

# **ANTI-DOPING CHECK LIST**

## ***1. GENERAL***

CISM adheres to the WADA Code and is an active part of the worldwide fight against Doping. Thus, Anti-Doping Controls are mandatory at all CISM competitions on World level. The testing procedures must be in conformity with the International Standard for Testing, all samples have to be sent to a WADA accredited laboratory, and all the results, as well as all the Doping Control Forms have to be sent to CISM General Secretariat. The correct testing has to be ensured by the CISM Anti-Doping Commission.

The composition of the CISM Anti-Doping Commission is:

- The Official CISM Representative (OCR), who is the President of the Commission;
- The President of CISM Sports Committee (PCSC); and
- Anti-Doping Representative of the Organizing Committee of the championship who may be seconded by the authority responsible for the tests (accredited Anti-Doping Officer).

Proper testing is the result of the co-operation of the Anti-Doping Commission and the Organizing Committee, which must work together as a team. This document highlights the precise duties of each member. In this sense, it must be read in conjunction with the CISM Anti-Doping Rules.

In case of need, every authority can, at any moment, contact the CISM Sports Director and/or the CISM Anti-Doping Manager of the General Secretariat.

## ***2. ROLE OF THE CHIEF OF THE ORGANIZING COMMITTEE***

### **a. Before the Championship**

#### **1) Contacts the PCSC and CISM Sports Director**

- Check the minimum number of tests;
- Ask for specific requirements on that sport(s);
- Send to PCSC and to CISM Sports Director all the names, genders and nationalities of the athletes who will participate in the event (according to the Final Entry sent by the Delegations).

#### **2) Sets up the organization of sample collection**

- Appointment of the OC representative;
- Contact and makes an agreement with a WADA accredited laboratory, and/or the National Anti-Doping Agency. The agreement should clearly state that all test results should be sent directly to the CISM General Secretariat;
- Preparation of the facilities and personnel;
- Reserves a budget for at least the minimum number of Anti-Doping controls foreseen in the specific sports regulations.

#### **3) Announces Anti-Doping Controls in the invitation**

- General remark that Anti-Doping Controls will be organized; and
- The applicable Anti-Doping Control Regulations.

## **b. During the Championship**

- 1) Fully supports the Anti-Doping Commission;**
- 2) Drafts the Joint Report Part I and hands it over to the Official CISM Representative before leaving; and**
- 3) Ensures that the Representative of the Organizing Committee in the Anti-Doping Commission hands over to the Official CISM Representative the original of all Anti-Doping Control Forms.**

## **c. After the Championship**

- 1) Ensures with the Laboratory who performed the analysis, the sending of the original laboratory results documents to the CISM General Secretariat.**

## ***3. ROLE OF THE ANTI-DOPING REPRESENTATIVE OF THE ORGANIZING COMMITTEE***

This person is appointed by the Organizing Committee to take care of the practical execution of all Anti-Doping procedures during the course of the Championship. The Representative of the Organizing Committee may be a WADA accredited Anti-Doping Officer (recommended). His/her main task is the execution and supervision of the Anti-Doping tests in full accordance with the WADA Standard for Testing.

### **a. Before the Championship**

- 1) Supplies himself with:**
  - Knowledge of CISM Anti-Doping Rules; and
  - Knowledge of International Federation Anti-Doping regulations and particularities.
- 2) Ensures that the conditions for testing are in conformity with the WADA International Standard for Testing and Investigations (ISTI), and the latest version of the WADA Code.**

### **b. During the Championship**

- 1) Acts as a member of the CISM Anti-Doping Commission;**
- 2) Fully supports the other members of the Anti-Doping Commission;**
- 3) Manages the Anti-Doping testing;**
- 4) Informs all Missions during the technical meeting that the Anti-Doping procedures will be done according to the WADA ISTI;**
  - Athlete Notification (when and its consequences);
  - Testing procedures (including the right of an accompanying person, gender of the tester, the test location, the rules which have to be followed by the athletes, the handle of the bottles, etc.).

**5) Supplies the Official CISM Representative with the originals of the Doping Control Forms.**

### **c. After the Championship**

- Certifies the Results were sent from the accredited laboratory to CISM General Secretariat.

## ***4. ROLE OF THE OFFICIAL CISM REPRESENTATIVE***

### **a. Before the Championship**

**1) Be informed about the CISM Anti-Doping Rules and the Anti-Doping Rules of the International Federation concerned.**

**2) Be supplied with the CISM Anti-Doping Rules, the Anti-Doping Rules of the International Federation concerned, and the WADA Rules (WADA Code and ISTI).**

**3) Contacts the PCSC about the minimum number of Anti-Doping tests, as well as the specific regulations for the concerned sport.**

**4) Contacts the organizer and verifies:**

- Name and information (email and phone) of the Representative of the Organizing Committee in the Commission;

- Name of the contracted WADA accredited laboratory with a person of contact (name, email and phone number);

- If the contracted laboratory is WADA accredited (can be found at [www.wada-ama.org](http://www.wada-ama.org)).

**4) Contacts CISM General Secretariat to determine whether there are approved TUE(s).**

### **b. During the Championship**

**1) On arrival convenes the Anti-Doping Commission and to ensure that all necessary preparations have been made.**

**2) Together with the Commission determines the best day and time to proceed with the collection of the samples, and keeps this information in strict confidence.**

**3) Inform the Chiefs of Mission**

- During the preliminary meeting concerning the anti-doping procedures;

- Collects the Therapeutic Use Exemptions (TUE), in case there are some, copy and send them as soon as possible (preferably by email) to CISM GS.

**4) Supervises the testing**

- Gives the final decision concerning which athletes should be tested, following the minimum number of tests, and receiving advice from the PCSC about the technical level of the athletes, and if there are specific athletes who should be targeted (in case receives a communication from CISM GS staff);

- Collect the Doping Control Forms at the end of each day of tests.

**5) Requests to the organizer, and to the accredited laboratory to send the results directly, and as soon as possible, to CISM General Secretariat.**

**6) Drafts the Joint Report part III**

- Includes all data in the Joint Report of the Championship;
- Sends the Joint Report and the enclosed documents with the Doping Control Forms to the CISM GS as soon as possible, using a secure way (e-mail and/or registered letter);
- Provides a copy of all Doping Control Forms to the PCSC.

## ***5. ROLE OF THE PRESIDENT CISM SPORT COMMITTEE***

### **a. Before the Championship**

**1) Be informed about Anti-Doping procedures within CISM, supplying himself with the necessary regulations:**

- CISM Anti-Doping Rules;
- CISM Anti-Doping Check List;
- Anti-Doping rules and particularities of the International Federation concerned;
- The current version of the WADA Code.

**2) Contacts the organizer to**

- Ensure that Anti-Doping Controls are announced in the invitation;
- Define the necessary number of Anti-Doping tests and ensures with the OC that at least the minimum of tests is budgeted;
- Receive the list of participating athletes, and if possible, check their names at the Registered Testing Pool of the concerned International Federation;
- Offer assistance and expertise.

**3) Contacts the Official CISM Representative**

- Immediately after appointment;
- Informs him/her on what has been done so far;
- Disclose the required number of Anti-Doping Controls needed.

### **b. During the Championship**

**1) Acts as member of the Anti-Doping Commission**

- Prepares the Joint Report part II and hands it over to the Official CISM Representative before leaving;
- Assists the OCR, suggesting to him the athlete(s) who should be tested in the Anti-Doping controls, explaining the reasons for that (new record holder, target, final position, sampling, etc);
- Keeps confidential a copy of all Doping Control Forms received from the OCR.

**2) Fills in the Request for Ratification of a CISM record (Form 151.6/e) and sends this document to the Secretary General.**