

IMPORTANT NOTICE DUE TO POSTPONEMENT OF THE 2020 OLYMPIC GAMES
NOTICE POSTED April 30, 2020

Following the IOC’s announcement that the Tokyo 2020 Olympic Games have been rescheduled to take place July 23-August 8, 2021, this notice and the information below serve as an announcement of amendments to USA Golf Federation’s Staff Selection Procedures.

Section of Procedures	Page #	Amendment Description
Section 8: Date of Nomination	page 3	Nomination dates changed from December 1, 2019 to December 1, 2020.
Throughout	All pages	Updated all references of “USOC” to “USOPC”

USA GOLF FEDERATION, INC.
GAMES STAFF SELECTION PROCEDURES
OLYMPIC GAMES, TOKYO 2020
(GOLF)
July 16, 2018

These procedures provide for selection of USA GOLF Games Staff (Team Leader and Team Managers) for the 2020 Tokyo Olympic Games. However, accreditation allocation is not guaranteed and will be based on final USOPC credential allocation and overall team size. Responsibility of payment for allocated accreditations will be determined by the USOPC and USA GOLF.

1. Describe the specific Games Staff position(s) that the USA GOLF is requesting.

Title	Responsibility
Team Leader	Will manage the team managers and liaise with USOPC members.
Men’s Team Manager	Will manage all men’s team administration, scheduling and logistics.
Women’s Team Manager	Will manage all women’s team administration, scheduling and logistics.

2. What are USA GOLF’s criteria for the above Games Staff position(s) (attach a job description, if any)?

USA GOLF’s Games Staff must:

- 2.1. Successfully pass the National Center for Safety Initiatives’ (NCSI) background screen in accordance with the current USOPC Games Background Check Policy prior to nomination.
 - 2.1.1. Should a nominee experience any event between the time the background check is conducted and the relevant Games that may change

his/her background check status, the nominee must inform USA GOLF and/or USOPC.

- 2.2. Possess a valid passport that does not expire until at least six months after the conclusion of the Games.
- 2.3. Have the ability to work effectively with the USOPC.
- 2.4. Have strong administrative, communication and organizational capabilities/skills *(if applicable)*.
- 2.5. Be responsible for Team's adherence to all rules regarding discipline at the Games *(if applicable)*.
- 2.6. Fulfill all duties and requirements of the USOPC including attendance at USOPC Games related meetings *(if applicable)*.
- 2.7. Be available for entire duration of the Games *(if applicable)*.
- 2.8. Have USA GOLF's approval to make financial decisions regarding the Team *(if applicable)*.
- 2.9. Possess high level, specific technical and tactical knowledge of the sport *(if applicable)*.
- 2.10. Have thorough knowledge and understanding of the IF rules and regulations governing the sport *(if applicable)*.
- 2.11. Demonstrate ability to establish harmonious relationships with athletes and other Team personnel.
- 2.12. Be in good health and able to withstand the physical rigors of traveling with and working with the Team.
- 2.13. Be a currently employed staff member or contractor of USA GOLF.
- 2.14. Be listed on USA GOLF's Long List and must successfully complete all Games Registration requirements by stated deadlines.
- 2.15. Participate in USADA training as required for position *(if applicable)*.
- 2.16. Successfully complete the USOPC's SafeSport awareness training and education program.

In addition, Team Leader and Team Managers must:

- 2.17. Possess a high level of specific technical and tactical knowledge of the sport.
 - 2.18. Possess appropriate experience relative to the position/area of expertise for which they may be nominated.
3. Describe the intended method of identifying the pool and selecting the candidates to be considered for the Games Staff position(s):

USA GOLF will not solicit applications for the Team Leader or Team Managers. The Games Staff position(s) will be filled by current USA GOLF employees and/or contractors.

4. Describe the removal of Games Staff:

An individual who is to be nominated to the above-listed Games Staff position(s) by USA GOLF may be removed as a nominee for any of the following reasons, as determined by USA GOLF.

