

In-Competition testing Organising Committee (OC) checklist

DOPING CONTROL STATION (DCS)

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.

DCS must be clean, tidy, and equipped with running water and electricity.

DCS location must be signposted.

DCS must be separated in three different areas as follows:

WAITING ROOM		ARRANGED
1	One table at the entrance of the DCS to record the flow of athlete/staff entering	
2	Comfortable seats (1 per athlete tested and 1 per chaperone)	
3	Sealed drinks – mineral water and/or soft drinks (non-alcoholic beverages) – if possible cold and at room temperature (if not, only the latter)	
4	TV screen to monitor the ongoing competition	
5	Refuse bin	
6	Access secured by a security staff and available during the sample collection procedure	
7	Located close to the processing room	
8	Ventilation and/or opened windows, heated, and equipped with electricity	
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	
2	Cabinet to store the anti-doping material including but not limited to sample collection kit	
3	Lockable fridge to store samples	
4	Power & internet Access	
5	Refuse bin	
6	Ventilation and/or opened windows, heated, and equipped with electricity	
7	Lockable access door	
LAVATORIES (per processing area)		ARRANGED
1	Directly accessible from the processing room	



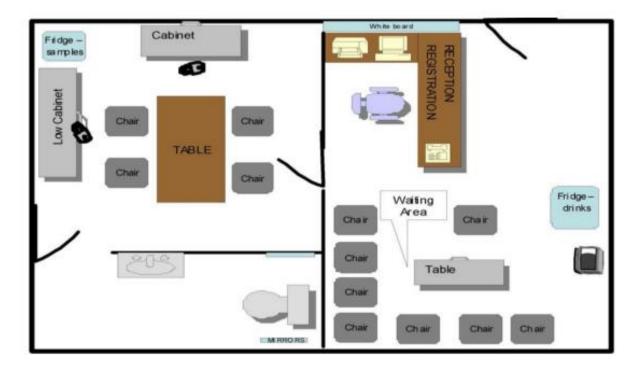
2	Large enough to allow the Doping Control Officer witnessing the passing of the sample	
3	Mirror on the wall behind the toilet to facilitate the witnessing	
4	Towels (minimum number equal to the number of athletes tested) and toilet paper in sufficient quantity	
5	Lockable door	

DOPING CONTROL PERSONNEL				
CHAPERONES		ARRANGED		
1	An adequate number of chaperones as requested by the International Testing Agency (ITA)			
2	Chaperones of the gender/s requested by ITA			
3	Must be18 years of age or older			
4	Must be able to communicate effectively in English (verbally and in writing) & local language			
5	Must be able to follow instruction, doping control procedures, and directions			
	Must not have any perceived or actual conflict of interest with the sport and/or athletes who are involved in this sport at the:			
6	- 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).			
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)			
8	Areas to which athletes have access must be accessible to chaperones without any restrictions (i.e., the relevant accreditations must be provided)			
9	Proper attire and appropriate attitude (no smoking & zero alcohol tolerance)			
10	Must have a valid ID document (i.e., passport, national ID card or driver's license)			
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)			
2	In possession of onsite contact details & chaperones contact details			
3	Provided with event schedule and informed of any changes (as changes occurred)			



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:





Estelle DALOZ Testing Officer

International Testing Agency Avenue de Rhodanie 40B 1007 Lausanne, Switzerland T +41 21 612 12 12 estelle.daloz@ita.sport | www.ita.sport