

# *CHECK LIST ANTI DOPING CONTROLS*

## ***1. GENERAL***

CISM adheres to the WADA Code and is an active part of the worldwide fight against Doping. 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. The correct testing has to be ensured by the CISM Anti Doping Commission.

The composition of the Anti Doping Commission is:

- Official CISM Representative (President)
- PCSC
- Representative of the Organizing Committee of the championship who may be seconded by the authority responsible for the tests. (accredited Anti Doping officer) (Representative appointed by the Chief of organizing committee)

Proper testing is the results of the co-operation of the Anti Doping Commission and the Organizing Committee, that means of a team in which each member must precisely know what role he has to play. This document tries to remind the precise duties of each member. In this sense, it must be read in conjunction with the Anti Doping Regulations of CISM.

In case of need, every authority can, at any moment, contact with the **Director Sports** of the General Secretariat and/or the President Sports Commission Medicine.

After the championship the Secretary General informs the Anti Doping Commission on the results of the Anti Doping controls and possible consequences .

## ***2. ROLE OF THE CHIEF OC***

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

#### **1) Contacts the President CSC**

- Desired number of tests
- Specific requirements
- Necessary information on the specific sport

#### **2) Might contact the Director Sports of the General Secretariat and/of the President Sports Medicine Commission.**

- General doping control information
- CISM anti doping control regulations
- Accredited laboratories ([www.wada-ama.org](http://www.wada-ama.org))

#### **3) Sets up the organization of Sample collection Session**

- Appointment of the representative of the OC
- Appointment of personnel
- Preparation of the facilities and the system
- Reserves a budget for at least the minimum number of controls foreseen in the

- sports regulations Anti doping controls
- Makes an agreement with WADA accredited laboratory (www.wada-ama.org)

**4) Announces Anti Doping Controls in the invitation**

- General remark that Anti Doping Controls will be organized
- 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**

**3) Ensures that the Representative of the OC in the Anti Doping Commission hands over to the Official CISM Representative the original Anti Doping Records**

**c. After the Championship**

**1) Ensures:**

- The liaison with the laboratory
- The sending of the original laboratory results documents to the CISM Secretary General in a sealed envelope marked confidential

***3. ROLE OF THE REPRESENTATIVE OF THE OC***

This person is appointed by the Organizing Committee to take care of the practical execution of all doping procedures during the course of the championship. The representative of the organizing Committee could be an accredited Anti Doping Officer from WADA (recommended). His 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 Control regulations and procedures
- Knowledge of International Federation Anti Doping Control regulations and procedures

**2) Ensures that the conditions for testing are in conformity with the International Standard for Testing (WADA)**

**b. During the Championship**

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

**2) Fully supports the other members of the Anti Doping Commission**

**3) Manages the Anti Doping Controls**

**4) Information on the procedure towards the Missions**

- Balloting of controls
- Testing
- Sampling system

- Administration
- Implementation of the Doping Controls
- Mailing the samples to the laboratory

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

**6) Immediately informs the Official CISM Representative when obtaining results during the Championship**

**c. After the Championship**

**1) When obtaining results:**

- Sends the original results documents from the laboratory to the CISM Secretary General. (marked: Urgent, confidential).
- Keeps a copy

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

**a. Before the Championship**

**1) Informs himself about the functioning of Anti Doping Control procedures in CISM (see Policy Manual Chapter IV)**

**2) Supplies himself with the necessary regulations:**

- CISM Anti Doping Regulations
- CISM Anti Doping Control check list
- Anti Doping regulations of the International Federation concerned
- The World Anti Doping Code
- CISM Regulations (Policy Manual and Procedures)
- CISM sport regulations regarding that sport

**3) Contacts the PCSC**

- Number of necessary controls
- Preferable dates and time of controls
- Should be informed by the President TC about the provisional number of controls fixed

**4) Contacts the organizer**

- Name of and information on Representative in the Commission
- Name and place of the contracted laboratory ([www.wada-ama.org](http://www.wada-ama.org))
- Possible CISM assistance in case organizational difficulties occur

**b. During the Championship**

**1) On arrival convenes the Anti Doping Commission**

- To make sure that all necessary preparations have been made

**2) Informs the Chiefs of Mission**

- During the preliminary meeting concerning the procedures
- Reminds of the obligation to announce the use of medicine submitted to restriction

- Announces where, when and how to bring the medical certificates (therapeutic use Exemption, TUE)
  - Ensures correct development of balloting athletes
- 3) Supervises the testing**
- Receives administrative documents
  - Originals of the Doping Control Official records
- 4) Implements anti doping regulations in case of receiving results from the organizer during the Championship**
- Gives information to relevant Chiefs of Mission
  - Applies sanctions when necessary
  - Provides general information to involved missions
  - Coordinates with the PCSC the necessary adaptation of rankings and qualifications
- 5) Checks the existence of cases of contest**
- 6) Requests the organizer to obtain the results as soon as possible**
- 7) Drafts the Joint Report part III**
- Includes all data in the Joint Report of the Championship
  - Sends the Joint Report (Form 151.5/e) and the enclosed documents with the originals of the Doping Control Official records to the Secretary General.
  - Sends the original results documents from the laboratory to the Secretary General CISM, when receiving during the championship. (marked: Urgent, confidential)

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

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

- 1) Gets maximal informed on the procedure of functioning of Anti Doping Controls within CISM**
- 2) Supplies himself with the necessary regulations:**
- CISM Anti Doping Regulations
  - CISM Anti Doping Control check list
  - Anti Doping regulations of the International Federation concerned
  - The World Anti Doping Code
  - CISM Regulations (Policy Manual and Procedures)
  - International Federation (if any) Doping and sport regulations.
- 3) Contacts the organizer**
- Evaluates technical and financial possibilities
  - Ensures that Anti Doping Controls are announced in the invitation
  - Defines the necessary number of Anti Doping Controls and ensures with the OC that at least the minimum of tests is budgeted
- 4) Contacts the Official CISM Representative**
- Immediately after appointment
  - Informs him on what has been done so far
  - Informs on required number of Anti Doping Controls

- Offers all experience and assistance

**b. During the Championship**

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

**2) Supports the Official CISM Representative**

- Advises concerning the consequences on ranking and qualification when positive cases occur
- Drafts the Joint Report part II and hands it over to the Official CISM Representative before leaving

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