

ORGANISER'S GUIDE

Anti-doping Controls on UCI International Events

1. Introduction

The UCI International Events are submitted to anti-doping controls according to the UCI Anti-doping Rules. The International Testing Agency (ITA) is the entity in charge of the implementation of the UCI's anti-doping program. The organiser is responsible for all practical aspects and the costs of the controls.

2. Sample Collection Personnel

The ITA will appoint **1 to 3 Sample Collection Personnel (SCP)** depending on the discipline.

The ITA will be responsible for the cost of the SCP's daily allowances and travel arrangement to the event. All costs related to accommodation (single hotel room with breakfast) and transport during the event for the SCP, are borne by the organiser (e.g., pick-up to and from the airport or train station, transport from the hotel to the venue, etc...). Please note that the SCP may need to conduct tests outside the finish line; as such, the SCP will need to have a means of transportation available that will allow him/her to carry out his/her duties. The provision to the SCP of a car (with driver or rental car) is usually the most practical solution.

The organiser is also responsible for practical aspects of the controls and shall provide the SCP with the following:

- Male/female sample witness: if required, a person with medical training (e.g. doctor, nurse, paramedics, etc, that shall be at ease with the task of witnessing the passing of sample) shall be present to work as a witness (gender adapted to the category of the race(s)). This person shall be assigned solely for the anti-doping controls (hence this person cannot be the race doctor). Please note that in some country, by the law, this task can only be fulfilled by a doctor or a nurse.
- Chaperones: one chaperone per rider to be tested and of the same gender as the rider (number will be confirmed in due time by the appointed SCP)
- Assistant: a designated person from the organising committee to assist the SCP before and during the event.
- Accreditation: it is necessary that the SCP and chaperones are provided with the appropriate accreditations, in order to access all areas of the venue without any restrictions.

3. Doping Control Equipment

The following material is required:

- Anti-doping kits: urine collection vessels, sealed A&B bottles and partial sample kits – in sufficient quantities (1.5 times the number of tests planned). To find out the number of tests required, and manufacturers of anti-doping kits please seek assistance to the ITA.
- Signposts for direction from finish line to doping control station. A rider must be able to find the doping control station on his/her own.

4. Doping Control Station

The doping control station shall be equipped in such a way to facilitate the running of the controls, be located in the immediate vicinity of the finish line and shall be clearly signposted from the finish line. A rider must be able to find the doping control station on his/her own. Privacy of the riders shall be respected. The organiser shall designate an official to monitor the entrance to the doping control station, and only allow people involved in doping controls to enter. The doping control station should be lockable.

The doping control station shall be heated or climatized, large enough, solely used for anti-doping purposes and shall include three separate areas: a waiting room, a processing area (where the SCP, sample witness and the rider can complete and sign the necessary forms) including lavatories in it for the passing of the sample:

1. Waiting room (1x 20-25m²):

- Ventilation or open window
- Sealed and refrigerated drinks – Mineral water, soft drinks
- Comfortable seats (10)
- Table
- TV (for SCP to see results and select riders for testing)
- Rubbish bin (garbage can)

2. Lavatories (at least 2x):

- Toilets
- Large enough to accommodate the sample witness who witnesses the passing of the sample
- Equipped with running water, soap and hand towels
- Mirror on the wall behind the toilets in order to facilitate the witnessing of the sample witness

3. Processing areas - Administration room:

- Ventilation or open window
- Desk
- Chairs (4)
- Communication system (radios)
- Refrigerator to keep samples cool before their transport – with a lock

- Packaging, adhesive tape, address labels to send the kits
- Rubbish bin (garbage can)
- Power points (electrical outlet)
- Envelopes (A4)
- Internet access (wifi or internet cables)

Note: 1 (one) processing area – administration room including lavatory is necessary per SCP (see examples below for more details).

The ITA will also notify the Organiser's National Federation.

The National Federation is however responsible for assisting the organiser with the organisation of the logistics of the post-competition controls, and therefore of the above-mentioned obligations. We therefore suggest that you contact your National Federation.

5. Sample Transport & Analysis

The organiser is responsible for the cost of the sample analysis performed in a World Anti-Doping Agency (WADA) accredited laboratory as well as for the cost of the transport of the samples to the laboratory.

- Transport of samples: the organiser shall arrange the transport of the samples with a courier company to the WADA accredited laboratory. Transport can also be done by one of your staff members whenever possible.
- Laboratory: here is the list of WADA accredited laboratories around the world <https://www.wada-ama.org/en/resources/lab-documents/list-wada-accredited-laboratories>

6. General Information

- Controls will be conducted according to the UCI Anti-Doping Rules and ITA procedures and instructions.
- The riders selected for the controls will be notified by a chaperone (or another sample collection personnel) and shall report immediately to the doping control station unless there are valid reasons for a delay; the notified rider shall always remain within sight of the chaperone from the first point of contact with the chaperone until the completion of the sample collection procedure. If the award ceremony takes place immediately after the event, a rider required to go to the award ceremony will be escorted first to the award ceremony area, then to the press conference and finally to the doping control station
- Any changes related to the localisation of the riders participating in the race (hotel name, address and telephone numbers) must be communicated to the UCI and ITA SCP as soon as possible.

