.
- The written procedure includes how the communication must be sent to pre-registered event participants.
- The written procedure includes the requirement that a direct communication of how to report allegations of suspected Sexual Misconduct, Physical Misconduct, Emotional Misconduct, and violations of the MAAPP be sent to all day-of Participants prior to participation.
- The written procedure includes how the communication must be provided to all day-of participants prior to participation.
- The written procedure includes a clear statement identifying how to report allegations for each of the following: Sexual Misconduct, Physical Misconduct, Emotional Misconduct, and violations of the MAAPP. The express statement may be included within a provided communication template.

Important Terms & Definitions:

Direct Communication, Pre-Registered Event Participant, Adopt a Documented Procedure

DOCUMENTS NEEDED

- Organization's written procedure for communicating how to report allegations of suspected Sexual Misconduct, Physical Misconduct, Emotional Misconduct, and violations of the MAAPP to all Event Participants at sanctioned events, including pre-registered and day-of participants.

BEST PRACTICES

- Use templates to ensure consistent messaging and includes distribution timelines to ensure compliance.
- Communication template includes:
 - » Information on how to report allegations of suspected Sexual Misconduct, Physical Misconduct, Emotional Misconduct, and violations of the MAAPP.
- Day-of communication provides QR codes or printed materials to participants at credential pick-up or check-in.

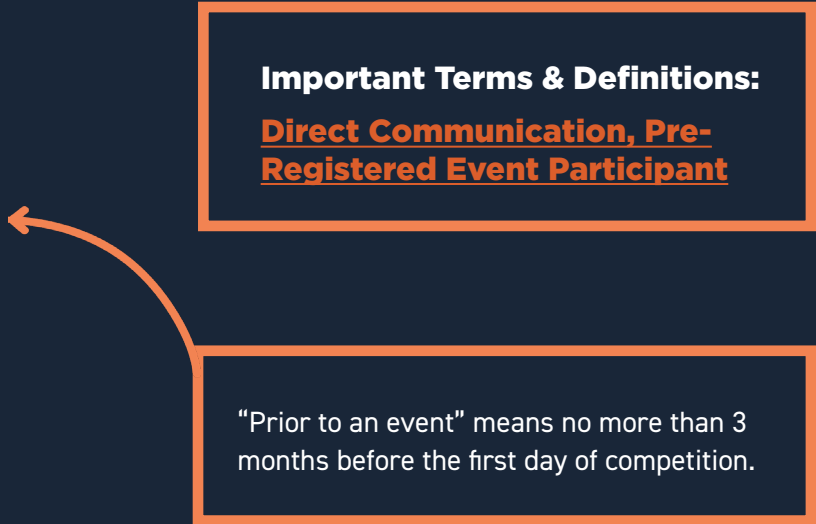
STANDARD 2.13
Organization must provide evidence that the documented procedure identified in Standard 2.11 was implemented at the audited event.

TO BE COMPLIANT

- A direct communication of the MAAPP requirements was sent to pre-registered Event Participants prior to an event in accordance with the procedures described in 2.11.
- Day-of Participant communications were provided prior to participation and in accordance with the procedures described in 2.11.
- The communication included either the full Center-approved MAAPP policy or summary (MAAPP-At-A-Glance).

DOCUMENTS NEEDED

- Evidence of communication(s) sent to all Event Participants (including day-of Event Participants, if applicable) regarding the Organization’s Center-approved MAAPP for the audited event.
 - » Evidence must include who the recipients were, and the date the communication(s) was sent.



BEST PRACTICES

- Collect Event Participant (including day-of participants) acknowledgments of policy receipt and understanding upon check-in.



STANDARD 2.14
Organization must provide evidence that the documented procedure identified in Standard 2.12 was implemented at the audited event.

TO BE COMPLIANT

- A direct communication of how to report allegations of suspected Sexual Misconduct, Physical Misconduct, Emotional Misconduct, and violations of the MAAPP is being sent to pre-registered Event Participants that was sent prior to an event in accordance with the procedures described in 2.12.
- Day-of Participant communications were provided prior to participation and in accordance with the required elements described in 2.12.
- The communication included an express statement for how to report allegations of suspected Sexual Misconduct, Physical Misconduct, Emotional Misconduct, and violations of the MAAPP.

Important Terms & Definitions:
Direct Communication, Pre-Registered Event Participant

“Prior to an event” means no more than 3 months before the first day of competition.

DOCUMENTS NEEDED

- Evidence of communication(s) sent to all Event Participants (including day-of Event Participants, if applicable) on how to report allegations of suspected Sexual Misconduct, Physical Misconduct, Emotional Misconduct, and violations of the MAAPP at the audited event.
 - » Provide evidence of who the recipients were, and the date communication(s) were sent.

BEST PRACTICES

- Include within event-specific newsletters the MAAPP and how to report allegations of suspected Sexual Misconduct, Physical Misconduct, Emotional Misconduct, and violations of the MAAPP (recipient list, date and timestamp included).
- Include within event-specific email the MAAPP and how to report allegations of suspected Sexual Misconduct, Physical Misconduct, Emotional Misconduct, and violations of the MAAPP (recipient list, date and timestamp included). Email clearly states the participant categories who receive email(s) (recipient list, date and timestamp included).
- Send an automatic event-specific email, via Organization’s membership system, upon completion of registration that includes the MAAPP and how to report allegations of suspected Sexual Misconduct, Physical Misconduct, Emotional Misconduct, and violations of the MAAPP (recipient list, date and timestamp included).
- Provides template language within written policy that all event organizers are required to use in the event communication. A selected organization member is copied on email communication sent by event organizers for event participants.
- Require participants to acknowledge receipt of communication.

REQUIREMENT #3

PROGRAM MANAGEMENT AND GOVERNANCE

The 2025 MAAPP and the SafeSport Code identify requirements for Participants, including minors, within the Olympic and Paralympic Movement. These policies also define organizational requirements for Organizations, LAOs, and the USOPC. Organization's and the USOPC must implement written policies and procedures to ensure all training requirements are met and no individuals on the Organizational Exclusion List (OEL) are allowed to participate in events, programs, activities, and/or competitions under the oversight of the USOPC, Organization, and/or the LAO.

Why This Matters

We know from audit reports and incidents reported to SafeSport's Response and Resolution team that banned or ineligible individuals do attempt to participate even when they are not permitted. If they are allowed to participate, they may have access to the same physical spaces as participants and opportunities to engage with them. These mistakes create further risk to the sport community, affect the mental well-being of participants, and erode trust in sport organizations. Notifying all event participants of these policies covers multiple points of risk. Policies are most effective when everyone is aware of them.



STANDARD 3.1

Organization must adopt a written policy that states all Participants, including day-of Participants, on the Organizational Exclusion List (OEL) are prohibited from participating in all events, programs, activities, and/or competitions under the oversight of the USOPC, Organization, and/or their LAO.

TO BE COMPLIANT

- The Organization has a written policy that clearly applies to all participants, including day-of participants.
- The written policy includes the prohibition of participation by individuals on the OEL at all events, programs, activities, and/or competitions under the oversight of the USOPC, Organization, and/or the LAO.

DOCUMENTS NEEDED

- Organization's written policy that contains all required elements included in Standard 3.1.

BEST PRACTICES

- Combine all Program Management and Governance policies and procedures into one comprehensive document.

Important Terms & Definitions:
Organizational Exclusion List

The policy in 3.1 can be combined into the same document as 3.2 and 3.3 or it may be included in a separate document.

Organizations who have certified with the Center, that the Organization does not have LAOs, do not need to include "LAO."

STANDARD 3.2

Organization must adopt a written policy that states all Adult Participants, including day-of Participants, who are required to complete SafeSport training have completed this training within the previous 12 months. If training is not current, the Adult Participant must be prevented from participating or participate in a role that does not include regular contact with or authority over amateur athletes who are minors in any event, program, activity, and/or competition under the oversight of the USOPC, Organization and/or their LAO.

