

External Procedure Document

PROJECT DETAILS

REPORT DATE	REVISION DATES	PROJECT NAME	PREPARED BY
8/9/2021	1/25/2022 7/16/2023 9/15/2023 4/03/2024	USBC Event Quality Control System	Mike Spridco

PURPOSE

Procedures to ensure:

- All adult participants at USBC events or certified competitions where minor athletes are participating have completed the mandatory SafeSport Training prior to participating in the event.
- No participants at the event or competition are suspended from USBC or through the U. S. Center for SafeSport (USCSS).
- All participants at all sanctioned events receive the MAAPP and reporting protocols within 30 days of each sanctioned event.

REQUIREMENTS FOR PARTICIPANTS

In order to participate in an event, the following adult participants are required to have completed SafeSport training no more than one year from the end date of the event, have a valid background screen and not be on USBC's or USCSS's exclusion list:

- Event Management
- Event volunteers
- Event Staff (Includes Ball Manufacture Reps and any Media)
- Registered Coaches of Minor Athletes

League Competition only - The following adult participants are required to have completed SafeSport training no more than one year from the end date of the event and not be on USBC's or USCSS's exclusion list:

- Athletes 18 years of age or older
- Coaches of Minor Athletes

The following are considered event participants and cannot be on USBC's or USCSS's exclusion list:

- Athletes 17 years of age or younger
- Center personnel working during event
- Coaches of Adult Athletes

The competition official must prevent any individual who is not current with SafeSport training from participating until they are current with the required training.

VERIFICATION PROCESS

Event Management is responsible to verify each participant has met the above requirements prior to their participation.

Upon receipt of participant's name in the registration process, Event Management must validate the person's name on BOWL.com in the Find-a-Member feature. The following chart indicates how each requirement can be determined by searching for the individual on BOWL.com.

Requirement	Determined by
Current USBC member	Valid membership records are shown on the Memberships tab the individuals
Not on USBC's exclusion list	Individuals suspended from USBC membership are not shown on Find-a-member and cannot purchase membership through BOWL.com
Not on USCSS exclusion list	Go to uscenterforsafesport.org and check the Centralized Disciplinary Database, found under "Response and Resolution" tab.
Completed SafeSport Training	A SafeSport Icon, as shown below, is next to the member's name
Valid Background Screen	A RVP Icon, as show below, is next to the member's name.



This same process shall be done for any onsite registrants.

USBC will inform the Center if an individual who is on an Administrative Hold with the Center tries to participate in a USBC competition.

DISPURSEMENT OF MAAPP'S

Event management will be responsible to notify all participants of USBC's Athlete Safety and RVP Handbook, which includes the MAAPP's and how to report a concern. A link to the handbook should be included in emails that are sent out within 30 days of the event to all event participants.

For those registering on site, including center personnel, a sign should be on site with a QR Code which takes participants to the handbook online, www.bowl.com/RVP. Event management instructs any day-of registrants to scan the QR Code and review USBC's policies.

Event management should also have a hard copy of USBC's Athlete Safety and RVP Handbook available to any participant on site.

REPORTING VIOLATIONS

All USBC members are mandatory reports and must report concerns of:

- 1. Child Abuse** - An Adult Participant who learns of information and reasonably suspects that a child has suffered an incident of child abuse, including sexual abuse, shall immediately make a report of the suspected abuse to both Law Enforcement and the U.S. Center for SafeSport (the Center):
 - a. Law Enforcement
 - 1) The agency designated by the Attorney General, consistent with federal requirements set forth in section 226 of the Victims of Child Abuse Act of 1990 (34 U.S.C. § 20341).
 - 2) Applicable State Law Enforcement agency; learn more about this requirement by visiting <https://www.childwelfare.gov/topics/responding/reporting>.
 - b. U.S. Center for SafeSport
 - 1) Through the U.S. Center for SafeSport's online reporting form at uscenterforsafesport.org.
 - 2) By phone at the Center's toll-free Report a Concern phone number 833-5US-SAFE (587-7233) 24 hours, with an operator available Monday-Friday 8 A.M. - 4 P.M. MT.

Reporting such conduct to the Center does not satisfy an Adult Participant's obligation to report to law enforcement or other appropriate authorities consistent with section 226 of the Victims of Child Abuse Act of 1990 (34 U.S.C. § 20341).

2. Sexual Misconduct

- a. Anyone who experiences or becomes aware of an incident of Sexual Misconduct involving a Participant is encouraged to immediately report the incident to the Center (and/or to law enforcement if the matter involves possible criminal conduct).
- b. Adult Participants must promptly report possible Sexual Misconduct directly to the Center whenever such Participants become aware of conduct that could constitute Sexual Misconduct.

3. Emotional and Physical Misconduct

Adult Participants are required to report to USBC emotional and physical misconduct (including bullying, stalking, hazing, and harassment) prohibited under the Code, and violations of proactive policies. To report to USBC, visit BOWL.com/RVP.

4. Criminal Dispositions

- a. Adult Participants are required to report to the Center Criminal Charge(s) and Disposition(s) involving sexual misconduct or misconduct involving Minors.
- b. Adult Participants are required to report Criminal Charge(s) and Disposition(s) involving any other form of misconduct to USBC. To report to USBC, visit BOWL.com/RVP.

5. Misconduct Related to the Center's Process

Adult Participants are required to report to the Center any suspected incident(s) of:

- a. Aiding and Abetting
- b. Abuse of Process
- c. Retaliation

6. Violations of USBC's Prevention Policies or the Center's MAAPPs

Adult Participants are required to report violations of USBC's Prevention Policies or the Center's MAAPPs to the Center when the violation meets the criteria in items 1 and 2 above and to USBC when the criteria meets item 3 above.