Should you require further information, please do not hesitate to contact us:

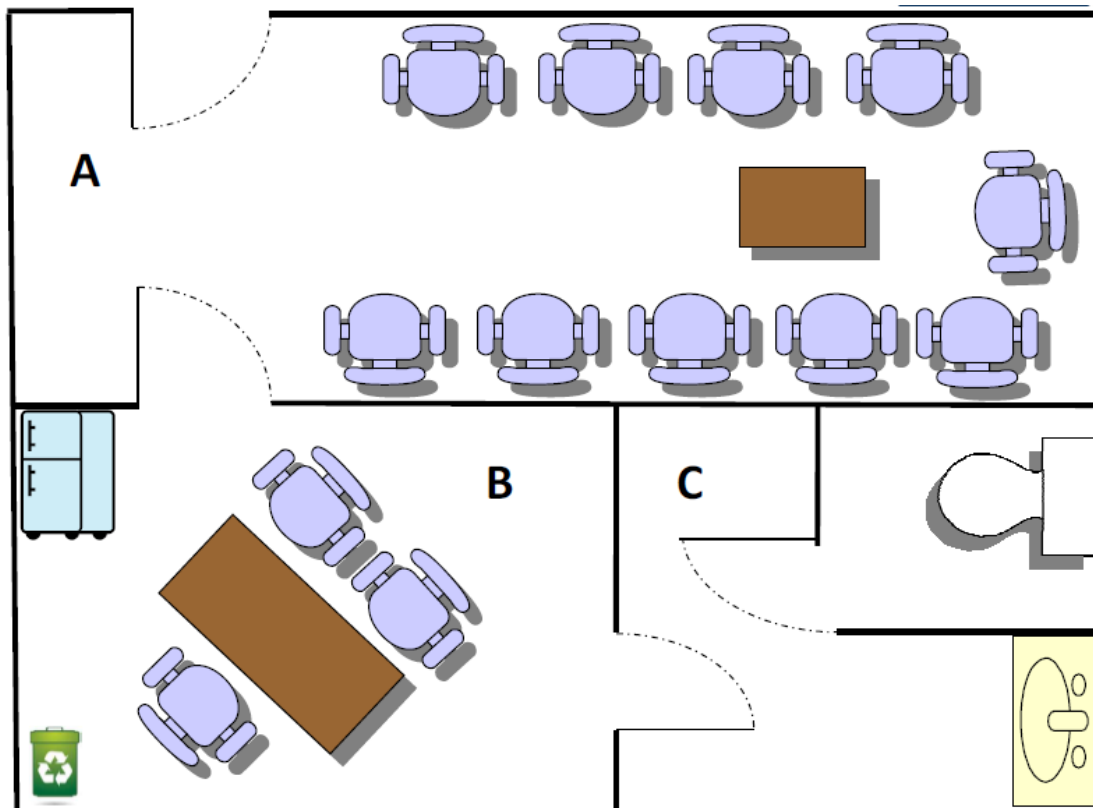
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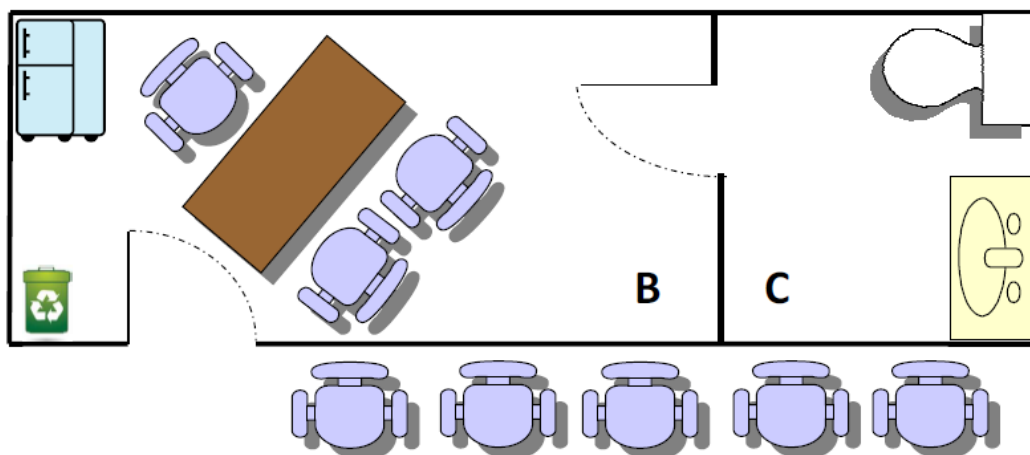
DOPING CONTROL STATION PLAN



A: Waiting Room

B: Processing Room *

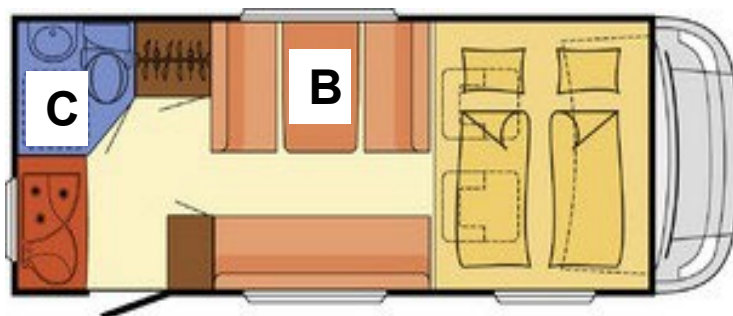
C: Lavatory *



* When more than one SCP is designated - 2 B (processing rooms) and 2 C (lavatories) are necessary

DOPING CONTROL STATION PLAN

Camper Van



A: Waiting Room
B: Processing Room *
C: Lavatory*



A

* When more than one SCP is designated - 2 B (processing rooms) and 2 C (lavatories) are necessary

DOPING CONTROL STATION PLAN

Truck



A: Waiting Room
B: Processing Room*
C: Lavatory*



A



B

C

** When more than one SCP is designated - 2 B (processing rooms) and 2 C (lavatories) are necessary*