TO BE COMPLIANT

- The Organization has a written policy that clearly applies to all participants, including day-of participants.
- The written policy states that all required Adult Participants must have completed SafeSport training within the previous 12 months in order to participate or have regular contact and/or authority over amateur athletes who are minors.
- The written policy applies to all events, programs, activities, and/or competitions under the oversight of the USOPC, Organization, and/or the LAO.

DOCUMENTS NEEDED

- Written policy that contains all required elements included in Standard 3.2.

The policy in 3.2 can be combined into the same document as 3.1 and 3.3 or it may be included in a separate document.

Organizations who have certified with the Center, that the Organization does not have LAOs, do not need to include “LAO.”

BEST PRACTICES

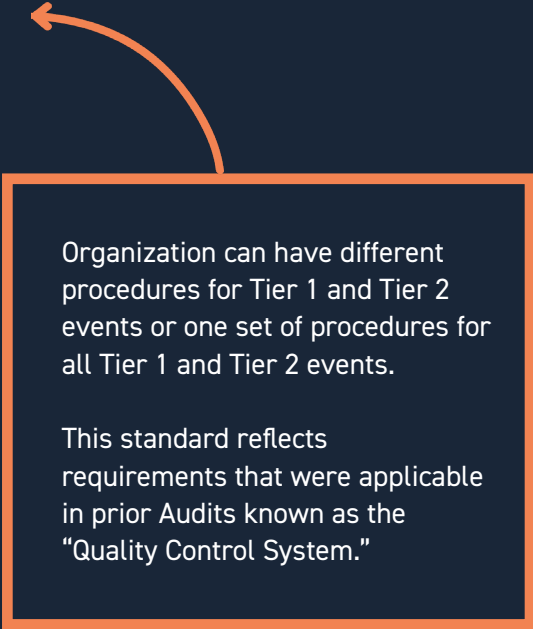
- Combine all Program Management and Governance policies and procedures into one comprehensive document.



STANDARD 3.3
Organization must adopt a documented procedure that requires Standards 3.1 and 3.2 to be enforced at all Tier 1 and Tier 2 sanctioned events.

TO BE COMPLIANT

- The written procedure includes all steps the event organizer and Organization must take to ensure that all Adult Participants, including day-of Participants, who are required to complete SafeSport training have completed this training within the previous 12 months. If training is not current, the Adult Participant must either be prevented from participating or assigned to a role that does not include regular contact with or authority over amateur athletes who are minors at all Tier 1 and Tier 2 events.
- The written procedure includes all steps the event organizer and Organization must take to ensure all Participants, including day-of Participants, on the Organization OEL are prohibited from participating in all Tier 1 and 2 events.
- Written procedure applies to all Tier 1 and Tier 2 events.



Organization can have different procedures for Tier 1 and Tier 2 events or one set of procedures for all Tier 1 and Tier 2 events.

This standard reflects requirements that were applicable in prior Audits known as the “Quality Control System.”

DOCUMENTS NEEDED

- Written document that contains the procedures to ensure Standards 3.1 and 3.2 are enforced at all Tier 1 and Tier 2 events.

BEST PRACTICES

- Ensure the accuracy of the Organization's OEL.
- Use event registration systems that:
 - » Prevent ineligible participants from registering
 - » Flag non-compliant participants
 - » Maintain records of all participants
- Registration deadline/closure prior to the event.
- Require pre-event participant lists to be submitted to the Organization for eligibility confirmation.
- Grant event organizers access to:
 - » The Organization's membership or SafeSport training database
 - » The OEL and Jurisdictional Hold lists for real-time screening
- Conduct compliance audits, which could include:
 - » On-site reviews
 - » Remote monitoring
 - » Requests for supporting documentation
- Tailor approach based on event size and complexity, often using a combination of the above options to ensure eligibility checks cover all participants, including day-of or on-site registrants/participants.

