



OFFICIAL ELEMENT ESPORTS POLICY

CONFLICTS, GIFTS, AND OUTSIDE ACTIVITIES POLICY

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POLICY OWNER	ELEMENT ESPORTS LEADERSHIP

Element Esports is the non-FPS sister organization of ADHD Esports. This edition preserves the shared leadership and operating standard while applying Element branding, contacts, community structure, and game scope.

Role terminology: formal position names govern authority and responsibility. Element-themed names are friendly Discord display roles only unless a written appointment states otherwise.

OFFICIAL ORGANIZATIONAL POLICY

CONFLICTS, GIFTS & OUTSIDE ACTIVITIES POLICY Disclosure, recusal, related-party decisions, outside roles, gifts, benefits, and independent judgment.

DOCUMENT CODE VERSION EFFECTIVE OWNER GOV-POL-004 1.0 AUG 27, 2026 Ownership & Administration

CONTROL NOTICE This PDF is the controlled distribution version. The accessible web reading version is at adhdesports.joshdisciple.chatgpt.site/policies/conflicts-gifts-outside-activities. If a later version is posted there, the later approved version controls. This policy is organizational guidance, not legal advice.

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1. Purpose Element Esports decisions must serve the organization rather than undisclosed personal, financial, family, romantic, competitive, or outside interests. A conflict is not automatically misconduct; concealment, misuse, or failure to follow safeguards may be.

2. Covered people and decisions The policy applies to anyone who recommends, selects, evaluates, investigates, moderates, disciplines, spends, negotiates, approves, recruits, assigns access, manages rosters, distributes prizes, or represents Element Esports. It covers actual, potential, and reasonably perceived conflicts.

3. Conflicts requiring disclosure

Family, household, romantic, close personal, or substantial hostile relationships with an affected person.

Ownership, employment, contracting, debt, investment, commission, referral, creator, affiliate, or other financial interest.

Outside teams, leagues, communities, agencies, sponsors, vendors, or clients with overlapping duties or competition.

Prior involvement in the event under review, personal statements about the outcome, or being a material witness.

A requested decision that could deliver a special role, opportunity, payment, equipment, data, access, or reputational benefit to the member or a close connection.

4. Disclosure timing and content Disclose before participating in the decision or as soon as the conflict becomes known. State the nature of the interest, affected people or entities, expected role in the decision, possible benefit or harm, and any time sensitivity. Do not circulate unnecessary private details.

5. Assessment An uninvolved authorized leader evaluates materiality, authority, directness, financial or personal benefit, access to confidential information, appearance to a reasonable observer, availability of alternatives, and risk to fairness, safety, trust, or compliance.

6. Management controls

No action because the conflict is remote or immaterial.

Disclosure to affected decision-makers or the record.

Limited participation without vote, selection, negotiation, review, or access to protected material.

Independent second review, reassignment, recusal, divestment, written conditions, competitive firewall, or prohibition.

Retrospective review if a conflict was discovered after action.

7. Gifts, hospitality, and favors Cash, cash equivalents, personal loans, kickbacks, secret commissions, or benefits intended to influence judgment are prohibited. Nominal promotional items or ordinary hospitality may be accepted only when lawful, infrequent, transparent, not tied to a pending decision, and unlikely to create obligation.

Travel, lodging, high-value equipment, recurring benefits, unusual discounts, tickets, or gifts to close connections require advance written approval and may need to be declined, returned, donated, or treated as an organizational asset.

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8. Related-party transactions A purchase, reimbursement, sponsor arrangement, contract, loan, or use of a member-owned business requires written disclosure, a documented legitimate need, reasonable terms, independent approval, and a record of the basis. The interested person may provide facts but may not control approval.

9. Outside roles and exclusivity Outside employment, teams, creator activity, businesses, communities, and volunteer roles are generally permitted unless a completed agreement says otherwise. They must not misuse confidential information, interfere materially with accepted duties, create conflicting exclusivity, impersonate organizational authority, divert organizational opportunities, or compromise competitive integrity.

10. Organizational opportunities and information Members may not appropriate a sponsor lead, applicant, roster opportunity, client, vendor discount, confidential strategy, unreleased announcement, source file, or internal tool learned through their role for personal or outside benefit without approval.

11. Competition, betting, and prizes Competition conflicts, betting, match manipulation, inside information, eligibility, and prize handling follow Competitive Integrity and the applicable agreement. Any personal financial interest in an opponent, tournament, wager, roster decision, or outcome must be disclosed immediately.

12. Enforcement and remediation Possible remedies include disclosure, corrected approval, repayment or return, reassignment, access limitation, transaction cancellation, recusal, training, warning, role change, removal, or referral under Discipline & Appeals. Good-faith disclosure of a manageable conflict is not wrongdoing.

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IMPLEMENTATION CHECKLIST The responsible policy owner should use this checklist to turn the written standard into routine practice.

1 Add a conflict question to role acceptance, partner intake, reviewer assignment, and purchasing. 2 Keep a restricted disclosure and recusal register. 3 Require independent approval for related-party transactions and material gifts. 4 Review outside-role conflicts when duties or agreements change. 5 Document competition, investigation, roster, and discipline recusals.

SHARED ADMINISTRATION Policy status and relationship This is an official Element Esports organizational policy. It supplements the Staff & Player Handbook and does not create employment, collective-bargaining, public-sector, or union rights. A completed agreement, applicable law, platform or tournament rule, or stricter safety requirement may add obligations.

When policies overlap, the most protective applicable safeguarding or safety rule controls immediate action. Findings, corrective action, and appeals use the Discipline & Appeals Policy unless a specific external authority controls.

Administration and interpretation Ownership retains ultimate policy authority. The named policy owner administers day-to-day implementation, may issue consistent procedures and forms, and must elevate material ambiguity, conflicts, or requested exceptions.

Exceptions must be written, limited, lawful, time-bounded when appropriate, and may not waive safeguarding, non-retaliation, fair-play, privacy, or truthful-advertising requirements.

Reporting and non-retaliation Good-faith questions, disclosures, mistakes, and concerns may be raised to a direct lead, department head, Management, Ownership, or the Report a Concern route. A person may bypass the chain when it is unsafe, unavailable, or conflicted.

Retaliation, evidence destruction, witness pressure, coordinated stories, restriction evasion, or misuse of authority to suppress reporting are separate potential violations. An unsubstantiated report is not automatically false or malicious.

Review, records, and appeals Material decisions should identify the issue, governing standard, relevant information, conflicts, action, responsible owner, duration or review date, and required notice. Access to reports and records is limited to legitimate need.

Protective restrictions may be imposed before a finding when safety, minors, accounts, evidence, competition, finances, or operations are reasonably at risk. Formal outcomes and material restrictions may be appealed under Discipline & Appeals.

Training, acknowledgment, and review People with elevated authority or access must receive role-appropriate instruction and acknowledge this policy before or soon after assignment. Leadership should review the policy after a material incident, program change, legal or platform development, or at least annually.

CROSS-REFERENCES

Staff & Player Handbook

Staff & Member Conduct Policy

Discipline & Appeals Policy

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Community Standards

Safeguarding and Minor Participation Policies

Privacy Policy

Brand Guidelines

Applicable role agreement, tournament, platform, publisher, partner, and legal requirements

DOCUMENT Owner / authorized representative: _____ APPROVAL

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Questions, reports, and requests for the current controlled copy: contact@elementesports.com