- 4.1. Voluntary withdrawal. Games Staff nominee must submit a written letter to the USA GOLF Executive Director.
- 4.2. Injury or illness as certified by a physician (or medical staff) approved by USA GOLF. If the individual refuses verification of his/her illness or injury by a physician (or medical staff) approved by USA GOLF, his/her injury will be assumed to be disabling and he/she may be removed.
- 4.3. Inability to perform the duties required.
- 4.4. Violation of the USA GOLF Code of Conduct (Attachment B).

Once the Games Staff nomination(s) is accepted by the USOPC, the USOPC has jurisdiction over the Games Staff, at which time, in addition to any applicable USA GOLF Code of Conduct, the USOPC's Games Forms apply. The USOPC's Games forms are available as part of Games Registration prior to the respective Games.

5. Describe the replacement of Games Staff:

In the event that the Nominated Games Staff member is unable to perform the duties of the position(s) for injury, illness, Code of Conduct violation or any other unforeseen circumstances that would result in the need to replace him/her, the replacement candidate must meet all of the applicable criteria listed in #2 above.

6. Which group/committee will make the final approval of the Games Staff position(s)?

- 6.1. Team Leader: The Board of Directors of USA GOLF will make the final selection.
- 6.2. Team Managers: The Board of Directors of USA GOLF will make the final selection.

7. Conflict of Interest:

An individual involved in the selection process who has a conflict of interest must disclose this information, and recuse him or herself and not influence others regarding the discussions, meetings or decisions involving the selection of the Games Staff position(s). If there is an issue concerning whether a conflict of interest exists, the USA GOLF Board shall determine if a conflict exists.

8. Date of Nomination:

The Games Staff Nomination Form with the Staff nominee's name, including the name of a replacement (if applicable), will be submitted to the USOPC on or before:

Team Leader: December 1, ~~2020~~ 2019

Team Managers: December 1, ~~2020~~ 2019

9. Publicity/Distribution of Procedures:

The USOPC approved selection procedures (complete and unaltered) will be posted/published by USA GOLF in the following locations:


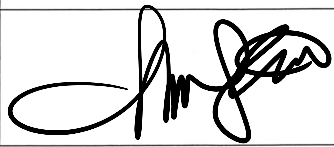
- 9.1. Web site: www.usagolf.org
 These procedures will be posted as soon as possible, but not more than five days following notice of approval by the USOPC.
- 9.2. Other (if any):

Position	Print Name	Signature	Date
NGB/HPMO/PSO President or CEO/Executive Director	See the required signatures on the following page		
USOPC Athletes' Advisory Council Representative*			

* If the USOPC AAC Representative has delegated authority to the Alternate AAC Representative to sign the Selection Procedures, attach a letter from the AAC Representative indicating the reason he/she has delegated authority.

* Signature by the Athlete Representative constitutes that he/she has read and understands the Selection Procedures. If the Athlete Representative reads and does not agree with the Selection Procedures being submitted by USA GOLF, he/she may submit those reasons in writing to his/her Sport Performance Team.

* If, for some reason, a sport does not have an elected USOPC AAC Representative, USA GOLF must designate an athlete from that sport to review and sign the Selection Procedures.

Position	Print Name	Signature	Date
NGB/HPMO/PSO President or CEO/Executive Director	Andy Levinson		7/25/2018
USOC Athletes' Advisory Council Representative*	Christina Kim		7/28/2018

* If the USOC AAC Representative has delegated authority to the Alternate AAC Representative to sign the Selection Procedures, attach a letter from the AAC Representative indicating the reason he/she has delegated authority.

* Signature by the Athlete Representative constitutes that he/she has read and understands the Selection Procedures. If the Athlete Representative reads and does not agree with the Selection Procedures being submitted by USA GOLF, he/she may submit those reasons in writing to his/her Sport Performance Team.

* If, for some reason, a sport does not have an elected USOC AAC Representative, USA GOLF must designate an athlete from that sport to review and sign the Selection Procedures.

Attachment A

USOC Sports Medical Games Requirements

PURPOSE

The USOC has developed medical requirements to ensure the safety of athletes during Games (Olympic, Paralympic, Pan American and Para Pan American, etc.). This policy addresses equipment requests and minimum standards for all NGBs and medical providers attending games.