STANDARD 3.4

The Center will assess the Organization’s design and operating effectiveness of Standard 3.3 for:

- a. The audited event
- b. Tier 1 or Tier 2 sanctioned events

TO BE COMPLIANT

- Organization can demonstrate that event organizers implemented the written procedures described in Standard 3.3.
- Organization can demonstrate the written procedures were implemented at another Tier 1 or Tier 2 sanctioned event.

DOCUMENTS NEEDED

- Evidence of the implementation of the procedures in Standard 3.3 in accordance with a) the audited event and b) a Tier 1 or Tier 2 sanctioned event.
- Complete list of ALL Event Participants at the audited event regardless of being required to be SafeSport trained (list must include full name and role of each individual).

BEST PRACTICES

- Ensure event organizers manage event-level compliance with clear expectations and resources to implement SafeSport and OEL checks.
- Maintain a well-organized document that demonstrates how eligibility checks for SafeSport training compliance and OEL verification is enforced by event organizers for both pre-registered and day-of participants.
- Require event organizers to participate in regular training and guidance, including access to relevant systems (e.g., SafeSport training status, OEL, and Jurisdictional Hold lists), templates, and tools provided by Organization.
- Actively gather and track feedback from event organizers after events and use this feedback to refine procedures, improve clarity, and increase operational efficiency within the Organization.
- Require event organizers to sign/acknowledge they will adhere to the Organization's written policy and compliance procedures.
- Require post-event documentation to be submitted by event organizer such as event participant lists, completed checklists, communications, or tracking spreadsheets.

Please see the appendix for more information about examples.

REQUIREMENT #4
 RESPONSE AND RESOLUTIONS SYSTEMS

Organization must establish policies and procedures for how it will address suspected allegations of misconduct that fall under the Center’s [SafeSport Code](#).

Why This Matters

Not all allegations reported to the Center fall under our exclusive jurisdiction, and some reports are made directly to the Organization’s. Organization’s must have their own investigative process and communicate that process clearly to their members to help make sure all reports of misconduct are investigated appropriately, not just the ones handled by the Center. This signals to members that reporting and investigative policies are applied consistently across the Olympic and Paralympic Movement and that safeguarding is taken seriously at all levels.



STANDARD 4.1
 Organization must adopt a written policy pertaining to the reporting, intake, and investigation of suspected Sexual Misconduct, Physical Misconduct, Emotional Misconduct, or violations of the MAAPP, which includes:

- a. An express statement that an individual may report anonymously.
- b. Compliance with the mandatory reporting of child abuse provisions in the current SafeSport Code—including, (1) mandatory reports to law enforcement, (2) compliance with any other applicable reporting obligations under state or federal laws, and (3) mandatory reports to the Center.
- c. An express statement that the Organization must report an allegation that falls within the Center’s exclusive jurisdiction, directly to the Center, immediately, but no later than 24 hours.
- d. An express statement that the Organization must promptly inform an identified reporting party of its jurisdictional determination regarding their report to the Organization, communicating that the matter is being referred to the Center, is being addressed by the Organization, or is being referred to an LAO.
- e. An express statement that the Organization must respond to requests from the Center within 72 hours regarding the eligibility status of a Participant and the existence of Organization-imposed temporary measures or safety plans.
- f. An express statement that prohibits retaliation before, during, and after the process (whether led by the Organization or by the Center) of resolving an allegation of suspected Sexual Misconduct, Physical Misconduct, Emotional Misconduct, or violation of the MAAPP.
- g. An express statement that the Organization shall not interfere in, attempt to interfere in, or attempt to influence the outcome of any Center investigation.
- h. An express statement that designates a representative or department at the Organization who ensures the documented procedure is being followed.

24 hours starts from “receipt.” For example, if an email is sent on Saturday to an Organization with a report, the Organization has until 8am Tuesday to report it to the Center.

TO BE COMPLIANT

- The policy includes all of requirements in 4.1(a-h).

DOCUMENTS NEEDED

- Organization’s written policy that contains all required elements included in Standard 4.1.

BEST PRACTICES

- Create one document that includes all the policies and procedures for Standards 4.1 and 4.2.

