

Meeting	International Testing Agency ("ITA") – Foundation Board
Place	ITA Headquarters, Lausanne, Switzerland
Date	30 November 2023

AGENDA

Item 1a): Opening of the meeting and welcome statement

The Chair opened the 13th Foundation Board meeting. She welcomed the members present Professor Erdener, Dr Jackson, and Mr Ricci-Bitti, and sent her warm greetings to those attending remotely, Mrs Brunner and Professor Chen. The Chair conveyed Emma Terho's apologies for her absence due to other important meetings for the Olympic Games in Paris. Finally, the Chair welcomed Mr Sébastien Gillot who joins the meeting as a permanent observer from WADA.

Last, but not least the Chair congratulated Professor Erdener for his recent election as President of SportAccord.

Item 1b): Roll call

Chair of the Board:

Dr Valérie Fourneyron – Independent ITA Board Member

Members of the Board:

Mrs Chantal Brunner – Independent ITA Board Member

Prof. Peijie Chen – Independent ITA Board Member

Prof. Dr Uğur Erdener – Board Member representing the IOC

Dr Roger Jackson – Independent ITA Board Member

Mr Francesco Ricci Bitti – ITA Board Member representing the International Federations

Excused: Mrs Emma Terho – ITA Board Member representing the Athletes

Ex-officio non-voting Observer:

Mr Sébastien Gillot – WADA Director, European Office and Sport Movement Relations

ITA Management:

Mr Benjamin Cohen – ITA Director General

Persons invited:

Mr Gianluca Siracusano – Head of Regulatory Compliance (joined for Item 7 of the Agenda)

Mr Mark Stuart – Operations Development Senior Manager (joined for Item 8 of the Agenda)

Mr Rafael Saya – Finance Senior Manager (joined for Item 9 of the Agenda)

Start of the meeting: 30 November 2023 at 09:30

End of the meeting: 30 November 2023 at 13:00

Item 2: Approval of the minutes of the previous Foundation Board meeting, 29 June 2023

The minutes of the previous ITA Foundation Board meeting held on 29 June 2023 were submitted to all Foundation Board Members prior to the meeting for review and comments. No comments were provided prior to or during the meeting.

DECISION: The Foundation Board Members unanimously and formally approved the minutes of the meeting held on 29 June 2023.

Item 3: Re-appointment of Board members

As per the ITA Statutes, the mandate of the three following Foundation Board Members was coming to an end (January 2024):

- Dr Valérie Fourneyron, independent member and the Chair of the ITA Foundation Board;
- Prof. Peijie Chen, independent member of the ITA Foundation Board;
- Mr Francesco Ricci-Bitti, member representing the International Sport Federations in the ITA Foundation Board.

In accordance with Article 7 of the ITA Statutes and the Reappointment Policy for the ITA Foundation Board, the three abovementioned Members could be reappointed for a last term of office of two years.

As per the Reappointment Policy, Dr Fourneyron, Professor Chen, and Mr Ricci-Bitti had confirmed in writing to the ITA Director General their wish to be reappointed for a further term of two years.

Dr Fourneyron expressed her pride chairing the ITA since its establishment in 2018 and that 2024/2025 will be her last mandate. The Agency was a decisive initiative from the IOC for clean sport. Much work still lied ahead with the Youth Olympic Games, the Olympic Games in her country, a candidacy initiated when she was the Minister for Sport in France, the 2023-26 strategic plan, and many other initiatives. She thanked all the board members for their renewed trust and the Director General for the high quality of their relationships.

It was reminded to Mrs Chantal Brunner and Dr Roger Jackson that their second mandate will come to an end in June 2024 and that as per the ITA Statutes and Reappointment Policy they shall indicate in writing their interest to have their mandate renewed 6 months prior to the term.

DECISION: The Foundation Board unanimously and formally approved the reappointment of Dr Fourneyron, Professor Chen, and Mr Ricci-Bitti for their last term of office of two years.

