



# EVENT AUDIT REPORT

AUDIT AND COMPLIANCE DEPARTMENT

NGB NAME:  
US Biathlon Association

EVENT AUDIT SITE:  
US Youth & Junior World Championships Trials

EVENT AUDIT DATE:  
December 28-30, 2021

## BACKGROUND AND AUDIT PURPOSE

The U.S. Center for SafeSport (hereinafter “the Center”) is committed to building a sport community where participants can work and learn together in an atmosphere free of emotional, physical, and sexual misconduct. Federal law authorized the Center to develop training to prevent abuse and policies and procedures for implementation by National Governing Bodies (NGBs) and Paralympic Sports Organizations to prevent abuse.

In accordance with 36 U.S. Code 220541, the Center has been granted authority to complete regular and random audits of the NGBs recognized by the U.S. Olympic & Paralympic Committee. The Center will objectively evaluate adherence and level of compliance to the requirements set forth in the U.S. Center for SafeSport Code and the Minor Athlete Abuse Prevention Policies (“the MAAPP”).

## AUDIT SCOPE

The scope of this 2021 audit is based on the Event Audit Standards released to NGBs/USOPC on January 23, 2020. The requirements for each section of the audit are included in Appendix A.

### The Audit covered the following areas:

- > EDUCATION AND TRAINING
- > COMMUNICATION AND REPORTING
- > QUALITY CONTROL

## AUDIT METHODOLOGY

The Center adhered to the following audit protocol:

- \*reviewed policies and procedures
- \*evaluated processes
- \*administered implementation fidelity testing
- \*conducted on-site inspections and
- \*conducted interviews with various individuals at the site of the competition.

## AUDIT SUMMARY

Based on the audit methodology performed, the Center made findings as to whether the standards in Appendix A were met for Education and Training, Communication and Reporting and Quality Control (each using scoring guidelines in Appendix B).

### SCORING SUMMARY

STANDARD	SCORE
EDUCATION AND TRAINING	IMPLEMENTED
COMMUNICATION AND REPORTING	IMPLEMENTED
QUALITY CONTROL	IMPLEMENTED

## AUDIT AREA: **EDUCATION AND TRAINING**

### **REQUIREMENTS:**

1. NGB must identify all adults at event required to complete the Center's Core SafeSport training.
2. NGB must provide a list of above adults to the Center.
3. NGB must ensure that all adults required to satisfy the Center's core SafeSport training requirements did so prior to the event/competition.

### **SCORE:**

Implemented

### **RATIONALE:**

Requirement No. 1 is satisfied. Of the 5 individuals selected for testing, 5 (100%) were properly included on the list of individuals to be trained.

Requirement No. 2 is satisfied.

Requirement No. 3 is satisfied. Of the 10 individuals selected for testing, 10 (100%) had properly completed training prior to the event.

### **CORRECTIVE ACTIONS:**

No Corrective Action required.

### **MANAGEMENT RESPONSE**

PROCESS OWNER/RESPONSIBLE INDIVIDUAL: N/A

ANTICIPATED TIMELINE: N/A

### **CORRECTIVE PLAN:**

No Management Response required.

## AUDIT AREA: **COMMUNICATION AND REPORTING**

### **REQUIREMENTS:**

1. NGB must communicate Reporting protocol and MAAPP requirements to the event director within the 30 days prior to the event/competition.

2. Event organizer (whether NGB or an Event Director) must communicate MAAPP requirements and Reporting protocol for MAAPP violations to all event/competition participants within the 30 days prior to the event/competition. Day-of registrants must also be informed of MAAPP requirements and Reporting protocol of violations of the MAAPP during the event registration process.

### **SCORE:**

Implemented

### **RATIONALE:**

Requirement No. 1 is not applicable, as US Biathlon Association (“USBA”) was responsible for the operation of and was present at the event.

Requirement No. 2 is satisfied. USBA communicated the MAAPP requirements and reporting protocol for MAAPP violations to coaches, volunteers, athletes, NGB staff, LOC staff, and officials on December 26, 2021, which was within 30 days prior to the event. Day-of registrations were shown a copy of the MAAPP and How to Report a Concern flyer upon check-in to the event and the participant signed an acknowledgement that they received the MAAPP.

USBA has a written policy and protocol for communicating their MAAPP and reporting mechanism to event participants within the ‘LOC SafeSport Procedure Guidelines’ document (“Guidelines”). These were the protocols followed at this event even though this Guidelines document is to be implemented when USBA is not on site at an event. USBA does not have a written policy and protocol for communicating the MAAPP and reporting mechanism to event participants within the ‘US Biathlon SafeSport Quality Control System for Events’ document (“QCS”). This QCS document is to be implemented when USBA is on site at an event. This finding does not impact the audit score.

### **CORRECTIVE ACTIONS:**

USBA must update their ‘US Biathlon SafeSport Quality Control System for Events’ document to include the protocol for communicating the MAAPP and reporting mechanism to all event participants.

### **MANAGEMENT RESPONSE**

PROCESS OWNER/RESPONSIBLE INDIVIDUAL: Sara Studebaker-Hall

ANTICIPATED TIMELINE: 2022-05-06

### **CORRECTIVE PLAN:**

US Biathlon has completed the corrective actions by making the requested updates to the policies, and sent relevant documents to The Center.

## AUDIT AREA: **QUALITY CONTROL SYSTEM**

### **REQUIREMENTS:**

1. NGB must establish a quality control system for events/competitions.
2. The quality control system must include the following:
  - a. Written policy and procedure to ensure adults who have not completed the Center's Core SafeSport training are not able to have regular contact and/or authority over minor athletes (this includes walk-ups, day-of registrants, replacement referees/officials etc.).
  - b. Written policy and procedure to ensure individuals who have been suspended and/or banned by the NGB and the U.S. Center for SafeSport are not able to participate in the event or competition.
  - c. Oversight and monitoring protocol by NGB including post event/competition review to ensure individuals who should be precluded from participating in the event/competition are not able to participate in future events/competitions.