STANDARD 4.2

Organization must adopt a documented procedure pertaining to the intake and investigation process that identifies the actions it will take to determine whether Physical Misconduct, Emotional Misconduct, or violations of the MAAPP occurred. The documented procedure must include:

- a. Actions the Organization and/or its LAO will take to respond to and resolve reported allegations of Physical Misconduct, Emotional Misconduct, violations of the Organization’s MAAPP, and violations that fall within the Organization’s jurisdiction in which the Center declines.

TO BE COMPLIANT

- Organization has a written procedure addressing the intake, investigation, and resolution of misconduct.

DOCUMENTS NEEDED

- Organization’s written document that contains all documented procedures for the Organization and its LAOs (if applicable).

STANDARD 4.3

Organization must demonstrate its tracking of reported SafeSport allegations within its jurisdiction, how the allegation was responded to, and the respective outcome. This tracking mechanism must include the outcome of each report received, including violations that fall within the Organization’s jurisdiction in which the Center declines.

TO BE COMPLIANT

- Organization's tracking mechanism reflects 1) how each allegation is responded to and 2) each respective outcome.
- Organization must track declined jurisdiction cases and score a 90% or higher on random cases select- ed by auditor.

DOCUMENTS NEEDED

- Organization's tracking mechanism/system (e.g., Excel spreadsheet or case management system) for all reported allegations within the Organization (or its LAO's) jurisdiction, reflecting how each allegation of abuse or misconduct is responded to, and its respective outcome.

BEST PRACTICES

- Designate staff member(s) to regularly review the Organization's tracking mechanism to ensure accuracy, completeness, and adherence to procedures.
- Utilize a case management system to track all reports of alleged misconduct.
- Require LAOs to utilize the same tracking mechanism.

STANDARD 4.4

Organization must annually, by April 30, submit to the Center its Data of Matters Addressed by the Organization and its LAO(s). The data submission from the Organization and its LAO(s) must include the following information:

- a.

Number of reports of Physical Misconduct, Emotional Misconduct, and violations of the MAAPP.
- b.

Number of investigations of Physical Misconduct, Emotional Misconduct, and violations of the MAAPP.
- c.

Number of violations of Physical Misconduct, Emotional Misconduct, and violations of the MAAPP.

TO BE COMPLIANT

- Organization has a written policy to submit to the Center Data of Matters Addressed.

DOCUMENTS NEEDED

- Organization’s written policy to submit to the Center Data of Matters Addressed by the Organization.

BEST PRACTICES

- Designate responsible staff member(s) to oversee data collection and set internal deadlines.

RISK ASSESSMENT

The auditor also conducts a Risk Assessment. This includes a review of policies and procedures relative to the Organization, observations of the implementation of the Required Prevention Policies, and interviews with coaches, officials, staff, parents, and athletes.

The Risk Assessment will focus on:

1.

The Organization's Response and Resolution procedures
2.

Future audit standards
3.

MAAPP and reporting awareness and understanding of the individuals interviewed
4.

Event access and restrictions for participants and spectators
5.

The components listed in the MAAPP for each of the Required Prevention Policies:

»

Meetings

»

Individual Training Sessions

»

Manual Therapy and Therapeutic and Recovery Modalities

»

Locker Rooms and Changing Areas

»

Electronic Communications

»

Transportation

»

Lodging and Residential Environments

Per the Center’s determination, portions of the Risk Assessment (items that were found to reflect increased or mitigated risk to athlete safety and well-being) may be incorporated into the Safeguarding Audit Report and made public.

V. ADMINISTRATIVE SAFEGUARDING AUDITS

Administrative Safeguarding Audits review an Organization’s policies, procedures, and communications to ensure all Center standards are complied with. These types of audits are intended for Organizations new to the U.S. Olympic and Paralympic Movement or for Organizations that do not own, host, or sanction events, programs, competitions, camps, or clinics.

