

**IMPORTANT NOTICE DUE TO POSTPONEMENT OF THE 2020 OLYMPIC GAMES**  
**NOTICE POSTED November 3, 2020**

Following the IOC's announcement that the Olympic Games Tokyo 2020 have been rescheduled to take place July 23-August 8, 2021, it was confirmed that these Games will still be referred to as the Olympic Games Tokyo 2020. Therefore, any references to the Olympic Games or Olympic Team still reflect '2020' in these selection procedures. This notice and the information below serve as announcement of amendments to USA Surfing's Staff Selection Procedures.

<b>Section of Procedures</b>	<b>Page #</b>	<b>Amendment Description</b>
2.17	Page 3	<i>Added:</i> <u>Either be a currently employed staff member or contractor of USA Surfing, or have experience leading and/or coaching surfers in major international competitions such as the Pan American Games, World Surf Games, and the WSL Championship Tour.</u>
2.33	Page 4	<i>Added:</i> Be currently serving in a medical capacity for USA Surfing's High-Performance Committee or on a previous USAS international team, <u>or have experience treating surfers during major international competitions such as the Pan American Games, World Surf Games, and the WSL Championship Tour.</u>
Section 4: Removal	Page 5	<i>Removed "to be"</i> <i>Added 4.5:</i> <u>No longer able to meet the required criteria in Section 2 at the time of the Games.</u>
Section 6: Approval	Pages 5-6	<i>Clarified makeup of selection committee. The committee for all remaining Games Staff nominations will be different due to bylaw changes.</i>
Section 8: Date of Nomination	Page 6	<i>Nomination date changes:</i> <u>Submitted July 2020: Head Coach nomination</u>  <u>January 15, 2021: Medical Personnel nominations if applicable</u>  <u>April 16, 2021: April 17, 2020:</u> Nomination date for <u>all remaining</u> Games Staff roles <del>that are not dependent on which athletes are named to the 2020 U.S. Olympic Team</del> (e.g., <del>Medical Personnel</del> , Team Leader, non-medical Performance Staff, Head Coach, Technical Coach, Assistant Coaches)  <del>June 5, 2020: Nomination date for Games Staff roles that are dependent on which athletes are named to the 2020 U.S. Olympic Team (Assistant Coaches)</del>
Throughout	All pages	Updated all references of "USOC" to "USOPC"

**USA Surfing**  
**GAMES STAFF SELECTION PROCEDURES**  
**2020 Olympic Games**  
**July 1, 2019**  
**Amended November 3, 2020**

These procedures provide for selection of USA Surfing's Games Staff [Team Leader, Coaches, Performance Staff and Medical Personnel] for the 2020 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 Surfing.

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

<b>USOPC Role Name (Games Function)</b>	<b>Responsibility</b>
Team Leader	Serve as primary point of contact and liaison between the USOPC and USA Surfing before, during and after the Games.
Coach (Head Coach, Assistant Coach)	Prepare athletes/teams for success on the field of play; provide pre- and post-event analysis to athletes and other coaches.
Non-medical Performance Staff (e.g., Sport Psychology, Nutrition, Video Tech, Technical Coach)	Provide specific sport science support to athletes and coaches; provide pre- and post-event analysis to athletes and coaches.
Medical Personnel	Provide appropriate medical care to the athletes.

2. What are USA Surfing's criteria for the above Games Staff position(s)?

USA Surfing'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 Surfing and/or the 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.
- 2.5. Demonstrate ability to establish harmonious relationships with athletes and other

Team personnel.

- 2.6. Be in good health and able to withstand the physical rigors of traveling with and working with the Team.
- 2.7. Be included on USA Surfing's Long List.
- 2.8. Successfully complete all Games Registration requirements by stated deadlines.
- 2.9. Participate in USADA training as required for position.
- 2.10. Successfully complete the U.S. Center for SafeSport's online training in accordance with the current USOPC Policy prior to nomination.
- 2.11. Have previous experience in an international competition setting, preferably with USA Surfing.
- 2.12. Possess high level, specific technical and tactical knowledge of the sport.
- 2.13. Be responsible for Team's adherence to all rules regarding discipline at the Games.
- 2.14. Fulfill all duties and requirements of the USOPC including attendance at USOPC Games related meetings.
- 2.15. Be available for entire duration of the Games.
- 2.16. Be a current member of USA Surfing.

