



# **ANTI-DOPING GUIDE**

to assist local Organizing Committees and Sample Collection Authorities in the preparation of compliant Anti-Doping services at ISU Events.

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### Abbreviations

ADIP	Anti-Doping Information Package
CM	Chaperone Manager
COCF	Chain of Custody Form
DCO	Doping Control Officer
DCS	Doping Control Station
EM/D	Event Manager/Director
EDCC	Event Doping Control Coordinator
OC	Organizing Committee
ISU TC	Technical Committee Representative at the Event
ISU Rep	ISU Representative
ISU MA	ISU Medical Advisor
PEADP	Pre-Event Anti-Doping Protocol
<u>ITA</u>	<u>International Testing Agency</u>
SCA	Sample Collection Authority
TP	Testing Plan

## 1. Introduction

As per the [ISU Press Release](#) of July 2, 2025, the ITA will take over the entire ISU Anti-Doping program, including In-competition testing.

However, the ISU Medical Commission remains appointed to assist local Organizing Committees (OCs) and to report to the ISU Council on Anti-Doping matters.

The ISU Anti-Doping Guide is to be used by Organizers and Sample Collection Authorities (SCA) in the preparing and conducting the designated Anti-Doping program at ISU Events. The Guide provides a standard of Anti-Doping that allows all Skaters to compete in a fair environment.

The Anti-Doping testing conducted In-Competition under the ISU Anti-Doping Rules and ISU Anti-Doping Procedures (ISU Communications 2344 and 2366 or any updated versions) are in full compliance with the World Anti-Doping Code.

## 2. Pre-Event Anti-Doping Protocol

The Pre-Event Anti-Doping Protocol (PEADP) has been created to inform the ITA & the ISU of the details concerning the planning of the competition's Anti-Doping program. It assists the Event Doping Control Coordinator (EDCC) with an outline for advance planning of Anti-Doping services and provides the ITA & the ISU with a contact information for further communication with the EDCC of the Event.

**The Pre-Event Anti-Doping Protocol completed by OC must be returned to the ITA at [ic.testing@ita.sport](mailto:ic.testing@ita.sport), copy to ISU at [adevents@isu.org](mailto:adevents@isu.org) within the requested date mentioned on the Protocols, usually no later than six weeks before the start of the Event.**

## 3. Anti-Doping Information Package (ADIP)

The ADIP documents are available on the INSIDE ISU website "Anti-Doping" page, Guidelines for ISU Events section <https://www.isu.org/antidoping/guidelines-for-isu-events/>

Table 1

ADIP #	Title of the document	To be handed over to
1	ISU Anti-Doping Guide	EDCC, SCA, DCO
2	<a href="#">ISU Anti-Doping Rules</a>	EDCC, SCA, DCO
3	<a href="#">ISU Anti-Doping Procedures</a>	EDCC, SCA, DCO
4	Procedure for Chaperones	EDCC, DCO
4.1	Chaperones Sign-in Form	<b>EDCC</b> , DCO
5	Doping Control Station Sign-In Form	DCO
7	Modification for Minors Competitors	DCO
11	<a href="#">Current WADA Prohibited List</a>	DCO

#### **4. Responsibility of the ISU**

- To nominate a representative of the ISU as Anti-Doping matters contact person for the OC and SCA at ISU Event

#### **5. Responsibility of the ITA**

- To select the SCA which will conduct the Testing at the Event
- To inform the SCA of the ISU Anti-Doping Rules and ISU Anti-Doping Procedures
- To arrange with the SCA and OC to have all the necessary personnel to conduct the required Testing
- To send the respective ISU Member all relevant information as described above
- To provide the Testing Plan (TP) to the SCA

