

Prescheduled Competition Testing Guidelines

1.0 Introduction and Scope

- 1.1 As per the CANADIAN ANTI-DOPING PROGRAM (CADP), Section 1: General Principles, Rule 1.5, “The Canadian Centre for Ethics in Sport may issue detailed guidelines or practices for these Rules and Standards from time to time.”
- 1.2 These Prescheduled Competition Testing Guidelines are developed to facilitate the coordination of prescheduled *In-Competition Testing* between the Canadian Centre for Ethics in Sport (CCES) and *Sport Organizations*. These Guidelines are to be used in conjunction with the CADP, Section 6: Doping Control Rules.
- 1.3 Unless otherwise specified, all references within this document are to sections of the CADP, which can be found at <http://www.cces.ca/pdfs/CCES-POLICY-CADP-E.pdf>.

2.0 Roles and Responsibilities

- 2.1 Effective prescheduled *In-Competition Testing* requires a coordinated effort of many organizations and individuals, including the *CCES*, *Sport Organizations*, Organizing Committees, Technical Delegates, Doping Control Officers (*DCOs*), *Chaperones*, *Athletes*, and *Athlete Support Personnel*. Their respective responsibilities are set out below.

3.0 Definitions

- 3.1 *Italicized* terms are defined in the CADP Glossary.

4.0 Communication Prior to the Competition

- 4.1 At a minimum, the *CCES* will communicate to the *Sport Organization*:
 - a) the number of approved tests; and
 - b) the *DCO* contact information.
- 4.2 At a minimum, the *Sport Organization* will communicate to the Organizing Committee and/or Technical Delegate:
 - a) the number of approved tests;
 - b) the *DCO* contact information; and
 - c) any *Athlete* selection criteria.
- 4.3 *Sport Organizations* should provide the Technical Delegate’s contact information to the *CCES* as soon as practically possible in order to facilitate the pre-*Competition* coordination between the *DCO* and Technical Delegate. The Technical Delegate must contact the *DCO* at least one week in advance of the *Competition* in order to review and confirm the following information:
 - a) that adequate numbers of suitable volunteer *Chaperones* have been secured;
 - b) the set-up of the *Doping Control Station* and its proximity to the field of play;
 - c) that sealed water will be provided for the *Athletes*;
 - d) the exact location where the *Competition* is being held and any necessary directions; and
 - e) the time that the *DCO* and other *Sample Collection Personnel* should arrive on-site.

5.0 Securing Sample Collection Personnel for the Testing

- 5.1 The *CCES* will secure the appropriate number of DCOs for the *Competition*. All personnel appointed by the *CCES* will be trained in accordance with Annex 6F: Sample Collection Personnel Requirements.
- 5.2 The Technical Delegate has the responsibility for securing the appropriate numbers of volunteers to act in the capacity of *Chaperones* for the *Testing*. The Technical Delegate shall liaise with the *CCES* or the *DCO* assigned for the *Competition* for guidance on determining the appropriate number of volunteers for this event. Volunteers recruited to be *Chaperones* must meet the following minimum requirements:
- must be over 18 years of age;
 - must not have any direct interest in any of the *Athletes* competing at the *Competition*;
 - must not be directly affiliated with the sport; and
 - must be of the same gender as the *Athletes* being tested.
- 5.3 The Technical Delegate will provide the *Chaperones* with the appropriate accreditation for access into the *Competition* venue and will also provide them a *Competition* schedule, a map of the venue, clipboards, paper and pens.
- 5.4 The *DCO* will train and authorize the *Chaperones* prior to the beginning of the *Sample Collection Session* as per the requirements outlined in Section 6: Doping Control Rules.