Item 4: Report by the Chair of the Board

The Chair presented the activities and projects that took place since the last Board meeting, including her representation of the ITA and participation to:

- ✓ The IOC Session in Mumbai, India;

- ✓ The UCI Congress on the occasion of the first-ever Cycling World Championships in Glasgow which united all cycling disciplines over one single event;
- ✓ The UNESCO Conference of Parties in Paris;
- ✓ The Council of Europe consultation on gender equality;
- ✓ The WADA Foundation Board meeting in Montreal;
- ✓ The upcoming Olympic Summit in Lausanne in the beginning of December.

She highlighted the credibility the ITA had acquired and the team's hard work in the promotion of independence, expertise, and credibility in the worldwide fight against doping.

The chair highlighted the regular exchanges with the ITA Director General on current challenges, particularly on the progress of the ITA program for Paris 2024, in particular the contractual matters with the IOC and the roles, responsibilities and other operational aspects related to the French NADO and the Paris Anti-doping laboratory, other general HR matters, the development of ITA's Branch Offices in Budapest and other regions, the implementation of the ITA Strategic Plan, and the budgetary matters.

The Chair thanked WADA for the continuous fruitful relationship that exists between the two organizations. The ITA is in support of WADA's global anti-doping efforts and Strategic plan. WADA knows as well that it can rely on the ITA:

- ✓ to deliver IFs and MEO Programs in full compliance with the Code and International Standards;
- ✓ to diligently pursue any anti-doping rule violations, or intelligence provided by WADA such as the Moscow Laboratory LIMS Cases or other;
- ✓ to provide valuable input as part of WADA's committees and expert groups which count several ITA representatives.

In addition, the Chair reported that WADA had also approved the appointment of the ITA as an independent third party to support an IF which had been declared non-compliant. She reminded, that one of the ITA's core objectives discussed before the establishment of the ITA as part of WADA's Steering Committee for the ITA, was to oversee anti-doping activities independently whenever WADA declares an IF or a NADO non-compliant. She was pleased to see that the ITA started fulfilling this specific mission.

The Chair also mentioned that the situation in Russia with RUSADA being non-compliant, or North Korea with a non-compliant NADO and other NADOs may justify an independent oversight, when athletes from these countries are being invited to take part in international competitions. The ITA team continued to work hard to demonstrate constant monitoring over the testing of Russian and Belarusian athletes. The ITA Pre-Olympic Games program for Paris as well helps ensure that all sports and countries going to Paris will implement proportionate and risk-based testing programs on their respective athletes.

The Chair reported on this work at the WADA Foundation Board meeting mid-November, and the ITA had been asked by the IOC President to report again on this at the Olympic Summit and as part of an IOC-wide consultation with IOC Members,

IFs, NOCs, and Athletes to discuss the participation of Russian and Belarusian athletes at next year's Olympic Games.

The Chair reminded that the International Paralympic Committee is hosting its Paralympic Games next year and that the work delivered by the ITA is still restricted to the Olympic Games. This unfortunately creates two systems and different messages to the athlete's community. There is therefore a need to continue calling on the IPC to join forces with the ITA as soon as possible.

The Chair passed the floor to the ITA Director General, Mr Benjamin Cohen to provide his report.

Item 5: Report by the Director General

The Director General thanked the Chair and the Foundation Board Members for being present at the meeting and for their support throughout the year. It had been the busiest year since ITA's establishment. Not only had the scope of all ITA's activities been considerably expanded since 2022, but the complexity of these activities had increased significantly as well.

He reminded the Members that his written report was part of the working documents and took the opportunity to highlight the following main operational activities which the ITA had focused on since the last Foundation Board meeting in June 2023:

- ✓ Finalizing and signing the contracts with the IOC for the Olympic Games Paris 2024 and the Winter Youth Olympic Games Gangwon 2024;
- ✓ Launching the reanalysis program of samples collected during the 2016 Rio Olympic Games;
- ✓ Launching the new structure of ITA's Testing Department (with three new Sub-Units: Strategy – Operations – Administration);
- ✓ The delivery of the first-ever UCI Cycling World Championships (Scotland) gathering all Cycling disciplines in one single major event (7792 Athletes, 11 Disciplines and 633 doping controls) in parallel to other Cycling Grand Tours (Tour de France, Vuelta a Espana);
- ✓ The delivery of several Major Events over the Summer, in particular the Games of the Small States of Europe (Malta), the European Games (Poland), the European Summer Youth Olympic Festival (Slovenia), the Asian Games (China), the Beach Mediterranean Games (Greece) and the World Combat Games (Saudi Arabia);
- ✓ The ISO 27001 (Information Security) audit successfully passed with no single corrective action;
- ✓ The official launch of ITA's Testing Force formalizing and reinforcing ITA's existing sample collection capabilities, adding to the capabilities offered by NADOs and private sample collection agencies;
- ✓ New digital education initiatives for our Partner IFs, with a record-breaking attendance number at the latest Fall IF Webinar Series with over 1150 attendees at a single session;
- ✓ The publication to all National Olympic Committees of ITA's Clean Sport Education Guidebook ahead of the 2024 Youth Olympic Games, noting that the Olympic Studies Centre had requested ITA's approval to publish this work in the Olympic World Library;

- ✓ The completion of two additional WADA audits for two IF Partners as well as 2 WADA Independent Observer Program audits on the occasion of the European and Asian Games;
- ✓ The development of a new ITA Code of Ethics and the launch of a Conflict of Interests Disclosure Program;
- ✓ The finalization of ITA's NADO Strategy (currently circulated to key partners such as WADA, INADO and other NADOs to gather feedback before it is formally approved).

The Director General provided a report on a number of current contractual matters regarding the Olympic Games, several major event organizers, and international federations. He highlighted the greater revenues generated this year thanks to an increase of services delivered to ITA partners.

The Director General also provided a general overview on HR matters. To ensure business continuity and risk management in general, a staff contingency plan is being prepared.

The Director General provided a report on the development of the ITA Branch Office in Budapest and confirmed that the team had made good progress with the day-to-day support to ITA's activities and their integration with the Lausanne-based office. The collaboration is extremely positive and the discussions with the Hungarian authorities initiated in Spring 2023 to formalize ITA's presence in Hungary will continue in 2024.

Finally, Mr Cohen thanked Professor Peijie Chen for his very warm welcome in Shanghai on the occasion of the Asian Games. He informed the members that the ITA Academic Centre was established on the campus of the Shanghai University of Sport and that the ITA had been offered office space as well. This offered great opportunities for the ITA to pursue its training initiatives and promote academic cooperation on key aspects related to the implementation of anti-doping programs. ITA's presence in Asia was also important considering the large scope of the agency's activities on the continent.

DECISION: The Foundation Board Members unanimously and formally approved the ITA Chair's and ITA Director General's reports.

Item 6: ITA Strategic Plan 2023-2026

The Director General delivered a presentation regarding the ITA Strategic Plan 2023-2026. He went through the ITA Strategic Objectives and related initiatives and provided an overview of the monitoring process as well as the evaluation of the implementation of the Strategic Plan. Overall, more than 170 projects were developed for all 34 initiatives.

All objectives have dedicated project descriptions, assigned project leaders, collaborating units, if applicable, and associated KPIs indicating the tools and external human resources that will be required to complete them.

This high-level overview allowed the board members to monitor progress and how the projects were being managed and mapped. The Director General also referred to the monitoring of the associated budgets with respect to each of these projects.

Professor Erdener underlined the importance to implement control mechanisms and ensure long term stability and optimization wherever possible

The Board members congratulated the Director General and confirmed that they were pleased with the level of reporting on the Strategic Plan.

Item 7: ITA Policies and new ITA Code of Ethics

The Chair gave the floor to Mr Gianluca Siracusano, the ITA Head of Regulatory Compliance who briefly provided a summary of the policies that have been put in place at the ITA since its creation five years ago, and now offered a very strong and solid framework of procedures. The presentation included:

- ✓ All policies adopted since the creation of the ITA,
- ✓ Full review in 2023-2024,
- ✓ Enhanced clarity and consistency,
- ✓ Three-tiered approach: policies, guidelines, procedures/processes,
- ✓ Publication of policies on ITA's website,
- ✓ New ITA's intranet and policy repository to be launched in 2024.