#### **6. Responsibility of Organizing Committee**

- To complete and return the Pre-Event Anti-Doping Protocol to the ITA at [ic.testing@ita.sport](mailto:ic.testing@ita.sport), copy to ISU at [adevents@isu.org](mailto:adevents@isu.org) within the requested date.
- To nominate an EDCC and provide the ITA and the ISU with the contact information of this person
- To nominate a Chaperone Manager (CM)
- To provide a suitable Doping Control Station (DCS) as described in point 9 of this Anti-Doping Guide
- To provide all Anti-Doping Information documents to the DCO, as described above and ensure that the documents are available at the DCS in due time.
- To provide an adequate number of chaperones that are aware of their responsibilities, readily available on competition days, and properly trained.
- To provide one administration person to operate at the DCS during the testing days
- To provide at least one person responsible for supplying results of the competition to the Anti-Doping personnel after each Segment.
- To provide transportation for the Skaters, the representative of the ISU, if present, and the Sample Collection personnel after completion of the Sample Collection Session when the official transport is no longer available.
- To provide food and refreshment for the Skaters, the representative of the ISU, if present, and Sample Collection personnel after completion of the Sample Collection Session if the Hotel dining room is closed.
- To provide accommodation for the SCA personnel when needed.
- EDCC must arrange a meeting with the representative of the ISU, the DCO, the CM and all personnel involved in Anti-Doping at the Event to discuss the Sample Collection Session and review or practice a Sample Collection Session prior to its start.

## 7. Responsibility of Sample Collection Authority.

- To provide sufficient number of male and female trained DCOs and Assistants
- To provide sufficient equipment to carry out all Testing according to the ITA TP
- To send Doping Control Forms and all other relevant Forms to the OC, if paper forms are used
- To ensure that chaperones are trained and aware of their responsibilities
- To carry out the Sample Collection Session in compliance with the ISU Anti-Doping Rules and Anti-Doping Procedures as well as with the WADA International Standard for Testing and Investigations<sup>1</sup>
- To select, in collaboration with the ITA, a WADA Accredited Laboratory for use at the ISU Event and arrange secure transport of samples to the designated WADA Accredited Laboratory
- To upload all the relevant Forms to ITA system (electronic or paper) without delay at the end of the Event
  - ✓ DCFs
  - ✓ COCFs
  - ✓ DCO Report
  - ✓ Chaperones Sign-In Form
  - ✓ DCS Sign-In Form

## 8. Personnel

### 8.1 Event Doping Control Coordinator (EDCC)

- The EDCC shall be responsible for the preparation of the DCS
- He/she is the contact person of the OC who will liaise with the SCA, the DCO and the representative of the ISU and the ITA
- He/she shall liaise with the OC and SCA to ensure provision of an adequate number of Chaperones
- He/she is responsible of the organization and supervision of the Chaperone
- He/she must be present at the ice rink during the competition, will help the DCO/Chaperone to identify the selected Skaters
- He/she will liaise with the Medical Advisor on call if deemed necessary
- At Short Track and Speed Skating Events, he/she shall be able to identify any World Records and report to the SCA

### 8.2 Chaperone Manager (CM)

- The CM shall assist and supervise the Chaperones in their duties
- **The EDCC and CM may be the same person**

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<sup>1</sup> [ISTJ](#)

### 8.3 Chaperones

The number of chaperones will be defined by the number of tested Skaters as given in the TP.

- The chaperones must be of legal age under the laws of the host country and must not be in any manner related to the Skaters being tested
- They must be of the same gender as the Skater being tested
- They must be able to communicate in English and, if possible, in other languages.
- They must be instructed on their responsibilities prior to the event and be readily available.
- They must sign a conflict-of-interest form prior to their responsibility's execution.

### 8.4 Administrative person

- The administrative person shall monitor all persons signing in and out of the DCS

### 8.5 ISU Contact person for Anti-Doping matters at ISU Event

<b>ISU Event</b>	<b>Representative of the ISU</b>
ISU Championships	ISU Medical Advisor (ISU MA)
ISU Grand Prix of Figure Skating	ISU Event Manager (EM)
ISU Junior Grand Prix of Figure Skating	ISU Event Manager or Assistant EM
ISU Grand Prix Final FS (Jr & Sr)	ISU Medical Advisor (ISU MA)
World Cup Speed Skating	ISU Event Manager (ISU EM)
Junior World Cup Speed Skating	ISU Technical Representative (TC Rep)
<u>Short Track World Tour</u>	ISU Event Director and/or Assistant (ISU ED)
<u>Junior World Cup Short Track</u>	<u>ISU Event Director and/or Assistant (ISU ED)</u>

If an ISU MA is present at another Event than Championships, he/she will take over the responsibility of Anti-Doping matters.

