Lakeshore National Adapted Sport Organization/USAWR
Staff Code of Conduct 2025

The Lakeshore National Adapted Sport Organization (LNASO) serves as the National Governing Body overseeing USA Wheelchair Rugby. As such, I pledge to uphold the spirit of the Lakeshore National Adapted Sport Organization (LNASO) Code of Conduct (the "Code"), which offers a guide to my conduct as a staff member for USA Wheelchair Rugby in support of the National Team or Development Team (the "Team").

I have familiarized myself with the Code and understand that acceptance of its provisions is a condition of my selection as a staff member for the 2025 Team.

As a Staff Member, I hereby promise and agree that I:

· Will abide by all rules related to the Team selection procedures as approved by the LNASO;

· Will abide by all bylaws, rules, regulations, policies and procedures of USAWR including but not limited to, its Safe Sport Policy;

· Will abide by all rules, regulations, policies, and procedures of the U.S. Center for Safe Sport, and submit without reservation to the jurisdiction of the U.S. Center for Safe Sport;

· Will abide by all rules, regulations, policies and procedures of the United States Olympic and Paralympic Committee including but not limited to the Olympic Movement Code on the Prevention of the Manipulation of Competitions;

· Understand and agree that the WWR Anti-Doping Rules and U.S. Anti-Doping Agency Protocol for Olympic and Paralympic Movement Testing (USADA Protocol) and all other policies and rules adopted by WWR, USADA, and the USOPC apply to me and that it is my responsibility to comply with those rules.

· Will abide by all state and federal laws as applicable;

· Have acted and will act in a sportsmanlike manner consistent with the spirit of fair play and responsible conduct;

· Will not engage in any conduct that is criminal under any laws applicable to me, including, but not limited to laws governing the possession and use of drugs, and alcohol and providing of drugs to any person and of alcohol to minors;

· Will respect the property of others whether personal or public;

· Will respect members of the Team, other teams, spectators and officials, and engage in no form of discriminatory behavior or verbal, physical or sexual harassment or abuse;

· Will follow the Team's rules, including by way of example, rules regarding curfew and required attendance at team meetings;

· Am aware that United States Olympic and Paralympic Committee (USOPC) and LNASO sponsors, suppliers and licensees provide critical support for the Team and, in recognition of this fact, I will wear designated USOPC and LNASO apparel at all official Team functions and events;

· Will not conceal or cover-up any USOPC and/or LNASO sponsor, supplier or licensee brand or other identification appearing on my USOPC and/or USAWR apparel;

· Agree to be filmed and photographed by the official photographer(s) and network(s) of USOPC and/or LNASO under conditions authorized by USOPC and/or USAWR and give event organizers and USOPC and/or LNASO the right to use my name, picture, likeness, and biographical information before, during and after the period of my participation in these activities to promote the activity in which I participate or to promote the success of the team on which I compete; in no event may USOPC and/or LNASO or the event organizers use or authorize the use of my name, picture, likeness, voice and biographical information for the purpose of trade, including any use in a manner that would imply an endorsement of any company, product, or service, without my written permission;

· Will not use or authorize the use of photographs, films or videos of myself in my USOPC and/or USAWR apparel or equipment or the use of the USOPC and/or LNASO logo for the purpose of trade, without the prior written consent of the USOPC and/or LNASO (which consent shall not be unreasonably withheld);

· Will act in a way that will bring respect and honor to myself, the Team, USOPC and/or LNASO and the United States; and

· Will remember that at all times I am an ambassador for the sport, my country and the Paralympic Movement.

· I understand that I also have a responsibility to report any potential code of conduct violations. I will report any code of conduct violations to the Chief Program Officer of at jena@lakeshore.org or via phone at 205.313.7417. I understand that these violations will be reported to the Lakeshore Foundation President and CEO. Further, I understand that retaliation against any individual who reports, in good faith, wrongful conduct and/or participates in the investigation is prohibited.

Section 6. Hearing Panel.

The CEO shall appoint a hearing panel consisting of three (3) individuals to hear the complaint. At least one member of the hearing panel shall be an athlete. The Chief

Executive Officer shall also appoint a chair of the hearing panel from among the three individuals appointed. The Hearing Panel shall be responsible to ensure that all complaints are heard in a timely, fair, and impartial manner not to exceed 90 days after the last filing without just cause for the delay.

