

# ITA Indemnity and Compensation Policy

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This policy outlines the monetary reparation provided to the ITA Foundation Board members as well as other ITA Panels, Expert Group and/or Ad-hoc members whenever they attend, present or participate in a meeting, whether it be organized and hosted by ITA, or by another external organization where they represent the ITA.

The policy also captures the compensation offered to skilled experts who undertake specific work for the Agency.

## 1. Indemnities

1.1 A daily indemnity payment is provided for attendance at ITA meeting(s). An amount is also provided for one day prior to a meeting and one day post meeting to cover travel time and ground transport costs (in their home country), when and where necessary.

1.2 ITA Foundation Board members, Panel and Expert Group members receive the following:

- 150 CHF per day of meeting
- 150 CHF per travel day (to and from meeting)

1.3 Members of an ITA Ad-hoc group receive an indemnity payment of:

- 100 CHF per day of meeting
- 100 CHF per travel day (to and from meeting)

1.4 Special and other guests invited to an ITA meeting will receive an indemnity payment which is subject to expenses and services otherwise already provided by ITA.

1.5 Should a meeting be held in the home city of a member, they will be entitled to receive a daily indemnity only for the day(s) of the meeting attended, i.e. no travel days.

1.6 Payment of indemnities are made in cash (and signed for at receipt, refer also Section 5 below) or through bank transfer.

1.7 ITA employees and ITA paid consultants are not entitled to indemnity payments when attending ITA meetings or other meetings where they represent the ITA.

1.8 ITA employees and ITA paid consultants are not permitted to keep indemnity payments and/or other monetary compensation offered to them at any external

meeting they may attend. They must provide them in full to the ITA Finance department upon return. Reimbursement of any travel expenses may also be accepted and must also be given to the ITA Finance department upon return.

## **2. Professional Services**

2.1 Should an ITA Foundation Board member or Chair of an ITA Panel or Expert Group be asked by the Chair of the ITA Foundation Board and ITA Director General to provide professional services to the Agency for a specific mandate, they will be compensated on a case by case basis, as approved by the Director General.

2.2 ITA Staff cannot determine or request a mandate without the approval of the ITA Director General.

## **3. Conference/Meeting Participation and Presentations**

3.1 Should an ITA Foundation Board member, or Chair of an ITA Panel or Expert Group be asked by the Chair of the ITA Board and the ITA Director General to attend and participate in a Conference or meeting, and/or to deliver a presentation at a Conference meeting which is not the annual ITA meeting/s they otherwise attend, below sets out the applicable compensation they are to receive:

- 400 CHF per day
- 150 CHF per travel day (to and from meeting)
- 400 CHF per day for preparatory work undertaken (pro rata if less than 8 hours; member is to indicate the time spent on preparing for the Conference/meeting)

3.2 Should a Chair or member of an ITA Panel, Expert Group or ad-hoc group be deemed to be required to attend and participate in a Conference or meeting, and/or to deliver a presentation at a Conference meeting which is not the annual ITA meeting/s they may otherwise attend, compensation is determined at the discretion of the Director General and it must be pre-approved.

3.3 ITA Staff cannot determine or request a mandate without the approval of the ITA Director General.

#### **4. Skilled Expert Work**

4.1 Some ITA activities may require the use of skilled expert services. Examples of this include Therapeutic Use Exemption (TUE) reviews, Athlete Biological Passport (ABP) profile/case reviews, site visits of laboratories, and contributing witnesses in legal hearings.

4.2 The use of a skilled expert or group of experts by any ITA Department, and providing that expert or experts with monetary compensation must be pre-approved by the ITA Director General. In the event a review or any other expert work is required, a submission must be made to the Director General for prior consideration.

4.3 As a standard, experts providing ITA with the benefits of their work are to be compensated as set out below:

- Chairperson of a Panel or Expert Group: 400 CHF per day of work (to be adapted prorata temporis as the case may be)
- Members of a Panel or Expert Group: 300 CHF per day of work (to be adapted prorata temporis as the case may be)

4.4 When an expert is asked to participate as a witness in a Disciplinary or CAS Hearing, compensation for time spent on preparing for, and/or attending Disciplinary or CAS Hearings is determined on a case by case basis by the ITA Director General.

4.5 In some situations, pre-determined rates or charges are demanded by skilled experts. In such situations, it is the responsibility of the ITA Director General to approve such rates. Generally, such arrangements are subject to a formal agreement which outlines the financial specifics.

#### **5. Receipt of Payment/s**

5.1 Whenever ITA Finance issues monies to any of the abovementioned members or groups, it requests that a confirmation of receipt be signed. Such receipt outlines to the signatory that they are responsible to act in accordance with their own applicable fiscal laws.

5.2 ITA does not declare the remuneration given to the recipient, other than where required under its own financial obligations.