The ITA policies were divided by area of operations, and they are related to:

- Governance / Foundation Board,
- Communication, e.g., brand guidelines, social media guidelines,
- Human Resources, for example Staff Rules,
- Quality insurance (ISO 9001),
- Information Security (ISO 27001) & Data Privacy,
- Internal, including Office, Ethics, Safeguarding, Procurement, Reporting, etc.

Mr. Siracusano indicated that Policies were constantly monitored and updated as need be so that they remained consistent with best practice and the organisation's processes. All Board members agreed that not all the policies needed to be published, however it was important to know that they existed and that they were applied diligently.

Mr Siracusano also presented the new ITA Code of Ethics for approval by the Foundation Board Members.

The purpose of the Code was to:

- Aligning Values: the Code serves as a guide to align the ITA and its stakeholders with a set of shared values and principles;
- Ethical Decision-Making: providing a framework for ethical decision-making in all aspects of ITA's activities, ensuring responsible and principled behaviour.

The key objectives of the Code were:

- Stakeholder Trust: fostering and maintaining trust among stakeholders, including members, athletes, partners, and the broader community;
- Professional Integrity: upholding the highest standards of professional integrity, promoting a culture of honesty, transparency, and accountability;
- Responsibility: acknowledging the impact of our decisions on stakeholders and taking ownership of the consequences;
- Risk Management: ensuring effective risk management to safeguard the integrity of ITA operations and mitigate potential threats to ethical conduct;
- Inclusive Reach: the Code applies to all ITA employees, consultants, and stakeholders, emphasizing its inclusive reach across various roles and responsibilities;
- Comprehensive Coverage: encompassing a broad spectrum of ethical considerations, from data privacy and security to fair working practices.

The Code of Ethics was made of three parts:

1. Fundamental Principles,
2. Professional Conduct Obligations,
3. Jurisdiction and Disciplinary measures.

DECISION: The Board Members unanimously approved the ITA Code of Ethics which shall be made public on ITA's website.

Item 8: Oral report on new Development Initiatives

The report was delivered by Mr Mark Stuart, the ITA Operations Development Senior Manager who presented new projects that are in the strategic road map, particularly in the areas of drugs, medical, and health and includes:

- ✓ Drugs, Medical and Health Expert Group to support the ITA on different type of daily issues related to health or medical aspects and in support of ITA's results management and intelligence & investigations activities;
- ✓ Harm Minimisation Interventions & Education for Drug Use to implement into the ITA education initiatives for athletes to have safer medication and supplement choices to reduce harm;
- ✓ Needle Policy Management Service that aims to eliminate inappropriate injections during the Olympic Games and other international events. The plan is to use existing system for Paris 2024 and to build a bespoke system that can be used for other IFs/MEOs;
- ✓ Drug Surveillance & Intelligence Program aims to detect unusual patterns of drug and supplement use, and behaviour, with intent to improve performance to inform intelligence-led target tests in real-time with structured and systematic approach to reviewing reported data on drug use across all ITA tests. It is based on successful pilot already delivered for Tokyo & Beijing;
- ✓ an Athlete Substance of Abuse Treatment Program is required to be approved by the ADO with Results Management authority (WADA Code 10.2.4.1), and considering that no such recognized program exists today, there is a plan to have

a structured online virtual program with education and counselling sessions, delivered by a global network of substance of abuse counsellors for all concerned athletes subject to ITA's anti-doping programs;

- ✓ Blood Collection Officer Training Program allotted to nurses, phlebotomists, medical personnel to work as BCO. It is based on WHO international standards of blood collection, requires understanding of testing process, and working with DCOs and Chaperones. The program will complete the suite of training programs the ITA has developed for the anti-doping workforce.

Item 9: Financial matters

The Chair of the ITA Remuneration Committee, Dr Roger Jackson delivered his report on the ITA Remuneration Committee meeting that took place before the ITA Foundation Board Meeting.

There were four points discussed during that meeting and agreed by the Remuneration Committee:

- ✓ An envelope of up to 5% of total wages was approved for 2023 salary bonuses for the ITA Staff. This envelope sits fully within the 2023 budget;
- ✓ An envelope of up to 5% of total wages was approved for an increase of Staff salaries for 2024 (2% cover inflation, 2% cover performance, 1% cover a 3-year alignment plan for certain salaries that sit below market rate);
- ✓ The contractual performance bonus was granted to the ITA Director General;
- ✓ A 5% salary increase was granted to the ITA Director General.