In addition, Team Leader must:

- 2.17. Either be a currently employed staff member or contractor of USA Surfing, or have experience leading and/or coaching surfers in major international competitions such as the Pan American Games, World Surf Games, and the WSL Championship Tour.
- 2.18. Have thorough knowledge and understanding of the IF rules and regulations governing the sport.
- 2.19. Have USA Surfing's approval to make financial decisions regarding the Team.

In addition, Coaches must:

- 2.20. For a Head Coach or Head Coach/Team Leader position, be a currently employed staff member or contractor of USA Surfing.
- 2.21. For Assistant Coach positions, be the personal coach of record of at least one surfer who is named to the 2020 U.S. Olympic Team.
  - 2.21.1. Assistant coaches will be determined by using the following criteria:
    - a. Individual must compliment and work well with USA Surfing's Games Staff and athletes;
    - b. The number of athletes he/she has making the Olympic Team with medal potential;
    - c. Obligation to coach all Team USA athletes, if requested;
    - d. Coaches will be considered in rank order based on athletes' final 2019 World Surf League (WSL) Championship Tour (CT) rankings;
  - 2.21.2. If a second Assistant Coach accreditation is available, priority will be given

to the coach with the highest ranked surfer of the opposite gender, assuming all other criteria are met.

- 2.22. Be a current Coach member of USA Surfing. See Section 5.1 of the USA Surfing Bylaws regarding membership (<https://www.usasurfing.org/board-of-directorsgovernance.html>).
- 2.23. Have thorough knowledge and understanding of the IF rules and regulations governing the sport.
- 2.24. Possess appropriate experience relative to the position/area of expertise for which they may be nominated.

In addition, non-medical Performance Staff must:

- 2.25. Hold a current membership in an Individual Membership Category of USA Surfing, be a currently employed staff member or contractor of USA Surfing, or a member of USA Surfing's High-Performance Committee.
- 2.26. Possess appropriate experience relative to the position/area of expertise for which they may be nominated.
- 2.27. For a sport psychology role, possess a Ph.D., Psy.D., Ed.D. or advanced degree in social work or similar qualifications, and a current license to practice in a U.S. state.
- 2.28. For a video technician, have expertise with video equipment and analysis software and the ability to summarize and customize reports of value back to the coaches and athletes.

In addition, Medical Personnel must:

- 2.29. Possess the appropriate certifications.
  - 2.30. Pass a medical credential review in addition to the approved USOPC Games Background Check, which will be a combined check managed through USOPC Sports Medicine (separately arranged background checks will not be considered).
  - 2.31. Meet the required experience and proficiency levels as determined by USOPC Sports Medicine and outlined in Attachment A and the documents found at <https://www.teamusa.org/medicalvolunteer>.
  - 2.32. Be approved for nomination through the USOPC's Sports Medicine Division.
  - 2.33. Be currently serving in a medical capacity for USA Surfing's High-Performance Committee or on a previous USAS international team, or have experience treating surfers during major international competitions such as the Pan American Games, World Surf Games, and the WSL Championship Tour.
3. Describe the intended method of identifying the pool and selecting the candidates to be considered for the Games Staff position(s):

USA Surfing will not solicit applications for the Games Staff position(s). The individuals who meet the criteria outlined in Section 2 (and make up the pool of eligible candidates for each

Games Staff position) are a definitive group, and it will not be necessary for those individuals to express interest in the relevant position.

All USA Surfing's Games Staff positions will be filled based on the selection of candidate(s) who meet all applicable criteria outlined in Section 2 and who will best meet the needs of the athletes named to the 2020 U.S. Olympic Team.

USA Surfing reserves the right to consider the practicality of combining two Games Staff roles (Team Leader, Coach, non-medical Performance Staff and/or Medical Personnel) to be strategic in its use of available accreditations, while also maintaining focus on high performance. If it is the decision of USA Surfing to combine roles, then the candidate must meet all applicable criteria for the relevant positions as listed in Section 2.