At ISU Event where no ISU MA is present, an ISU MA is assigned to be available on call during the Event, ISU MA on call.

#### ISU Medical Advisor (on site)

- He/ she will review the PEADP submitted by organisers and advise if there are any problems with the document's contents
- He/ she will liaise with the EDCC, CM and DCO prior to and during a designated competition

- He/she will assist the EDCC, CM and DCO in the organisation of facilities, equipment and personnel
- He/she will check the DCS upon the arrival onsite and approve it or inform the OCs of any improvement to be done before the start of the sample collection sessions
- He/she will be present at the team leaders meeting to inform of specific requirements for that Event
- He/she will assist the SCA in respecting the TP when necessary.
- He/she will help the DCO/Chaperone to identify the selected Skaters
- He/she might observe the sample collection session
- He/she will prepare the ISU MA's report on Anti-Doping aspect of the ISU Event and will give feedback to the OC.

#### ISU Medical Advisor (on call)

- He/she will review the PEADP submitted by organisers and advise if there are any problems with the document's contents
- He/she is available to assist the EDCC, CM and DCO in the organisation of the Event by call, WhatsApp, or email before the start of the Event
- He/she is available on call or WhatsApp during the Event.

#### Event Director, Event Manager, ED Assistant or EM Assistant, ISU Technical Representative

- He/she will liaise and assist the EDCC, CM and DCO in the organisation of facilities, equipment and personnel
- He/she will check the DCS and approve it or inform the OCs of any improvement to be done before the start of the sample collection session
- He/she will be present at the team leaders meeting to inform of specific requirements for that Event
- He/she will check with the DCO if assistance for the DCO/Chaperone to identify the selected Skaters is needed.

**Comment:** TP remains confidential and will be sent to the SCA only, representative of the ISU will discuss the TP at the time of the competition with the DCO.

## **9. Communication**

- A telephone or an alternate means of communication must be available in the Doping Control Station
- A mean of communication (walkie-talkie or cell phones) must be available to all chaperones, Chaperone Manager, and representative of the ISU to communicate with the personnel in the Doping Control Station.

## **10. Doping Control Station (DCS)**

- The DCS must ensure privacy for competitors and security for the collection procedures
- The DCS should be well signed and easily identifiable

- The DCS must be secure (lockable), consist of at least three separate areas. One area of adequate size is for use as a waiting room and two separate areas, with access to a toilet and washing facilities, to be used as administration areas
- The DCS access must be controlled with only two keys
- The DCS access is restricted to authorized persons only
  - Sample Collection personnel
  - Event Doping Control Coordinator
  - Representative of the ISU
  - Chaperone Manager and Chaperones
  - Selected Skaters and official accompanying person including an interpreter, if needed
  - Other authorized persons, e.g. WADA Observers
- Only the representative of the ISU and the DCO will have access to the DCS outside the Sample Collection session.
- The provision of alcohol or its consumption is prohibited within the Doping Control Station
- The DCS should be close to Skaters' dressing rooms yet secure from media and spectators
- Access to internet available (Wi-Fi)
- If requested, security personnel outside the DCS.

#### 10.1 Waiting room

The Waiting area must be large enough to accommodate the Skaters, chaperones and the officials accompanying the Skaters (one for each Skater), minimum 15 persons and must be equipped with:

- Chairs
- Tables, one of which will be used for an administration person to sign Skaters, chaperones, and accompanying persons in and out of the Doping Control Station
- Fridge to store sealed non-alcoholic drinks, small bottles or cans of caffeine-free and alcohol-free drinks
- Garbage bins
- A video feed and appropriate size monitor to view the competition of the Event.

