

ORGANISER'S GUIDE

Doping Controls on UCI International Events

1. Introduction

The UCI International Events are submitted to 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 Local Organising Committee (LOC) is required to provide the following aspects for the successful conduct of the doping controls.

2. Sample Collection Personnel

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

Accommodation & Transport for the SCP

The ITA will cover 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 mean 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.

Staff – Sample Collection Witness - Chaperones

The following shall be foreseen:

- 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 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

- Doping control 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 doping control 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 (DCS)

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 solely used for doping control 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)
- TV (for SCP to see results and select riders for testing)
- Rubbish bin (garbage can)
- For athletes' wellbeing, this area needs to be heated (except in dry/summer conditions). Note: the athletes may be there for several hours after the competition.

2. Lavatories (at least 2):

- 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 → one per appointed SCP:

- Ventilation or open window
- Table (1)
- 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)

➔ Examples of DCS are provided below for more details.

5. Shipping of samples & Analysis

The organiser is responsible to cover the cost of the sample analysis performed in a World Anti-Doping Agency (WADA) accredited laboratory as well as 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 reliable courier company (e.g., DHL, FedEx, UPS, etc) to the WADA accredited laboratory. The organiser must prepare the appropriate documentation for the shipment (i.e. labels, customs invoice, sanctions documents, etc.) and share these with the appointed SCP.
 - Note: It is strongly encouraged to coordinate the transport well in advance, and with the support of the appointed SCP if needed.
- Custody: The appointed SCP is responsible to keep custody of the samples until handed over to the courier company and/or to the WADA accredited laboratory.
- List of WADA accredited laboratories: [link](#)
- Invoice address for the sample analysis: As per article 6.10 of the UCI Anti-Doping Rule, the costs of In-Competition Testing initiated and directed by the UCI shall be borne by the organiser of the Event. In this sense, please provide the ITA with the detailed invoice address that will be communicated to the laboratory.

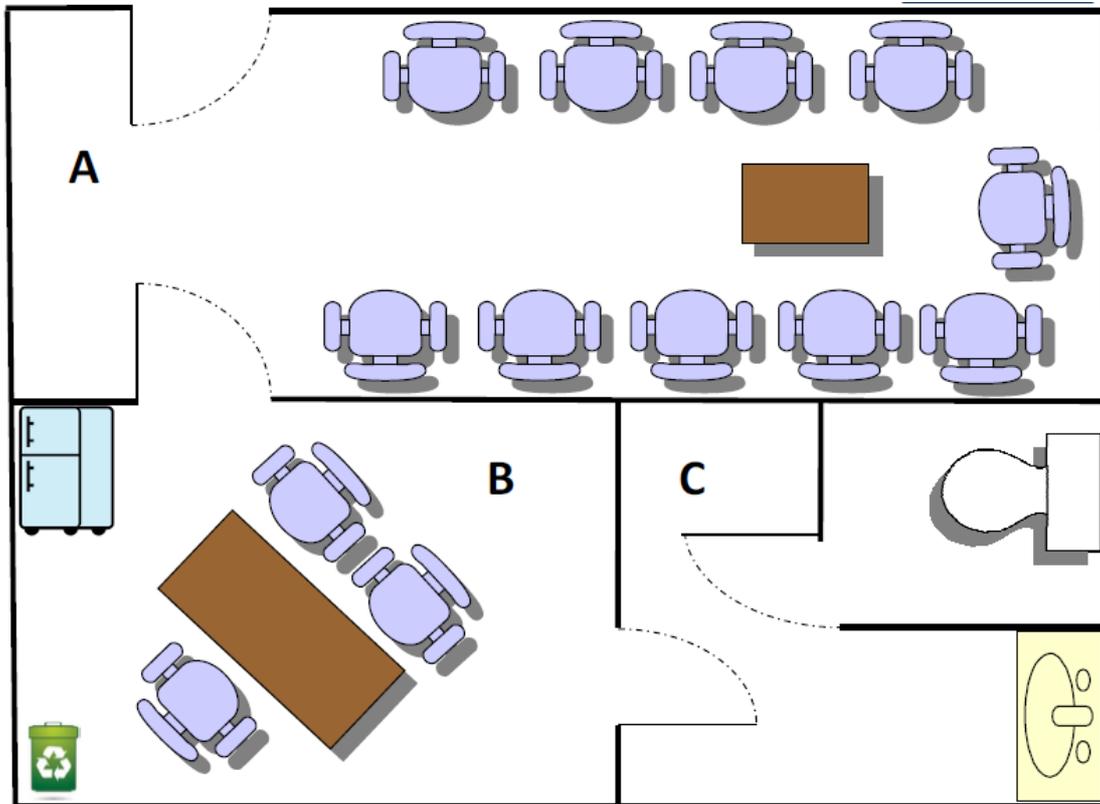
6. General Information

- 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.
- 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

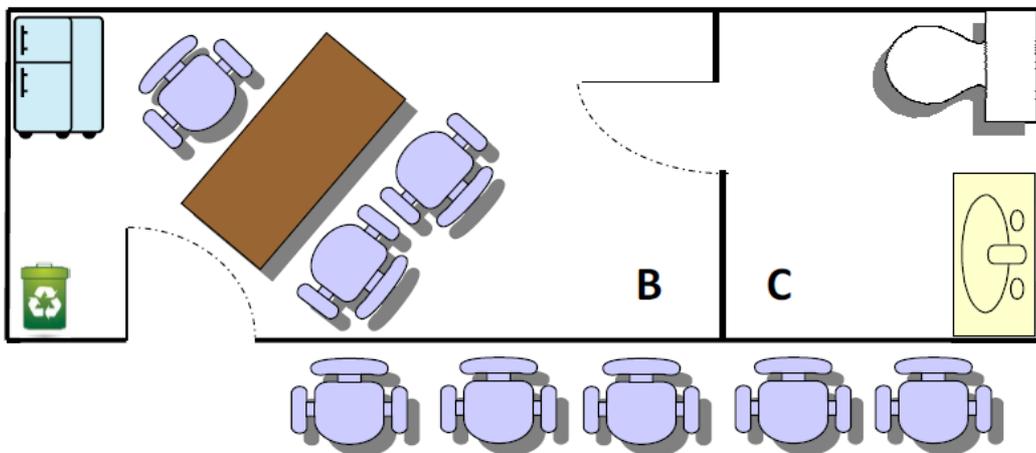
- Any changes related to the localisation of the riders participating in the race (hotel name, address and telephone numbers) must be communicated to the UCI and ITA SCP as soon as possible.

Should you require further information please do not hesitate to contact us:
International Testing Agency (ITA) / Tel : +41 21 612 12 12 / cycling.testing@ita.sport

DOPING CONTROL STATION PLAN



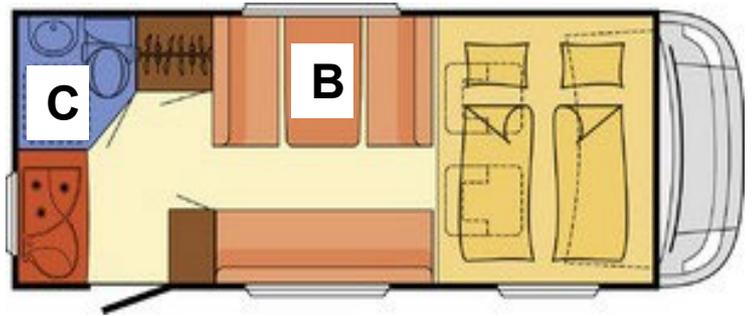
A: Waiting Room
B: Processing Room *
C: Lavatory *



* 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