4. Describe the removal of Games Staff:

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

- 4.1. Voluntary withdrawal. Games Staff nominee must submit a written letter to the USA Surfing CEO/President.
- 4.2. Injury or illness as certified by a physician (or medical staff) approved by USA Surfing. If the individual refuses verification of his/ her illness or injury by a physician (or medical staff) approved by USA Surfing, 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 USA Surfing's Code of Conduct:  
<https://www.usasurfing.org/codes-of-conduct--ethics.html>
- 4.5. No longer able to meet the required criteria in Section 2 at the time of the Games.

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 Surfing Code of Conduct/Honor Code, 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)?

USA Surfing Team Selection Committee (for Head Coach nomination):

~~President and~~ Chair of the BOD  
USA Surfing CEO  
National Team Coach  
Junior National Team Coach  
AAC Rep  
AAC Alternate Rep  
Elite Athlete  
Elite Athlete  
Adaptive Athlete

USA Surfing Team Selection Committee (for all remaining nominations):

Chair of the BOD  
USA Surfing CEO  
AAC Rep  
AAC Alternate Rep  
Adaptive/Para Athlete

Any person being considered for a staff position will recuse him/herself from the approval process and not have a vote.

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, USA Surfing's Board or Ethics Committee, as appropriate, 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:

Submitted July 2020: Head Coach nomination

January 15, 2021: Medical Personnel nominations, if applicable

April 16, 2021: April 17, 2020:

Nomination date for all remaining Games Staff roles ~~that are not dependent on which athletes are named to the 2020 U.S. Olympic Team~~ (e.g., ~~Medical Personnel~~, Team Leader, non-medical Performance Staff, Head Coach, Technical Coach, Assistant

Coaches)

~~June 5, 2020: — Nomination date for Games Staff roles that are dependent on which athletes are named to the 2020 U.S. Olympic Team (Assistant Coaches)~~

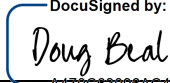
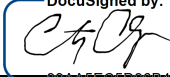
9. Publicity/Distribution of Procedures:

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

9.1. Web site: <https://www.usasurfing.org/teams.html>

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): N/A

Position	Print Name	Signature	Date
NGB President, Board Chair, or CEO/Executive Director	Doug Beal	DocuSigned by:  A470C63096AC4ED...	11/5/2020
USOPC Athletes' Advisory Council Representative*	Courtney Conlogue	DocuSigned by:  99AA5EC5D96B443...	11/4/2020

\*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 Surfing, 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 Surfing must designate an athlete from that sport to review and sign the Selection Procedures.

## Attachment A USOPC Sports Medical Games Requirements

### PURPOSE

The USOPC 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 USOPC 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 USOPC Managing Director of sports medicine who will then identify and communicate the level of support to be provided by USOPC Sports Medicine. Any changes to the requested sports medicine support should be immediately forwarded to USOPC Sports Medicine. In cases where medical services or materials are not identified, the USOPC 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 USOPC Volunteer Program Application for specific specialty (Attachments located at [www.teamusa.org/medicalvolunteer](http://www.teamusa.org/medicalvolunteer)). On occasion, specific supporting documentation will be requested at the discretion of USOPC Sports Medicine.
- 2) Successfully pass a medical credential review and criminal background check at or above USOPC standards with the National Center for Safety Initiatives (NCSI)
- 3) Review of the venue emergency action plan with USOPC 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](http://www.teamusa.org/medicalvolunteer)
- Physical Therapist Qualification Criteria - located at [www.teamusa.org/medicalvolunteer](http://www.teamusa.org/medicalvolunteer)
- Doctor of Chiropractic Qualification Criteria - located at [www.teamusa.org/medicalvolunteer](http://www.teamusa.org/medicalvolunteer)
- Physician Qualification Criteria - located at [www.teamusa.org/medicalvolunteer](http://www.teamusa.org/medicalvolunteer)
- Massage Therapist Qualification Criteria - located at [www.teamusa.org/medicalvolunteer](http://www.teamusa.org/medicalvolunteer)