POLICY

1. Requests

NGBs **must identify medical support requests to the USOC Sports Medicine department**. These requests must specify any supplies, equipment, and other medical support provided at the Games. Anti-doping concerns or comments should also be identified. Collected information will be reviewed by the USOC Managing Director of sports medicine who will then identify and communicate the level of support to be provided by USOC Sports Medicine. Any changes to the requested sports medicine support should be immediately forwarded to USOC Sports Medicine. In cases where medical services or materials are not identified, the USOC cannot guarantee support for additional or late requests because of time, budget and other factors.

2. NGB Health Care Providers

NGBs must nominate and allocate Games credentials to NGB identified health care provider(s) to support the NGB sports medicine needs during the games. Any potential NGB medical provider who *could* be nominated to provide services must be identified by the NGB no later than the due date for the respective Games Long List. Additionally, all NGB medical providers must meet the criteria as identified in the NGB's approved Additional Officials Selection Procedures, along with the additional criteria outlined below.

The medical staffing list will include anyone who will potentially be credentialed by the NGB and/or use a day pass to provide services at an Olympic/Paralympic Village or a High Performance Training Center. Health care providers must meet minimum qualification standards which are identified below by their specialty without exception. NGBs must ensure their identified medical staff can meet these standards prior to advancing their nomination for a Games credential or day pass access. If the provider is not licensed in the United States, they may be ineligible to be credentialed. In order to meet expected standards of care and mitigate risk management issues, selected provider(s) **must** meet the below minimum qualifications in addition to the Selection Procedures criteria to provide medical services at games. These qualifications include:

- 1) Meet all criteria identified in the USOC Volunteer Program Application for specific specialty (Attachments located at www.teamusa.org/medicalvolunteer). On occasion, specific supporting documentation will be requested at the discretion of USOC Sports Medicine.
- 2) Successfully pass a medical credential review and criminal background check at or above USOC standards with the National Center for Safety Initiatives (NCSI)
- 3) Review of the venue emergency action plan with USOC Sports Medicine staff prior to the first scheduled practice or event.
- 4) Complete required Medical Team Education Modules addressing Anti-Doping, Safe Sport and/or other prerequisite training.

Appendix: Location of criteria:

- Athletic Trainer Qualification Criteria – located at www.teamusa.org/medicalvolunteer

- Physical Therapist Qualification Criteria - located at www.teamusa.org/medicalvolunteer
- Doctor of Chiropractic Qualification Criteria - located at www.teamusa.org/medicalvolunteer
- Physician Qualification Criteria - located at www.teamusa.org/medicalvolunteer
- Massage Therapist Qualification Criteria - located at www.teamusa.org/medicalvolunteer

USA GOLF FEDERATION RULES OF PLAYER CONDUCT

I pledge to uphold the spirit of this Code of Conduct (Code), which offers a general guide to my conduct as a member of the team. By signing the Code, I accept nomination and, if accepted, selection to the _____ ("Team") as selected by USA GOLF and agree to abide by this Code. I understand that I will be required to sign a Code of Conduct from the United States Olympic Committee ("USOC Code"), and that any provisions in the USOC Code that may be in conflict with this Code shall be governed by the USOC Code. Further, I understand that non-compliance with this Code may result in my removal from the Team or other disciplinary measures as determined in the sole discretion of USA GOLF.

I have familiarized myself with the Code and understand that acceptance of its provisions as written is a condition of my selection of the Team. THIS CODE OF CONDUCT MUST BE SIGNED IN AN UNALTERED FORM IN ORDER FOR AN INDIVIDUAL TO BECOME A MEMBER OF THE TEAM.