The Center conducts these Audits either in person or virtually. Individuals whose attendance is required for these audits include (but are not limited to) the Organization’s Chief Executive Officer (CEO), Executive Director and/or the individual(s) responsible for the Organization’s Safeguarding/Athlete Safety program. Administrative Safeguarding Audits may take 1 full business day. The chart outlines a comparison between two audit types. For Organizations new to the Olympic and Paralympic Movement, Standards marked with an "*" must be completed by the Organization's assigned deadline as dictated by certification date.

VI. POST AUDIT DETAILS

PUBLIC POSTING OF FINDINGS

No earlier than 7 calendar days after the Organization is sent the Final Audit Report, the Center will post the Final Report, and the Corrective Action Update Form, if applicable, on uscenterforsafesport.org/audit-reports. If, before the Final Report is posted, any corrective measures have been submitted by the Organization and approved by the Center, the successful completion of those measures will be noted on the published Corrective Action Update Form. Corrective Action Update Forms will be posted throughout the various stages of remediation.

TRACKING OF CORRECTIVE ACTIONS

The Center will maintain regular communication with the Organization in tracking Corrective Actions. Prior to each deadline noted in the Audit Report, the Center will send a reminder email to the Organization. When the Organization provides documentation of all Corrective Actions taken, the Center will review, and either approve or deny, the documentation.

The published Corrective Action Update Form will be updated within 10 days of the Center approving any Corrective Action(s). If no action has been taken by the Organization by the required deadline or if the Corrective Actions are not approved, the Center will update the website within 5 business days following the deadline.

Upon completion or incompleteness of Corrective Action(s), the Center will send one of the following letters to the Organization, the USOPC, and Center leadership:

- Corrective Action(s) Closed: All Corrective Actions have been completed and approved by the Center.
- Corrective Action(s) Past Due: Corrective Action measures have not been met and deadline has passed.

DEADLINE EXTENSION REQUESTS

Formal extension requests for Corrective Action deadlines may be submitted to the Center. The Center may grant an extension in exceptional circumstances at its discretion.

REMINDER: CORRECTIVE ACTIONS

Since the Organization has ultimate oversight and responsibility for the compliance of events, programs, activities or competitions authorized by, organized by, or under the oversight of the Organization, all Corrective Actions will be the responsibility of the Organization—even if they result from a Safeguarding Audit of an event not operated by the Organization staff.

STANDARD	SAFEGUARDING AUDIT	ADMINISTRATIVE SAFEGUARDING AUDIT
1.1	X	X
1.2	X*	
2.1	X	X
2.2	X	X
2.3	X	X
2.4	X	X
2.5	X	X
2.6	X	X
2.7	X	X
2.8	X	X
2.9	X	X
2.10	X	X
2.11	X	X
2.12	X	X
2.13	X	
2.14	X	
3.1	X	X
3.2	X	X
3.3	X	X
3.4	X	
4.1	X	X
4.2	X	X
4.3	X	X
4.4	X	X

*ORGANIZATION must ensure that all Adult Participants required to complete SafeSport training have completed this training within the previous 12 months. Those who have not fulfilled this requirement must be marked in the ORGANIZATION's membership database or membership system as not eligible to participate in a role that has regular contact and/or authority over amateur athletes who are minors.

DELINQUENCY OF CORRECTIVE ACTION MEASURES

PROTOCOL & PENALTIES

If Corrective Action(s) are not addressed by the deadline and the Organization is not communicative with the Center regarding the Corrective Action status, **or if an Organization fails to sit for an audit**, the Center has the authority to impose further requirements on an Organization.

This structure provides broad guidance. Penalties or requirements imposed are at the Center's sole discretion and may be modified to ensure athlete safety. When imminent risk to athlete safety exists, the Center may accelerate timelines and deadlines as appropriate.



5 DAYS PAST DUE NOTICE

U.S. Center for SafeSport's Actions:
A past due notice is posted on the Center's website.

Organization's Actions:
Complete Corrective Actions.

10 DAYS PAST DUE - CRITICAL LEVEL I

U.S. Center for SafeSport's Actions:
Send notice of Critical Level I status to Organization, including its Board President and Team USA AC Representative, specifying compliance requirements and deadline to be met to avoid Level II status.