#### 10.2 Administration area

(there must be two of these in the DCS)

Each Administration area must be large enough to accommodate the Skater and an official accompanying person including interpreter, if the latter needed, the DCO, the representative of the ISU and any other authorized person, such as WADA Observers, and must be equipped with at a minimum:

- One table to complete the paperwork
- Four chairs, two on each side of the table



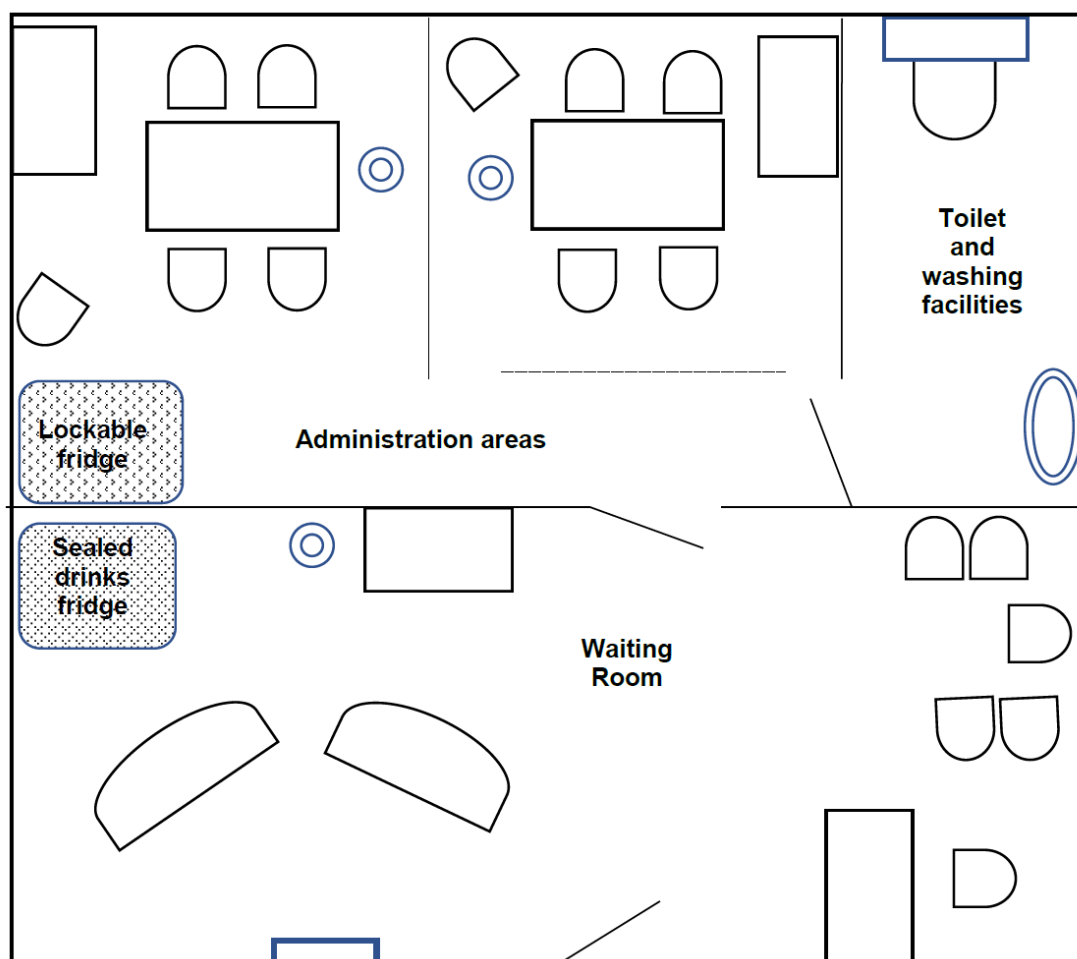
- A second table for selection of Sample Collection Equipment (if big enough one table might be sufficient)
- A large garbage bin in each of the administrative rooms
- If samples are to be stored on site until transportation to the accredited WADA laboratory, then, a lockable cupboard or a refrigerator is required
- Appropriate lighting
- For blood collection a bed/foldable couch should be available.

### 10.3 Toilet and washing facilities

- This area must be large enough to accommodate two persons and to ensure that the DCO can observe the provision of the sample
- It must also have:
  - a sink,
  - soap and hand drying capabilities
  - rubbish bin
  - mirror
- The toilet area must be cleaned at least every day
- The toilet area must be private from the waiting and administration areas.

The ITA will inform the OC directly if a Blood Collection Area should be set up.

## An Ideal Doping Control Station



The provision of alcohol or its consumption is prohibited within the Doping Control Station