As a Member of the Team, I hereby promise and agree that I:

- have abided by all rules related to the Team selection procedures as determined by USA GOLF;
- have acted and will act in a sportsmanlike manner consistent with the spirit of fair play and responsible conduct at all times;
- will maintain a level of fitness and competitive readiness that will permit my performance to be at the maximum of my abilities;
- will submit to a physical examination by USOC or USA GOLF designated medical personnel if my ability to compete is compromised due to physical injury and I understand that such injury may be cause for my not being selected to the Team, being removed from the Team, or not being allowed to participate if I remain on the Team;
- will not commit a doping violation as defined by the World Anti-doping Agency (WADA), United States Anti-Doping Agency (USADA), International Golf Federation, USA GOLF or USOC rules;
- am not currently serving a suspension because of an anti-doping rule violation and have no pending or unresolved anti-doping rule violation, except as I have listed separately, and I understand that such suspension, or pending or unresolved anti-doping rule violation may be cause for my not being selected to the Team;
- 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 not participate or assist in any gambling or betting activities associated with any golf event or any event related to the _____ Games;
- have never been convicted of violating a criminal law and have no pending indictment or a pending charge, except as I have listed separately (except for misdemeanors, which, if known, would not be a factor in my selection as a Team member or convictions as a minor which have been legally sealed), and I understand that such conviction, indictment or criminal charge may be cause for my not being selected to the Team;
- am eligible to compete under the rules of BAOCOG, the IGF and USA GOLF.
- am in possession of a valid USA passport that will not expire prior to six months following the Closing Ceremonies of the _____ Games;
- will refrain from conduct detracting from my ability or that of my teammates to attain peak performance, including, by way of example, violating established curfews;
- will respect the property of others whether personal or public;

- will respect members of my 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 rules of golf, including by way of example, rules regarding curfew and required attendance at Team meetings (and such other rules as may be in force during the time I am on the Team);
- will abide by the BAOCOG Charter currently in force and, in particular, with the provisions of the BAOCOG Charter regarding eligibility for the Games, and rules concerning allowable trademark identification (1) on clothing and equipment worn or used at the Games or (2) on visible body tattoos;
- will in-process and out-process with the USOC in conjunction with my sport, and will attend any USOC pre-briefing or post-briefing sessions, unless granted written authorization by the USOC Chef de Mission, or his or her designee;
- am aware that USOC sponsors, suppliers and licensees provide critical support for the Team and, in recognition of this fact, I will wear designated USOC apparel at (1) all official Games functions and events, including Opening, Closing and medal Ceremonies (with the understanding that, in instances where medals are awarded at the venues immediately following a competition, the USOC will consider waivers of this requirement on a case by case basis); and (2) at media events (including press conferences) hosted by the USOC or the Organizing committee for the Olympic Games; I also understand that the USOC strongly encourages me to wear designated USOC apparel whenever possible, and that I may be required to wear designated USOC apparel at USOC hospitality functions;
- will not conceal or cover-up any USOC sponsor, supplier or licensee brand or other identification appearing on my delegation apparel during Opening, Closing or Medal Ceremonies or at any other function or event where designated USOC apparel is required;
- will not use, or authorize the use of my name, person, image, picture, voice, or any of my sports performances for advertising or promotional purposes during the _____ Games period without the prior written consent of the USOC and USA GOLF;
- will not use or authorize the use of the following items for the purpose of trade, without the prior written consent of the USOC and USA GOLF (which consent shall not be unreasonably withheld) (1) photographs, films, videos, or other images of myself in the apparel or equipment provided by the USOC for the _____ Games; (2) photographs, films, videos, or other images of myself from the _____ Games; (3) any Games medals; and (4) photographs, films, videos, or other images of myself with any Games medals;
- will not act as a journalist, media liaison or in any other media capacity during the period of the _____ Games;
- will attempt to participate in media and sponsor-related activities if compatible with my training and competitive schedule, when requested by the USOC Chef de Mission, or his or her designee;
- will act in a way that will bring respect and honor to myself, my teammates, the USOC, USA GOLF, the United States and the _____ Games;
- understand that if I require legal representation because I am accused of a doping violation or am accused of criminal misconduct, or if for any other reason I require the service of an attorney, I will be personally responsible for securing the services of said attorney and for payment of all such legal fees and expenses; and
- will remember that at all times I am an ambassador for my sport, my country and the Olympic Games Movement.

I have read and understand the Rules of Player Conduct and will adhere to them at all times in connection with the _____ Games.

Player's Signature

Date: _____

Parent(s)/Legal Guardian(s) Signature (if under 18)

Date: _____