### **SCORE:**

Implemented

### **RATIONALE:**

Requirement No. 1 is satisfied.

Requirement No. 2(a) is satisfied. USBA has written policy and procedures to ensure adults who have not completed the Center's SafeSport training are not able to have regular contact and/or authority over minor athletes at the event or competition. The procedure includes a USBA staff member manually checking the event registration and participant list provided by the Local Organizing Committee for SafeSport training compliance. The written policy and procedures includes a process to account for day-of participants, which involves USBA manually checking for SafeSport training compliance and providing a list of participants that have current SafeSport training to an LOC when a USBA staff member is not available.

Requirement No. 2(b) is satisfied. At the time of the audit, USBA did not have any individuals banned or suspended by the NGB or the U.S. Center for SafeSport. However, USBA has written policy and procedure to ensure that should an individual become banned and/or suspended by the NGB or the Center, all event participants will be manually checked against USBA's Exclusion List prior to a sanctioned event and/or competition. The written policy and procedures includes a process to account for day-of participants, which involves having the exclusion list available to check day-of participants.

Requirement No. 2(c) is satisfied. In review of USBA's LOC SafeSport Procedure Guidance for when USBA is not onsite, the written policy states "Volunteers who may have one-on-one interaction with minor athletes should be trained. . .". The Center's minimum education and training policy requires that adults who have regular contact and/or authority over minor athletes must complete the Center's SafeSport training before regular contact or authority begins. This finding does not impact the audit score.

### **CORRECTIVE ACTIONS:**

USBA must update its LOC SafeSport Procedure Guidance to state that volunteers who have regular contact and/or authority over minor athletes must complete the Center's SafeSport training before regular contact and/or authority over minor athletes at the event or competition begins.

AUDIT AREA: **QUALITY CONTROL SYSTEM**

**MANAGEMENT RESPONSE**

PROCESS OWNER/RESPONSIBLE INDIVIDUAL: Sara Studebaker-Hall

ANTICIPATED TIMELINE: 2022-05-06

**CORRECTIVE PLAN:**

US Biathlon has completed the corrective actions by making the requested updates to the policies, and sent relevant documents to The Center.

## 1. EDUCATION AND TRAINING

Auditor will request a list of all individuals specific to the NGB/USOPC who are required to take training (adult participants, coaches, referees/officials, volunteers, medical staff, contractors, etc.). All individuals with regular contact and/or authority over minor athletes must be SafeSport Trained prior to any event.

## 2. COMMUNICATION AND REPORTING

A minimum of one direct communication to event/competition organizers must be distributed no earlier than 30 days prior to the event/competition informing participants of the MAAPP requirements and be sent in the same manner as playing rules, code of conduct, etc. Communication must also include protocol for reporting suspected or alleged MAAPP violations.

## 3. QUALITY CONTROL SYSTEM

Auditor will evaluate the NGB/USOPC quality control system in place to ensure that suspended/banned individuals (either by the Center or the NGB/USOPC) and individuals who are not SafeSport Trained are unable to register or participate in the event/competition (testing based on credentialed, registered participants, not spectators).

### **Quality Control System must include:**

- > NGB/USOPC policies and procedures pertaining to participant registration, and staffing and volunteers (e.g., requirement to cross-reference Center's Disciplinary Database prior to registration, manual list sent to competition organizers of those who are suspended or have not taken training, or give access to certain individuals running competition);
- > Policies and protocols in place to minimize the risk for individuals to slip through the cracks (1-day/short-term memberships, volunteers, on-site registration, last minute referee substitutions, etc.); and
- > Oversight and monitoring by NGB/USOPC even if not on-site (e.g., required to send list of participants to NGB/USOPC if registration is not done through NGB/USOPC) and back-end oversight to catch individuals who should not participate (assuming registration is not done through NGB/USOPC on the front end).

### **NOT IMPLEMENTED**

A finding of this type indicates a minimal reduction in risk to minor athletes and reveals what is determined to be a poor environment of safety and well-being for minor athletes.

This can be a result of, but not limited to the following:

- > Complete absence of policies and/or relevant and supporting documentation where required.
- > Complete absence of communication to Applicable Adults regarding specific policy/requirements.
- > Complete absence of reporting and oversight structure for Required Prevention Policy violations.
- > Less than 70% compliance on Education & Training requirements.

### **PARTIALLY IMPLEMENTED**

A finding of this type indicates a moderate reduction in risk to minor athletes and reveals what is determined to be a limited environment of safety and well-being for minor athletes.

This can be a result of, but not limited to the following:

- > Presence of policies but missing relevant and supporting documentation.
- > Presence of policies that do not meet the mandatory minimum requirements of the MAAPP.
- > Not adequately or consistently providing communication to Applicable Adults regarding policy/requirements.
- > Lack of an adequate reporting and oversight structure for Required Prevention Policy violations.
- > Between 70% and 90% compliance on Education & Training requirements.

### **IMPLEMENTED**

A finding of this type indicates a significant reduction in risk to minor athletes and reveals what is determined to be a satisfactory environment of safety and well-being for minor athletes.

This can be a result of, but not limited to the following:

- > Presence of policies and all relevant and supporting documentation provided where required.
- > Adequate and consistent communication to Applicable Adults.
- > Adequate reporting and oversight structure for Required Prevention Policy violations.
- > 90% or higher compliance on Education & Training requirements.