6.0 Securing the Facilities for the Doping Control Station

- 6.1 For prescheduled *In-Competition Testing*, the Organizing Committee will secure the facilities to be solely used for the *Doping Control Station* and ensure that the facilities meet the minimum requirements as prescribed in Section 6: Doping Control Rules, Rule 6.56. Rule 6.56 states that the *Doping Control Station* “must ensure privacy and be used solely for *Doping Control* purposes for the duration of the *Sample Collection Session*.”
- 6.2 Ideally, the Technical Delegate and the *DCO* will meet at the facilities prior to the *Competition* to ensure the *Doping Control Station* is acceptable.
- 6.3 Beyond the minimum requirements stated in the Doping Control Rules, additional guidelines may suggest that the *Doping Control Station* should be:
- clearly marked with signs and solely reserved for *Doping Control* purposes;
 - suitably located in close proximity to the field of play or other location where *Athletes* will be notified;
 - away from heavy traffic areas and secure enough to store the *Sample Collection Equipment*;
 - divided into three separate and interconnected areas consisting of:

(i) Waiting Room/Area

This room or area should be large enough to accommodate *Athletes*, *Athlete Representatives* and *Sample Collection Personnel* who will occupy it. The room should have chairs or benches, tables and an adequate supply of sealed, non-alcoholic, beverages.

(ii) Doping Control Processing Room/Area

Only *Sample Collection Personnel*, the *Athlete* being tested, the *Athlete Representative* and an interpreter, if required, shall be allowed access to this room or area. This

room/area should be clean, contain a table and some chairs and, in the event of blood sample collection, contain a bed or comfortable chair. This room/area is used to:

- maintain *Athlete* privacy;
- securely store the *Sample Collection Equipment* and documentation;
- allow the *Athlete* to select *Sample Collection Equipment*;
- perform venipuncture (if required);
- seal security containers;
- package and store *Samples*; and
- complete and process *Sample Collection* documentation.

(iii) Lavatory

Wherever possible, this room or area shall contain a sink, toilet with suitable hand wiping towels and shall be connected to the *Doping Control* processing room/area. It shall be large enough for the *Athlete* and witnessing *DCO/Chaperone* to move freely.

6.4 The *DCO* shall have the authority to cancel *In-Competition Testing* should the facility, supplies, personnel, or equipment be deemed inadequate for secure *Sample* collection.

6.5 The following parties may be present during the *Sample Collection Session*:

- a) *Athlete* providing the *Sample*;
- b) Doping Control Officer(s);
- c) *Chaperone*(s);
- d) National and/or International Federation's Technical Delegate may be present but may not directly observe the passing of the *Sample*;
- e) An *Athlete* may be accompanied by a representative and/or interpreter during the *Sample Collection Session* except when the *Athlete* is passing a urine *Sample*, but without the representative directly observing the passing of the urine *Sample* unless requested to do so by the *Minor Athlete*;
- f) A *Minor Athlete* is entitled, and the witnessing *DCO/Chaperone* is entitled to have a representative observe the *Chaperone* when the *Minor Athlete* is passing a urine *Sample*, but without the representative directly observing the passing of the *Sample* unless requested to do so by the *Minor Athlete*;
- g) An *Athlete* with a disability is entitled to be accompanied and/or assisted by a representative where authorized by the *Athlete* and agreed to by the *DCO*;
- h) Security Personnel present shall not directly observe the passing of a urine *Sample*; and
- i) A *WADA* Independent Observer may be present where applicable under the *Independent Observer Program* and/or a *CCES* authorized personnel may be present but shall not directly observe the passing of a urine *Sample*.

At no time are members of the media permitted in the *Doping Control Station* even to act in the capacity of an *Athlete* representative.

7.0 The Selection of Athletes for Testing

7.1 *Sport Organizations* should clearly communicate their *Athlete* selection requirements to the Technical Delegate well in advance of the *Competition*. The *DCO* may also have a Letter of

Authorization indicating any *Athletes* that have been pre-selected for *Testing*. In the absence of any *Sport Organization* selection criteria, the *DCO* and Technical Delegate will agree on selection criteria for the *Competition*. Both the *DCO* and Technical Delegate will conduct the *Athlete* selection.