

International Soap Box Derby, Inc. Code of Conduct

For Participation, Officiating, and Leadership in Soap Box Derby Programs

1. Purpose and Scope

Purpose:

This International Soap Box Derby, Inc. ("ISBD") Code of Conduct ("CoC") establishes uniform, role-based standards of behavior, safety, integrity, governance, and accountability for all individuals involved in ISBD-sanctioned programs and events.

Scope:

This CoC applies to all individuals acting as Race Participants, Race Officials, and/or Race Program Leadership as defined in Article 9.

All covered individuals are collectively responsible for upholding the values, mission, safety standards, and reputation of ISBD.

2. Conduct Standards Across All Roles. All individuals covered by this CoC shall:

- 2.1. Act as responsible stakeholders in youth development, education, and safety.
- 2.2. Act as unbiased stakeholders in Soap Box Derby culture. The ISBD and its local race organizations shall ensure that their decisions, public statements, activities, and events are unbiased and maintain a supportive and inclusive environment for all.
- 2.3. Always prioritize safety, including adherence to established safety protocols and standards.
- 2.4. Act with the highest regard for youth protection and development consistent with the US Center for SafeSport (www.uscenterforsafesport.org) Minor Athlete Abuse Prevention Policies (MAAPP).
- 2.5. Act with consistent regard
 - 2.5.1. For integrity and fairness; respect, dignity, and inclusion; family-centered participation; community trust; educational mission; sportsmanship; and professionalism
 - 2.5.2. To comply in all respects with ISBD's governance structure and its applicable rules, policies, and instructions.
 - 2.5.3. To protect the reputation, credibility, and public trust of ISBD.
 - 2.5.4. For enforcement and reporting obligations in accordance with Article 7.
 - 2.5.5. To comply with the Conflict-of-Interest Standard in accordance with Article 9.

3. Race Participants Conduct Standards. Race Participants shall act in accordance with Article 2 and additionally:

- 3.1. Accept officials' decisions respectfully and use established channels to escalate or contest decisions.
- 3.2. Use appropriate language and conduct during, before, and after all activities.
- 3.3. Exercise care for event facilities, equipment, and property.
- 3.4. Participate in a manner consistent with fair competition and event safety.

4. Race Officials Conduct Standards. Race Officials shall act in accordance with Articles 2, 3, and additionally:

- 4.1. Maintain neutrality and independence in decision-making.
- 4.2. Ensure compliance with ISBD governance, safety, rules, ethical standards, and participation requirements.
- 4.3. Exercise ethical leadership and accountability.
- 4.4. Comply with the Conflict-of-Interest Enforcement and Compliance in accordance with Article 7.
- 4.5. Ensure that all participants in races and events for which they are officiating, sign and uphold this CoC.

5. Race Program Leadership. Race Program Leadership shall act in accordance with Articles 2, 3, 4, and additionally:

- 5.1. Act in the long-term best interest, sustainability, growth, and integrity of the ISBD.

- 5.2. Protect institutional governance, transparency, and accountability.
- 5.3. Promote consistent national standards and organizational stability.
- 5.4. Contribute feedback constructively and through appropriate channels.
- 5.5. Contribute positively and refrain from disparaging ISBD in public communications including social media posts.

6. Governance Structure and Authority

- 6.1. The ISBD Governance Structure and authority, as revised from time-to-time, is published at www.soapboxderby.org/resources. Consult this document to understand the governing authority of the ISBD and its volunteer organization and structure.

7. Enforcement and Compliance

- 7.1. All individuals covered by this CoC are obligated to report violations, misconduct, or safety concerns promptly to their governing authority as described in Article 6 and via the ISBD's QCC process.
- 7.2. Individuals assigned to research or respond to a QCC shall do so discretely and share only on a need-to-know basis.
- 7.3. Violations may result in disciplinary action proportionate to the nature and severity of the violation ("Action"), including but not limited to:
 - 7.3.1. Moderate Actions: Verbal or written warnings; mandatory retraining or education
 - 7.3.2. Severe Actions: Probation, suspension, removal from position, event bans, permanent disqualification
- 7.4. Disciplinary Actions shall be recommended by the relevant governing authority and approved by their two senior levels of authority as described in Article 6.
 - 7.4.1. For any Action, the impacted individual(s) shall be notified of the alleged infraction, notified of the recommended disciplinary Action, and be given 14 days to respond. That response is reviewed by the approving two levels of authority and the CEO before the Action is finalized.
 - 7.4.2. For any Severe Action, the CEO shall have final decision authority.
 - 7.4.3. For any Severe Action, the Board of Directors may invoke its compliance authority and review correspondence, interview stakeholders, and consider the recommended Action.
 - 7.4.4. For any Action, the decision is final and retaliation is strictly prohibited. Retaliation includes adverse treatment, intimidation, exclusion, or threats against an individual for making a good-faith report or participating in a review process.

8. Acknowledgment and Agreement

By signing below, the individual acknowledges that they have read, understand, and agree to comply with this Code of Conduct corresponding to all the specific roles for which they may serve. Signature constitutes binding agreement to uphold these standards.

Name (print): _____

Signature: _____

Parent/Guardian (if applicable): _____

Date: _____

9. Definitions:

“A-Team” means individuals serving as volunteers in any official capacity at any ISBD-sanctioned event.

“Conflict of Interest Standard” means that any real or perceived conflict of interest by Race Participants, Race Officials, and/or Race Program Leadership shall be avoided and disclosed immediately. Once disclosed, those individuals must recuse themselves from any decision or action regarding that could personally benefit themselves, an immediate family member or other third-party for which they have a vested interest.

“QCC” means the Question, Concern, Comment process as defined by the ISBD from time-to-time.

“Race Officials” means individuals serving in any official capacity at any ISBD-sanctioned event, including but not limited to, race directors, judges, inspectors, A-Team, and those responsible for weigh-ins, bracket drawings, lane calibration, wheel calibration, wheel-swaps, starting gate, timers, camera monitoring, and announcing.

“Race Participants” means individuals participating in any ISBD-sanctioned activity at the local, school, rally, regional, national, or international levels, including but not limited to, drivers, families, guardians, volunteers, and car handlers. Parents and guardians are responsible for their family's minor-aged members.

“Race Program Leadership” means ISBD Commission Members, Associates, Officers, and all other individuals responsible for program governance, administration, and strategic leadership on behalf of ISBD.

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