In the event that a complaint is filed against the CEO, the Lakeshore National Adapted Sport Organization (LNASO) Board Chair shall appoint and convene a hearing panel that is free from a conflict of interest. Any member of the hearing panel empowered to resolve grievances that has a possible conflict of interest must disclose it. If the chair of the hearing panel has a conflict, then the CEO shall determine if a conflict is material/exists. If such conflict exists, then the CEO shall name appoint a new chair of the hearing panel. The names of the hearing panel shall be forwarded to all parties at least 14 days in advance of the hearing. Should any party believe a conflict exists they may submit a written appeal to ethics@lakeshore.org stating the reason for the conflict. The decision of the Board Chair or President shall be final and communicated and responded to in writing.

Fair notice of charges will be given to the respondent within 14 days of the LNASO's receipt of the filing, as well as the requested remedy, any supporting documentation filed by the filing party, and an opportunity for a hearing will be provided to any athlete coach, staff member, administrator or official in writing prior to declaring an individual ineligible. The respondent will have the opportunity to submit an answer as to why the matter should not be taken on by the LNASO as well as the opportunity to have a reasonable time to prepare a defense of the filing. The Complainant shall also be informed of the respondent's answer.

If the hearing panel determines that the grievance fails to meet the criteria in this procedure, the hearing panel shall dismiss the grievance and so notify Complainant in writing providing sufficient details and reasons for the nature of the deficiencies. Upon dismissal, the Complainant may correct any deficiencies in the grievance and refile the grievance in accordance with Section A, provided that the re-filed grievance is timely. Alternatively, within 14 days of the notice, Complainant may file an appeal of the dismissal with the hearing panel.

Section 7. Administration.

The General Counsel shall generally administer and oversee all administrative grievances and right to compete matters filed with LNASO.

Section 8. Conduct of the Proceeding.

The hearing panel shall rule on all motions and other matters raised in the proceeding. If the complaint is not dismissed, the hearing panel shall hold a hearing on the complaint. The hearing panel shall set such timelines and other rules regarding the proceeding and the conduct of the hearing as it deems necessary. The hearing shall be informal, except that testimony shall be taken under oath. All evidence shall be provided to all parties such that the evidence can be inspected within a reasonable time to prepare one's position on the matter. All witnesses that will appear at the hearing will be disclosed to all parties as well.

The hearing may be conducted by teleconference, if necessary or convenient to the parties. Each party shall have the right to appear personally or through a legal representative. All parties shall be given a reasonable opportunity to present and examine evidence, cross-examine witnesses and to present argument. Members of the hearing panel shall have the right to question witnesses or the parties to the proceeding at any time.

Any party may have a record made of the hearing. A court reporter may be present at the hearing at the request of a party. The court reporter shall be paid for by the party requesting the court reporter, or if mutually agreed, the cost may be equally divided. Any transcript shall be paid for by the party requesting the transcript.

Section 9. Expedited Procedures.

Upon the request of a party, and provided that it is necessary to expedite the proceeding in order to resolve a matter relating to a competition that is so scheduled that compliance with regular procedures would not be likely to produce a sufficiently early decision to do justice to the affected parties, the Chief Executive Officer is authorized to order that the complaint be heard and decided within forty-eight (48) hours of the filing of the complaint. In such a case, the hearing panel is authorized to hear and decide the complaint pursuant to such procedures as are necessary, but fair to the parties involved.

Section 10. Complaints Involving Selection to Participate in a Competition.

Where a complaint is filed involving selection of an individual to participate in a competition, the complainant shall include with the complaint a list of all other individuals, together with their contact information, that may be adversely affected by a decision rendered on the complaint. The hearing panel shall determine which additional individuals must receive notice of the complaint. The complainant shall then be responsible for providing appropriate notice to these individuals. Any individual so notified then shall have the option to participate in the proceeding as a party. If an individual is notified of the

complaint, then that individual shall be bound by the decision of the hearing panel even though the individual chose not to participate as a party.

Section 11. Decision.

A decision shall be determined by a majority of the hearing panel. The hearing panel's decision shall be in writing, shall state the reasons for the decision and shall be distributed to the parties.

Section 12. Arbitration.

Any party may appeal a decision of the hearing panel to the American Arbitration Association. The arbitrator appointed by the American Arbitration Association shall have the authority to hear the matter anew or if requested by a party to render a decision on a more limited review. Either party may submit the decision of the hearing panel to the arbitrator for the arbitrator's consideration. The arbitrator may give whatever weight or authority to the hearing panel's decision as the arbitrator deems appropriate.

PARTICIPANTS' AFFIRMATION

I have read and accept this addendum to the Code of Conduct. I agree to the rules, guidelines, jurisdiction and procedures stated in this document as a condition of being selected to participate as a staff member of the USA Wheelchair Rugby program. By signing this addendum, I also acknowledge that if I fail to follow the above standards and the USAWR Code of Conduct, there will be disciplinary consequences. I am subject, but not limited to, the potential consequences; warning, probationary period, or removal from a competition squad.