Organization's Actions:
Complete Corrective Actions before deadline specified on above notice.

15 DAYS PAST DUE - CRITICAL LEVEL II

U.S. Center for SafeSport's Actions:
Send notice of Critical Level II status to Organization, its Board President and Team USA AC Representative, specifying compliance requirements and referral of status to USOPC.

Inform USOPC, who then sends a Letter of Concern to Organization or takes other action as appropriate.
Execute a Supplemental Audit within 6 months.

Organization's Actions:
Complete Corrective Actions (by prescribed Center deadline).
Undergo Supplemental Audit within 6 months.

For further information on Corrective Action Timelines, refer to [VI. Post Audit Details](#).

VII. AUDIT DOCUMENT SUBMISSION PLATFORM

The Center will use a secure digital application called [Box.com](#) for the execution and communication of audit activities for Organizations, including the sharing of required documents.

All Organizations will receive an email from the Center containing instructions on how to upload all necessary documents and information.

Every user will need to create a free account with [Box.com](#) to review and upload all documents. Users can request technical support within the 'support' tab of the Box.com portal.



VIII. GLOSSARY OF TERMS

Adult Participant:

- Any adult (18 years of age or older) who is:
- a. A member or license holder of an NGB, LAO, or USOPC;
 - b. An employee or board member of an NGB, LAO, or USOPC;
 - c. Within the governance or disciplinary jurisdiction of an NGB, LAO, or USOPC;
 - d. Authorized, approved, or appointed by an NGB, LAO, or USOPC to have regular contact with or authority over Minor Athletes.⁷

Adopt a Documented Procedure:

The Organization must have a written procedure that includes step-by-step guidance for successful implementation of the Center's standards. Each Organization may have an individualized approach on how to best to manage their implementation processes. In addition to step-by-step guidance, Organizations may utilize technology, toolkits, checklists, templates, training, Organizational support, post-event auditing, or other strategies to aid in achieving full compliance.

Direct Communication:

Email, newsletter, hard copy or other electronic medium (QR code, group/team messaging platform).

Local Affiliated Organization (LAO):

A regional, state, or local club or organization that is directly affiliated with an NGB or that is affiliated with an NGB by its direct affiliation with a regional or state affiliate of said NGB. LAO does not include a regional, state, or local club or organization that is only a member of a National Member Organization of an NGB.

Organizational Exclusion List (OEL):

A list maintained by an Organization that shall include all individuals whose status (banned, suspended) has been formally communicated to the ORGANIZATION or USOPC by the Center, as well as any individuals banned or suspended through the ORGANIZATION's or USOPC's own judicial process.

Participant:

- Any individual who is seeking to be, currently is, or was at the time of any alleged Code violation:
- a. A member or license holder of an NGB, LAO, or the USOPC;
 - b. An employee or board member of an NGB, LAO, or the USOPC;
 - c. Within the governance or disciplinary jurisdiction of an NGB, LAO, or the USOPC; or
 - d. Authorized, approved, or appointed by an NGB, LAO, or the USOPC to have regular contact with or authority over Minor Athletes.

Pre-registered Event Participant:

Includes any participant that registers for the event prior to the first day of competition.

Reporting Mechanism:

A process or system that an Organization provides publicly (and links on the website) to allow individuals to report all concerns involving alleged Sexual Misconduct, Physical Misconduct, Emotional Misconduct, or violations of the MAAPP.

IX. REFERENCES

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Nation, M., Crusto, C., Wandersman, A., Kumpfer, K. L., Seybolt, D., Morrissey-Kane, E., & Davino, K. (2003). What works in prevention. Principles of effective prevention programs. The American Psychologist, 58(6-7), 449–456. doi.org/10.1037/0003-066x.58.6-7.449.

X: APPENDICIES

- [SafeSport Code](#) (effective 1.1.26)
- [2025 MAAPP Manual](#)
- [Minor Athlete Abuse Prevention Policy \(MAAPP\) Website](#)
- [NGB Services Portal](#)

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