The Committee further agreed to review over 2024 improved remuneration conditions for the Director General to be applied as of 1 Jan 2025.

Furthermore, key financial activities were presented by Mr Rafael Saya, the ITA Finance Senior Manager. Mr Saya presented the 2023 rolling forecast against the original budget approved by the Board Members last year as well as the 2024 Budget.

2023 Rolling Forecast

- ✓ The new forecasted revenues are planned to be 19% higher than the original budget (CHF 11.8 mio vs. 9.9 mio) due to increased number of services delivered to existing partners and the onboarding of new partners;
- ✓ Operating Expenses are foreseen to decrease by 8% (CHF 14.1 mio vs. 15.4 mio) mainly due to constant efforts by the administration to spend cautiously as well as a lower number of FTE compared to the original budget;
- ✓ Capital Expenditures remain stable due to the continuous investments in ITA's central operating system (PASS), the move to the new office and the setup of the Budapest branch office;
- ✓ The overall operating loss forecast has been reduced by half and the ITA will end the year with a net profit of CHF 1.5 mio.

2024 Budget

- ✓ The 2024 OB (original budget) revenues are planned to be 6% (CHF 0.7 mio) higher than prior year (CHF 12.5 mio vs. 11.8 mio) due to increased activities for International Federations (IF) and the 2024 Paris Olympic Games;

Operating Expenses are foreseen to increase by 21% (CHF 17.1 mio vs. 14.1 mio) versus last year due to the reporting of key investments approved for 2022 and 2023 which had not been materialized. This increase also supports strategic investments to support ITA's growth and more specifically; the increase in the number of Full Time Employee (FTE) and the increased space of the new offices in Budapest.

Contribution from the Olympic Movement

- ✓ Considering the ITA's reserves, and the amount left available in the initial envelope set aside by the IOC on behalf of the Olympic Movement to support ITA's operations which amounts to USD 3.4 mio (i.e., CHF 3.1 mio), the board approved an Olympic Movement contribution of CHF 3.1 mio for 2024. The Board was pleased to note that the initial Olympic Movement contribution set to help cover ITA's operations from 2018 to 2022 will have allowed the ITA to operate for three additional years. The Board further recommended holding discussions with the IOC early 2024 to agree on a future mid- to long-term contribution to further support ITA's development and the key operations it is leading on behalf of the Olympic Movement.

DECISION: The Board Members unanimously approved the 2024 budget.

Item 10: Other matters / Miscellaneous

Mr Sébastien Gillot provided an update on WADA's activities:

- ✓ Ongoing implementation and follow-up activities on WADA's Code Compliance questionnaire. WADA noted the good cooperation with the ITA on this program and underlined the comfort WADA had whenever an IF delegated its anti-doping program to ITA insofar as it would help ensure Code compliant and quality work in line with the WADA standards and directives;
- ✓ The process to update the Code had just started;
- ✓ Regarding the situation in Russia, there were some areas where WADA and the ITA needed to collaborate, especially in reassuring the athletes in the lead up to the games, that the ITA and the ITA Pre-game Expert Group had been working to ensure their confidence in the system. It was important to push the IFs and NADOs and in particular those who are not implementing the recommendations of the Pre-Games Expert Group. WADA confirmed its full support to the process and there were several initiatives that WADA together with the ITA could work on together, especially towards the communication to the athlete's community;
- ✓ Mr Gillot thanked the ITA for its work and for the good cooperation. He expressed WADA's full commitment to support and collaborate with the ITA.

Item 11: Closing of the meeting

The Chair sincerely thanked all the Foundation Board Members and the WADA Observer for their presence and continued support. She wished everyone a festive season and happy end of the year.

The date and location of the next Foundation Board meeting would be communicated in due course.

These minutes are made in one original copy and signed in accordance with Article 9 of the ITA Statutes on 2 February 2024.

Dr Valérie Fourneyron
Chair of the Board



Mr Benjamin Cohen
Director General



Ms Monika Lacna
Executive Office Coordinator, Minutes taker

