

In-Competition testing Organising Committee (OC) checklist

DOPING CONTROL STATION (DCS)		
<p>The DCS should be located as close as possible to the competition venue, solely used for anti-doping purposes, and accessible only to authorised personnel to preserve the athlete's privacy & confidentiality.</p> <p>DCS must be clean, tidy, and equipped with running water and electricity.</p> <p>DCS location must be signposted.</p> <p>DCS must be separated in three different areas as follows:</p>		
WAITING ROOM		ARRANGED
1	One table at the entrance of the DCS to record the flow of athlete/staff entering	<input type="checkbox"/>
2	Comfortable seats (1 per athlete tested and 1 per chaperone)	<input type="checkbox"/>
3	Sealed drinks – mineral water and/or soft drinks (non-alcoholic beverages) – if possible cold and at room temperature (if not, only the latter)	<input type="checkbox"/>
4	TV screen to monitor the ongoing competition	<input type="checkbox"/>
5	Refuse bin	<input type="checkbox"/>
6	Access secured by a security staff and available during the sample collection procedure	<input type="checkbox"/>
7	Located close to the processing room	<input type="checkbox"/>
8	Ventilation and/or opened windows, heated, and equipped with electricity	<input type="checkbox"/>
PROCESSING ROOM (per processing area) - the number of processing rooms is related to the test number in the event.		ARRANGED
1	One desk with two chairs	<input type="checkbox"/>
2	Cabinet to store the anti-doping material including but not limited to sample collection kit	<input type="checkbox"/>
3	Lockable fridge to store samples	<input type="checkbox"/>
4	Power & internet Access	<input type="checkbox"/>
5	Refuse bin	<input type="checkbox"/>
6	Ventilation and/or opened windows, heated, and equipped with electricity	<input type="checkbox"/>
7	Lockable access door	<input type="checkbox"/>
LAVATORIES (per processing area)		ARRANGED
1	Directly accessible from the processing room	<input type="checkbox"/>

2	Large enough to allow the Doping Control Officer witnessing the passing of the sample	<input type="checkbox"/>
3	Mirror on the wall behind the toilet to facilitate the witnessing	<input type="checkbox"/>
4	Towels (minimum number equal to the number of athletes tested) and toilet paper in sufficient quantity	<input type="checkbox"/>
5	Lockable door	<input type="checkbox"/>

DOPING CONTROL PERSONNEL		
CHAPERONES		ARRANGED
1	An adequate number of chaperones as requested by the International Testing Agency (ITA)	<input type="checkbox"/>
2	Chaperones of the gender/s requested by ITA	<input type="checkbox"/>
3	Must be 18 years of age or older	<input type="checkbox"/>
4	Must be able to communicate effectively in English (verbally and in writing) & local language	<input type="checkbox"/>
5	Must be able to follow instruction, doping control procedures, and directions	<input type="checkbox"/>
6	Must not have any perceived or actual conflict of interest with the sport and/or athletes who are involved in this sport at the: <ul style="list-style-type: none"> - Participation level (i.e., competitor, coach, referee, official); - Organisational level (i.e., provincial, national, international); and/or - Personal/professional level (i.e., relative, friend, acquaintance, client). 	<input type="checkbox"/>
7	Exclusively available from two hours before the competition starts until the end of the sample collection procedure unless requested differently by the Sample Collection Authority (SCA)	<input type="checkbox"/>
8	Areas to which athletes have access must be accessible to chaperones without any restrictions (i.e., the relevant accreditations must be provided)	<input type="checkbox"/>
9	Proper attire and appropriate attitude (no smoking & zero alcohol tolerance)	<input type="checkbox"/>
10	Must have a valid ID document (i.e., passport, national ID card or driver's license)	<input type="checkbox"/>
Doping Control Officer (DCO)		ARRANGED
1	Areas to which athletes have access must be accessible to chaperones without any restrictions (i.e., the relevant accreditations must be provided)	<input type="checkbox"/>
2	In possession of onsite contact details & chaperones contact details	<input type="checkbox"/>
3	Provided with event schedule and informed of any changes (as changes occurred)	<input type="checkbox"/>

NOTE: If two DCOs are appointed, two processing areas, each one composed of 1 processing room and 1 toilet should be arranged to allow them to work simultaneously. To be confirmed with the appointed SCA.

Layout for Doping Control Area:

