



Doping Control Guidebook

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PURPOSE OF THE DOPING CONTROL GUIDE

The purpose of this guide is to give the Games participants information about the anti-doping programme and how it will be conducted. This guide is not a detailed set of rules, but rather a summary of the key aspects of the rules. It complements the International Olympic Committee's (IOC) Anti-Doping Rules / International Paralympic Committee's (IPC) Anti-Doping Code but does not replace or supersede it.

This document reflects planning as of December 2020. All information contained within this document is subject to revision based on changes to the competition schedule, venue operations and security requirements.

1. GOVERNANCE OF ANTI-DOPING PROGRAMME

1.1 Olympic Games

During the period of the Tokyo 2020 Olympic Games (the Games), which starts from the opening of the Olympic Village on 13 July 2021 up to and including the day of the Closing Ceremony on 8 August 2021 (the Games Period) inclusively, the IOC Anti-Doping Rules applicable to the Games of the XXXII Olympiad Tokyo 2020 (the IOC AD Rules) will apply.

The IOC delegated its authority to implement the doping control programme to the International Testing Agency (ITA).

Sample collection responsibilities for the Games have been delegated to the Tokyo Organising Committee of the Olympic and Paralympic Games (Tokyo 2020). The IOC is a signatory to the Code and has established the IOC AD Rules in compliance with the Code and the International Standards. The IOC AD Rules outline, amongst other things, the various anti-doping rule violations and the detailed result management process following a possible anti-doping rule violation (ADRV). The IOC AD Rules are complemented by mandatory International Standards and other internal policies and procedures. Athletes qualified and registered by their National Olympic Committees (NOC) may be tested at any time during the Games Period, as well as in the lead up to the Games, regardless of their location. All participants accept the IOC AD Rules as a condition of participation and are presumed to have agreed to comply with them.

1.2 Paralympic Games

The International Paralympic Committee (IPC) is responsible for directing the Tokyo 2020 Paralympic Games (the Games) anti-doping programme from the opening of the Paralympic Village on 17 August 2021 up to and including the day of the Closing Ceremony on 05 September 2021 (the Games Period) inclusively.

The sample collection responsibilities for the Games have been delegated to the Tokyo 2020. The IPC is a signatory to the Code and has established the IPC Anti-Doping Code (IPC AD Code) in compliance with the Code. The IPC AD Code outlines the various ADRV and the detailed result management process following a possible ADRV. The IPC AD Code is complemented by mandatory International Standards and other internal policies and procedures.

The IPC AD Code shall apply during the Games Period. Athletes qualified and registered by their National Paralympic Committees (NPC) may be tested at any time during the Games Period, as well as in the lead up to the Games, regardless of their location. All participants accept the IPC AD Code as a condition of participation and are presumed to have agreed to comply with it.

2. IN-COMPETITION AND OUT-OF-COMPETITION TESTING

The standard definition of In-Competition and Out-of-Competition as per the IOC Anti-Doping Rule/IPC AD Code applies to the Games. The definition of In-Competition means **“The period commencing at 23:59 p.m. on the day before a competition in which the athlete is scheduled to participate through the end of such Competition and the Sample collection process related to such Competition.”**

Note: Where WADA so agrees, an International Federation may specify a different definition of In-Competition.

The definition of Out-of-Competition is **“any Doping Control which is not In-Competition.”** The term “Competition” is defined as “a single race, match, game or singular sport contest,” such as the Men’s 100m in athletics. Both urine and blood samples may be collected.

3. LABORATORY

Samples collected by Tokyo 2020 will be analysed at the World Anti-Doping Agency (WADA) accredited laboratory in Tokyo or any other WADA-accredited laboratory as agreed to by the IOC and IPC. The analysis results of the tests will be provided to the IOC or IPC and WADA from the relevant laboratory via the WADA Anti-Doping Administration and Management System (ADAMS). Results are typically provided within 24 to 72 hours of receipt by the laboratory. More time may be required for those samples requiring additional analyses, including, but not limited to, confirmation analyses. The IOC and IPC intends to keep the samples for long-term storage for future reanalysis programmes as per the statute of limitations in the [International Standard for Privacy and Protection of Personal Information \(ISPPPI\)](#) of the Code.

Some samples will be subject to analysis following the Closing Ceremony. Any anti-doping rule violation discovered as a result of such analysis will be dealt with in accordance with the IOC AD Rules /IPC AD Code.

4. WADA PROHIBITED SUBSTANCES AND METHODS

The Code 2021 Prohibited List (the List) contains the substances and methods prohibited in connection with the Games. If, at the time of the Games, the 2021 Prohibited List is amended, **the valid version that can be found on the [WADA website](#)** shall be applicable. All athletes and athlete support personnel must familiarise themselves with the Prohibited List.

5. PRESCRIPTION AND NON-PRESCRIPTION MEDICATION USE

It is the responsibility of each athlete to determine whether a substance and/or method he/she is using or considering using is prohibited or permitted according to the List. At all times, athletes are strongly advised to check the status of all medications through appropriate means such as through their team physicians and medical support staff.

Another resource an athlete may consult is the Global Drug Reference Online (Global DRO), a multi-lingual online drug reference database maintained by several National Anti-Doping Organisations. Athletes and support personnel can search on Global DRO for the prohibited status of medication ingredients, as well as the status of medication brands available for purchase in Australia, Canada, Japan, Switzerland, the United Kingdom and the United States. The database can be found at www.GlobalDRO.com.

6. SUPPLEMENT USE

The use of dietary supplements by athletes is strongly discouraged except in exceptional circumstances because in many countries the manufacturing and labelling of supplements may not follow strict controls and is not regulated and may therefore result in contamination with substances on the List. It is remarked that athletes using nutritional supplements may risk incurring an Adverse Analytical Finding (AAF). Hence, extreme caution is recommended regarding the use of such products.

Before taking medications and/or supplements, athletes and their support personnel should always consult:

- *The Prohibited List;*
- *With their National Anti-Doping Organisation (NADO);*
- *With their International Federation (IF).*
- *Physician*

7. THERAPEUTIC USE EXEMPTIONS (TUE)

7.1 For Olympic Games

What is a TUE?

Athletes, like all others, may have illnesses or conditions that require them to take medications. If the medication an athlete is required to take happens to fall under the List, a Therapeutic Use Exemption (TUE) can give the athlete authorisation to take the required medicine.

Athletes are not automatically granted authorisation and must ensure they follow the appropriate process for their sport and competition level.

Before the period of the Games (Before 13 July 2021)

If the athlete already has a TUE

- If the TUE complete file is in ADAMS, no further action by the athlete is required. The information is shared with the IOC and ITA through ADAMS. All pre-existing TUEs will be reviewed and will be recognised if they have been granted in accordance with the Anti-Doping Rules.
- If the complete file is not in ADAMS, the TUE cannot be recognised and the file needs to be resubmitted.

If the athlete needs to obtain a new TUE

- The responsible organisation (IF or NADO) is in charge of TUE management and their procedures need to be followed.

During the period of the Games (13 July 2021 – 08 August 2021)

In order to improve the security and processing times for TUE applications, **the TUE process has been modified.** The main changes compared to the previous Games are:

- A helpdesk (TUE office) and phone number will be at the disposal of the athletes and their physicians to process the TUE applications.
- No TUE applications will be accepted by email.
- No physical mailboxes and therefore no paper forms will be accepted.

How to apply for a TUE

If the athlete needs to obtain a new TUE

- The athlete and his physician must apply for the TUE at the dedicated office which will be in the Olympic village polyclinic in Tokyo. In order to speed up the process, we advise bringing all medical documentation related to the case.
- In cases where the athlete cannot be present, his/her physician should initiate the process at the TUE office.
- For any other cases, a phone number will be made available during the Games Period which can be reached for guidance on the process.

7.2 For Paralympic Games

International-level Athletes

From 03 August until 05 September 2021, all athletes registered to compete at the Games are considered International-level Athletes through the duration of the Games Period as defined in the IPC AD Code. Therefore, from 03 August 2021, the IPC becomes responsible for Therapeutic Use Exemptions (TUE) and the Games Period TUE rules apply to all athletes.

TUE

It is an athlete's responsibility to ensure that any medication or method they take to treat an illness or medical condition is not prohibited according to the List.

Athletes may have to take a medication that is on the List to treat an acute or chronic illness or medical condition. Before doing so, they must apply for a TUE and be given an approval for the particular medication and/or method. Athletes should consult with their NPC team physician to guide them through this process. All TUEs will be managed per the 2021 [International Standard for TUEs \(ISTUE\)](#) of the Code and entered into ADAMS.

NPCs are encouraged to:

- Be proactive in assisting their athletes in verifying the status of their medications.
- Identify, along with the athlete's physician, therapeutic use alternatives to prohibited medications or methods, if appropriate.
- Submit legible and complete TUE application forms in a timely manner.
- The IPC TUE Committee can be consulted with any questions or to obtain TUE application forms.

- The most common reason a TUE is denied is because of lack of proper medical documentation. Athletes and NPC medical staff are encouraged to carefully document any and all medical treatment including proper diagnoses and treatment plans.

Athletes that already have a valid TUE Certificate of Approval (IPC AD Code)

A copy of any currently valid TUE approval certificate and supporting medical documentation must be submitted to the IPC TUE Committee for review by **03 August 2021** at the latest.

Submissions must be in English and entered into ADAMS or by email to tue@paralympic.org. The IPC will notify the athlete through the NPC whether the TUE is recognised. Particular care should be given to any TUEs which may expire during the Games Period.

Athletes that need to apply for a new TUE (IPC AD Code)

Prior to **03 August 2021**, athletes must determine whether they are an International-level Athlete by their International Federation (IF). If they are International-level Athletes, they should apply to their IF. If not, athletes may contact their National Anti-Doping Organisation (NADO).

From **03 August 2021**, ALL athletes must apply to the IPC TUE Committee and submit the completed TUE application with supporting medical documentation either through ADAMS or by email to tue@paralympic.org. Submissions must be in English. If approved, the TUE will only be valid for the duration of the Games (unless the IPC is the International Federation of the sport). The decisions of the IPC TUE Committee will be communicated to the athlete's NPC, NADO, the IF and to WADA.

Retroactive TUEs

Article 4.3 of the 2021 ISTUE will apply in the event of an emergency treatment or treatment of an acute medical condition.

Details of the TUE process, including the TUE application process, the medical documentation in support of the application required and the criteria for granting a TUE are outlined in the IPC AD Code and 2021 ISTUE.

Further information on the TUE process as well as the TUE application form can be found on the IPC website:

<http://www.paralympic.org/the-ipc/anti-doping/tue>.

8. WHEREABOUTS INFORMATION

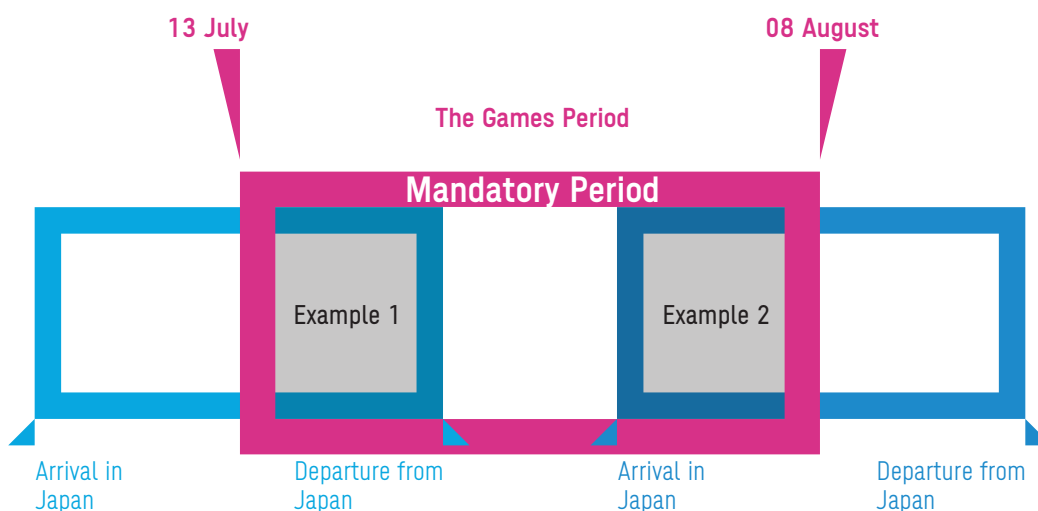
Effective out-of-competition testing programmes are essential in the fight against doping in sport. This largely depends on accurate and complete athlete whereabouts information. The IOC/IPC and Tokyo 2020 therefore request the assistance of all NOCs/NPCs in this regard

8.1 For Olympic Games

Requirements

In order to protect clean athletes and increase the efficiency and effectiveness of the fight against doping, it is required that:

- ① Athletes included in the national and international testing pool of NADOs and/or IFs shall continue to provide the required whereabouts information via ADAMS.
- ② NOCs shall provide the ITA with rooming information of all athletes belonging to their delegations during the Games Period via the Rooming List App.
- ③ Such information shall be provided to the ITA by the Chef de Mission within 24 hours of their arrival at the Olympic Village, including Satellite Villages and official accommodation, or individual accommodation.
- ④ The mandatory period of rooming information is defined as the period during which both requirements below are met:
 - During the Games Period (13 Jul 2021 – 08 Aug 2021)
 - The presence of each athlete in Japan



For example, the Athletes' whereabouts in the grey periods are required.

- ⑤ The NOCs shall also monitor and manage the updates of the rooming information, and provide any further reasonable assistance requested by the ITA in order to locate athletes belonging to their delegations.
- ⑥ Failure to provide whereabouts information may lead to disciplinary consequences for athletes and NOCs.

Rooming List App

The Rooming List App aims at providing NOCs with an application, making the rooming lists submission easier. Details of the app are as below:

- ① The ITA will contact each NOC and transmit a dedicated username, temporary password and instructions by email.
 - ② Once you receive the email from the ITA, please follow the link (www.ita.sport/roominglist/T2020) for instructions on how to access the application on your mobile phone or computer.
 - ③ NOC will find the pre-populated list of athletes belonging to its delegation in the app.
 - ④ NOC shall enter the required information (accommodation information, period of stay) for all athletes.
 - ⑤ NOC shall update the information in the event that there are any changes to the athletes' rooming allocation.
- * If you have the rooming list data already managed via your own applications, the ITA can provide you with the bulk upload function.
 - * Contact the ITA at support.rooming@ita.sport if you need any support.
 - * The information received will be handled with full confidentiality and will be used for the sole purpose of conducting doping control activities.

8.2 For Paralympic Games

The IPC Anti-Doping Code states:

If an Athlete is not in a Registered Testing Pool, the IPC may require the Athlete or the relevant third party (e.g. the Athlete's NPC) to provide such information about the Athlete's whereabouts for the relevant period as it deems necessary and proportionate in order to conduct Out-of-Competition Testing, including information equivalent to the whereabouts filings that an Athlete would have to make in accordance with the International Standard for Testing and Investigations if they were in a Registered Testing Pool. And: Where an organisation or body

has failed to make diligent efforts to keep the IPC informed about an Athlete's whereabouts after receiving a request for that information from the IPC, that organisation or body may be fined, in addition to reimbursement of all of the IPC costs incurred in Testing that such Athlete(s);

The IPC stipulates that all NPCs:

- Ensure that athletes that are included in the IPC, an IF or NADO Registered Testing Pool (RTP) continue to provide accurate and detailed whereabouts information to the respective anti-doping organisations.
- Provide timely information on travel schedules, accurate rooming list allocations (including for athletes that stay in private accommodations) and team specific training schedules for all athletes competing at the Games.

The IPC will provide the NPCs with a whereabouts form template to complete. The use of this form is not mandatory, NPCs may choose to submit the information in any format they prefer as long as the following information is provided:

- Athlete arrival and departure information.
- Information on the location of athletes that have not yet arrived in the Games footprint as of 17 August (i.e. if an athlete has not left home or is in a training camp).
- Athlete room allocations in the Paralympic Village, Paralympic Cycling Village and accommodations.
- Address of athletes in the Games footprint not staying in the Paralympic Village.
- Dedicated NPC training times.

The above information must be submitted in English to whereabouts@paralympic.org within 24 hours of the NPC's final Delegation Registration Meeting and NPCs must continue to provide any relevant updates throughout the Games Period as information becomes available. Failure to comply may result in consequences for the NPC.

9. INTERPRETERS DURING THE DOPING CONTROL PROCESS

Tokyo 2020 will recruit doping control personnel with a wide variety of language skills and endeavour to match languages to the anticipated needs of each sport. If an athlete or their chosen representative does not speak English or the language of the Doping Control Officer (DCO) conducting the sample collection, Tokyo 2020 will arrange for interpretation during the doping control process. However, if an athlete or a support personnel prefers to use his/her own interpreter, he/she may have such interpreter to accompany him/her instead. Only one interpreter per athlete will have access to the doping control station and will be allowed to participate in the doping control process, except for witnessing the provision of the urine sample by the athlete.

10. FOOD AND BEVERAGE FOR ATHLETES UNDERGOING DOPING CONTROL

Beverages

In accordance with the International Standard for Testing and Investigations (ISTI), it is the athlete's responsibility whether they choose to consume food or fluids prior to providing a sample, and it is at their own risk if they choose to do so.

Sealed water and beverages will be available for athletes at the doping control station (DCS). Athletes should always select the beverage him/herself and make sure it is sealed before drinking. Neither food nor a food ordering system are available for athletes in the DCS. Athletes may bring food into the doping control station or ask their support personnel to bring food from places like the athletes' lounge, but consumption is at their own risk and is only allowed in the waiting room. Food consumption is prohibited in the processing room.

Meals at the satellite villages after doping control

Once an athlete has completed doping control, and if the operating hours of the dining hall are already finished, the DCO will provide support to arrange a light meal at the satellite villages.

11. TRANSPORT FOLLOWING COMPLETION OF DOPING CONTROL

Transport from the competition venue to the Olympic/Paralympic Village, including satellite villages, will be available for athletes and representatives once they have completed doping control. A DCO at the venue will arrange the transportation.

If an athlete resides outside the Olympic/Paralympic Village, including Satellite villages, it will be the responsibility of the NOC/NPC to provide transport for the athlete back to their accommodation.

12. TESTING ON CLOSING CEREMONY DAY

12.1 Olympic Games

Doping control will be conducted on the day of the Closing Ceremony. All athletes undergoing doping control will also complete testing at the competition venue before moving to the Closing Ceremony. After completing doping control, Tokyo 2020 will transport athletes to the Closing Ceremony venue or the Olympic Village, including Cycling village, depending on what time the athlete completes the doping controls. Therefore, Tokyo 2020 recommends that all athletes who compete on the day of the Closing Ceremony bring with them to the competition venue all necessary items that may be required during the Closing Ceremony (such as their uniforms) as they may not have the possibility to go back to the Olympic Village prior to the ceremony.

12.2 Paralympic Games

Doping control will be conducted on the day of the Closing Ceremony. In some sports, such as marathon and shooting, athletes must complete doping control at the venue. For other sports such as badminton, sitting volleyball and wheelchair basketball, unless the athlete is able to provide a urine sample immediately after notification, Tokyo 2020 will transport all athletes to the Paralympic Village and continue doping control at the Paralympic Village. All athletes must complete doping control before going to the Closing Ceremony.

13. TESTING FOR WORLD RECORDS

Tokyo 2020 will conduct doping control to ratify world records if so required by the relevant IF. For the Paralympic Games, athletes establishing world records will only be tested in powerlifting. The athlete who breaks a world record will be notified by Tokyo 2020. If an athlete establishing a new world record is not notified immediately after his/her performance, the athlete must visit the venue doping control station and let the anti-doping staff know that the athlete has broken the world record. If the doping control station is closed, the athlete must come to the doping control station in the Olympic/ Paralympic Village as soon as possible and/or call the Tokyo 2020 Doping Control FA (phone number will be provided later).

Doping control is not mandatory to ratify an Olympic / Paralympic record.

14. TESTING REQUESTS FOR NATIONAL/REGIONAL RECORDS

In order to ensure national/regional records are ratified, a test may be requested by the NOC/NPC. The cost for such a test shall be borne by the requesting party.

Preparation

In order for a test to be requested, the NOC/NPC must provide the following:

- a **copy of the rules** stating that national/regional records must be tested.
- «For NPCs Only» a **letter from the athlete's local NADO** accepting being the Testing Authority and Result Management Authority with the name of the person in charge of result management and e-mail address to which the result should be sent.

The letter can be in any form with all necessary information written above.

* For NOCs, it is not necessary to provide this letter. IOC will be the Testing Authority and Result Management Authority.

The procedure for making testing requests and payments is as below:

① Contact your NOC/NPC Chef de Mission (CdM), and let him/her know that you would like to undergo a doping control. The CdM needs to download from "Tokyo 2020 Extranet - Connect" the template form "*Additional Test Application and Payment Agreement Form (Test Application)*".

The CdM has to print out and sign the form.

② NOC/NPC CdM or his/her representative must provide the following forms to the DCS in the Olympic/Paralympic Village.

- A completed Test Application form with the CdM's signature.
- A copy of the rules.
- A letter from the local NADO in the English language (Only for NPCs).

③ At the entrance of the DCS, let the anti-doping personnel on duty know that you would like to request a doping control.

④ Tokyo 2020 Doping Control Functional Area (DOP FA) operational staff on duty will check the documentation provided and return back to you an original signed copy.

⑤ Provide the athlete who would like to undergo the doping control with the Test Application form or a copy of it.

The athlete cannot undergo the doping control until the application form is signed by the Tokyo 2020 DOP operational staff member on duty. At the distant venues such as the Izu Velodrome for cycling, the CdM can send a PDF data or a photo of the signed form to the athlete.

- ⑥ The CdM or his/her representative must deliver the form to the finance (FIN) desk at the NOC/NPC service centre and pay the fee. The payment can be made with cash or credit card (VISA) only. The FIN desk is open from 07:00 to 22:00.
- ⑦ All athletes, other than cycling (except BMX) and sailing, establishing national/regional records should undergo the doping control at the Olympic/Paralympic Village Doping Control Station. Tokyo 2020 will not accept such additional doping controls at each venue. Athletes for cycling (except BMX) and sailing should present themselves for doping control at the venues to coordinate with the Doping Control Station Manager.
- ⑧ The athlete needs to present the copy/photo of the form at the Olympic/Paralympic Village DCS. The Athletes for cycling (except BMX) and sailing need to present the copy/photo of the form at the venue DCS.

15. ANTI-DOPING INTELLIGENCE

The IOC/IPC/ITA and Tokyo 2020 are committed to protecting clean athletes, clean athlete support personnel and the integrity of sport.

The ITA has its own doping reporting platform called '[Reveal](#)' in order to offer additional opportunities to report doping offences. Reveal allows for suspicions to be disclosed in complete confidentiality. This platform is available for **Olympic athletes**. [WADA Speak Up!](#) is available **for Paralympic athletes**.

16. WADA ATHLETE OUTREACH PROGRAMME

WADA's Athlete Outreach Programme aims to raise awareness and promote clean sport at major sporting events worldwide. It has developed into an effective means of reaching out to and educating athletes and their entourage on the dangers and consequences of doping. An outreach booth will be located in the main dining hall in both the Olympic and Paralympic Villages, including satellite villages for short-periods of time. Critical to the success of the programme is the one-on-one interaction that athletes, coaches and officials will experience with anti-doping experts and athlete role models from around the world. The programme will be supported by a variety of educational materials, a fun and informative quiz, as well as different interactive activities.

17. WADA INDEPENDENT OBSERVER PROGRAMME

The WADA Independent Observer (IO) Programme helps to enhance athlete and public confidence at major events by monitoring and reporting on all phases of the doping control processes in accordance with the Code and International Standards. The programme is conducted in a neutral and unbiased manner through a team of international anti-doping experts who work closely with the IOC/IPC/ITA, Tokyo 2020. The IO team will observe the implementation of the various anti-doping programmes during the Games Period and provide daily feedback to the IOC/IPC/ITA and Tokyo 2020 to help amend operations and procedures where necessary. At the conclusion of the IO Mission, a report will be published covering the implementation of all aspects of the anti-doping programme at the Games. The report will also include any areas of improvement for the next Games. The purpose of the programme is for the IOC/IPC/ITA, Tokyo 2020 and WADA to work collaboratively in delivering an effective anti-doping programme for the Games and to further develop the anti-doping capacity in the region for future Games.

18. OTHER ANTI-DOPING CAMPAIGN

Play True Booth for the Public by Japan Anti-Doping Agency

Tokyo 2020 and the Japan Anti-Doping Agency (JADA) have established a collaboration agreement for educational anti-doping activities on the occasion of the Tokyo 2020 Games. JADA will run a public booth in Yoyogi Park (public viewing, fun zone) and in the Aomi Sport Showcasing area (TBD). Since 2014, JADA's PLAY TRUE 2020 legacy creation team has collected "TRUTH in Sport" messages from athletes, athletes' support personnel and anyone else who cares about sport, including children, sport clubs, NGOs etc. For the first time in the Games' history, the local NADO collaborates with the Organising Committee of the IOC, ITA, IPC and WADA to open public booths.

The "Play True Planet: Sport & Art" showcases everyone's true heart for sport. Visitors can see, learn and embody the true value of sport via their experience at this booth. Anyone is welcome to come and participate in the activities provided by the booths.

JADA is providing free anti-doping educational materials package. If you are interested in, visit JADA website for more detail: https://www.playtrue2020-sp4t.jp/edu_package/

19. DOPING CONTROL TECHNICAL PROCEDURES

19.1 Introduction

Doping controls will be conducted by the following organisations.

Olympic Games	Testing Authority	IOC (delegated to ITA)
	Sample Collection Authority	Tokyo 2020
	Result Management Authority	IOC (delegated to ITA)
Paralympic Games	Testing Authority	IPC
	Sample Collection Authority	Tokyo 2020
	Result Management Authority	IPC

19.2 Equipment to be used

The [Berlinger sample collection equipment](#) will be used at the Tokyo 2020 Games. The equipment is in conformity with the 2021 ISTI, ART.6.3.4. For further details about equipment approval, please see the URL below:

<https://www.berlinger.com/drug-and-doping-control/quality-management/product-approvals/>

The equipment for blood sample collection, such as needles, vacutainers, etc. is procured within Japan due to the Japan medical device regulations.

19.3 Authorised personnel at the Doping Control Station (DCS)

Only the following personnel with a Doping Control Access Pass (DCS Pass) may enter the DCS during doping control operational hours:

- ① **Athletes** subject to doping control
- ② **One (1) athlete's representative** with Games accreditation
- ③ Doping control personnel on duty (Doping Control Station Managers, Chaperone Coordinators, Doping Control Officers, Blood Collection Officers, Chaperones, Tokyo 2020 doping control coordination centre staff)
- ④ Interpreter, Language services volunteer
- ⑤ International Federation Anti-Doping Official (designated IF official in the Sport-specific Protocol)
- ⑥ International Testing Agency Officials (ITA)
- ⑦ IPC Anti-Doping Officials (IPC-AD)
- ⑧ World Anti-Doping Agency Independent Observers (WADA-IOs).

19.4 Mobile phones and cameras in the DCS

- Athletes and their support personnel can use their mobile phones if **they do NOT disturb other athletes and athlete support personnel** in the waiting area. The use of mobile phones in the processing room will only be possible if so explicitly allowed by the DCO.
- Mobile phones shall NOT be used as a camera and/or to record the process once inside the DCS. No other video and/or audio recording devices are allowed to be used in the DCS.

19.5 Notification

The athlete shall be the first person notified that he/she has been selected for sample collection except where a third party is required to be notified prior to notification of the athlete e.g. when the athlete is a minor, or where required by an athlete's impairment, or in situations where an interpreter is required and available for the notification. The notification process must be conducted without any advance notice and will be done via a paper form. A copy of the notification form will be provided to the athlete at the end of the sample collection procedure.

The athlete's Games accreditation (AD card) is the photo identification for the Games.

Outline of Notification Procedure

- ① The Chaperone approaches an athlete and informs him/her that he/she has been selected for doping control as well as the type of sample that will be required from the athlete.
- ② The athlete is required to provide his/her Games AD card to confirm his/her identity. The Chaperone shall keep the athlete's AD card and will provide the athlete with a Doping Control Station Access Pass (DCS Pass).
- ③ The Chaperone informs the athlete of his/her rights and responsibilities.
- ④ The athlete signs the form.
- ⑤ If the athlete representative was not present during notification and couldn't get the DCS Pass, the athlete representative should present themselves at the DCS and explain to the DCS access control who they are. Once a DCO confirms that the athlete does not have a representative, the DCO will provide the representative with a DCS Pass so that the representative can access the DCS.

19.6 Athletes Rights and Responsibilities

Athletes and their representatives should ensure in advance that they are familiar with their rights and responsibilities with regard to the sample collection procedure.

In most countries, a NADO and/or Regional Anti-Doping Organisation (RADO) has the required information in a country's native language. NOCs/NPCs or National Federations should contact their NADO/RADO to receive the necessary anti-doping education.

Rights

- A) To have a representative or an interpreter.
- B) To ask for additional information about the sample collection process.
- C) To request a delay in reporting to the DCS for valid reasons.
- D) To request modification(s) to the sample collection process (in the case of an athlete with an impairment or a minor athlete).

Responsibilities

- A) To always remain within direct observation of the DCO/Chaperone from the point when initial contact is made by the DCO/Chaperone until completion of the sample collection procedure.
- B) Provide valid identification (Games accreditation card for Tokyo 2020).
- C) Comply with sample collection procedures.
- D) Report immediately to the DCS unless delayed for valid reasons.

Non-compliance of any of the athlete's responsibilities may result in a failure to comply with the Anti-Doping Rules.

Requirements

- A) The athlete who chooses to consume food or fluids prior to providing a sample, does so at his/her own risk.
- B) The athlete should avoid excessive hydration to reduce the possibility of producing diluted sample(s).
- C) The athlete should provide the first urine sample subsequent to notification.
- D) It is the responsibility for Athletes who are using urine collection or drainage systems to have the necessary equipment available for this purpose.

19.7 In the Waiting Room

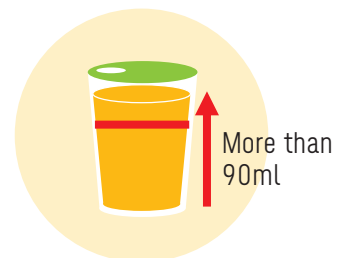
Sealed drinks are provided at the DCS, and the athlete has the opportunity to hydrate at the DCS. However, the athlete should avoid excessive hydration to avoid diluted sample(s). If the athlete provides a diluted sample, it will take much longer to complete the doping control. The athlete should check the drink's seal before drinking it.

19.8 Sample Collection

The information related to the sample collection procedure will be recorded electronically i.e. a paperless system will be implemented. Sample collection may consist of either urine, blood, or urine and blood collection.

Outline of Urine Sample Collection Procedure

- ① The provision of the sample must be conducted in a private and secure area and must be observed by a sample collection official of the same gender as the athlete.
- ② It is recommended that the athlete is accompanied by a representative throughout the sample collection procedure, except for the witnessing of the sample, unless the athlete is a minor and he/she requests it.
- ③ The DCO/BCO will notify the athlete of the type of sample that is required to be collected as well as the quantity of urine required.
- ④ There is no requirement for which sample, blood or urine, should be collected first.
- ⑤ Should a blood sample be required for an Athlete Biological Passport, and the athlete exercised in the two hours prior to notification, then there is a mandatory two-hour wait post exercise to collect the blood sample.
- ⑥ In such cases, should the athlete be ready to provide a urine sample while waiting for their blood to be collected, the urine collection can proceed.
- ⑦ The athlete should always have a selection of equipment to choose from with respect to the following and ensure that it is sealed and secure:
 - Sample collection vessels to pass urine.
 - Test kit equipment to seal the urine sample.
- ⑧ For urine collection a minimum of 90ml will be required.
- ⑨ When the athlete is ready to pass urine, the DCO will escort the athlete to the toilet.



- ⑩ The athlete is required to wash his/her hands without soap before the sample provision or wear gloves during the provision of the sample.
- ⑪ During the witnessing of the sample provision, the DCO must ensure that the sample is provided directly from the athlete's body into the sample collection vessel, hence the DCO will request that any clothing be removed or lifted to ensure the DCO has an unobstructed view.



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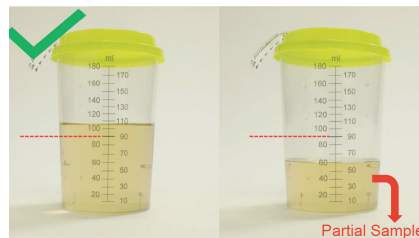
©Japan Anti-Doping Agency

- Rolling their sleeves above the elbow;
- Lifting their shirt or top to their mid-chest; and
- Lowering their trousers and underwear to their knees.

- ⑫ The athlete shall ensure that he/she has control of the sample from the time of sample provision until the sample has been sealed in the kit.
- ⑬ The athlete shall ensure that the sample code numbers on the bottles, bottle caps, barcode labels and on the box are the same.
- ⑭ The DCO will instruct the athlete how to seal the sample into bottles, and the athlete shall handle the sample and seal. The athlete shall follow the DCO's instructions and if there is anything unclear, the athlete should ask questions.
- ⑮ The athlete and their representative, if present, shall ensure that all of the information recorded on their doping control form is accurate and correct.
- ⑯ The athlete shall have the option of either discarding or witnessing the discarding of any residual urine not used for analysis.
- ⑰ A full and detailed video of the urine collection process can be found at the following link in JADA website: <https://youtu.be/UNb6-6saMAg>

Insufficient Volume

- ① When an athlete provides less than the required volume (minimum of 90ml) of urine, a partial sample procedure (temporary sealing procedure) will be conducted.
- ② In the case of this procedure, the athlete has not completed the test until the required volume of urine has been collected.



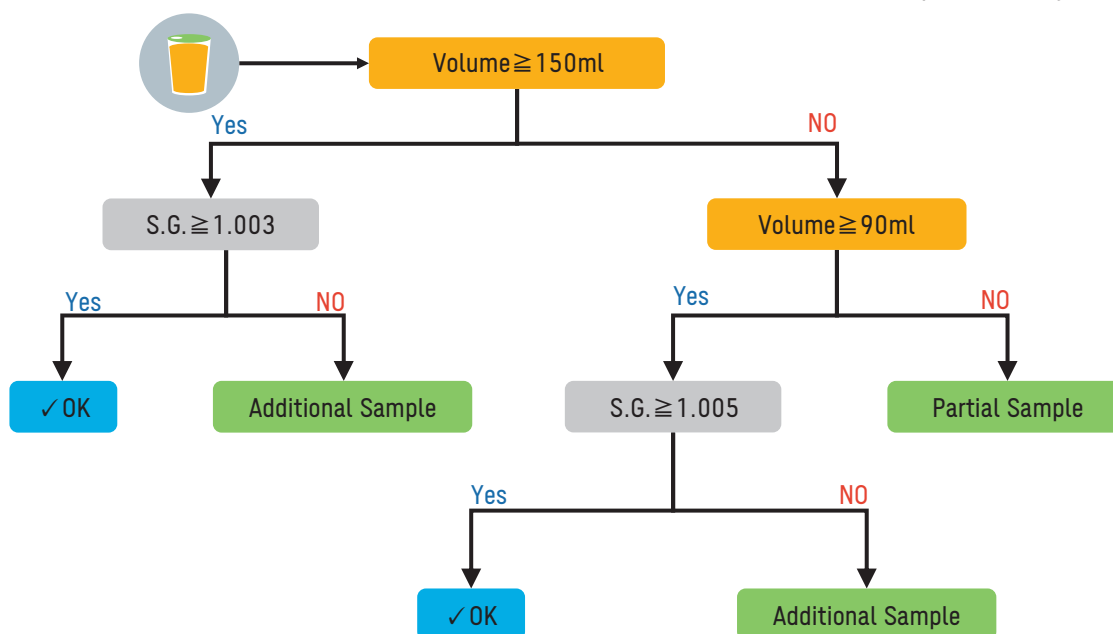
- ③ The partial sample procedure involves the sealing of the sample in the bottle until such time that the required volume of urine has been collected from the athlete.
- ④ The Bavaria partial sample version of the Berlinger equipment will be used during the Games.
- ⑤ While waiting to pass a sample(s) to ensure that the required volume of urine is collected, the athlete shall remain under observation at all times in the DCS.
- ⑥ The partial sample will be stored and controlled by the DCOs in the DCS.
- ⑦ Athletes that are ready to provide an additional sample should notify doping control staff in the DCS.
- ⑧ The sample provision process is repeated until a suitable volume of urine has been met by combining the subsequent sample(s) with the stored partial sample.



Urine Samples that do NOT Meet the Requirement for Suitable Specific Gravity for Analysis

- ① Suitable specific gravity for analysis: For samples with a minimum volume of 90ml, specific gravity must measure 1.005 or higher. For samples with a volume of 150ml and above, specific gravity must measure 1.003 or higher.
- ② If a sample collected from the athlete does not meet the SG requirements, then the athlete is required to pass a urine sample until a sample with the required specific gravity is collected.
- ③ While waiting to pass a sample(s) to ensure that a urine sample with the required SG is collected, the athlete shall remain under observation.
- ④ During this time the athlete should remain in the DCS under the Chaperone's observation.
- ⑤ While waiting to pass an additional sample, the athlete must not drink excessive amounts of liquids.

Urine Specific Gravity Chart



Blood Sample Collection

- ① General rules
 - This must be conducted in an environment that is clean and safe.
 - The collection of blood must be conducted by a qualified person.
- ② There is no requirement on which samples (urine/blood) should be collected first.
- ③ However, if a blood sample is required for blood profiling purposes and the athlete has exercised in the two hours prior to notification, then there is a **mandatory two-hour wait, post-exercise** to collect the blood sample.
- ④ In such cases, should the athlete be ready to provide a urine sample while waiting for their blood to be collected, the urine collection can proceed.
- ⑤ When the athlete is ready, the BCO shall inform the athlete to remain in a seated position for **10 minutes** with their feet on the floor.
- ⑥ The athlete should always have a selection of equipment to choose from and should ensure that the equipment is secure and properly sealed.
- ⑦ The amount of blood required depends on the type of sample analysis requested by the Testing Authority.
- ⑧ The BCO is only permitted to perform three attempts on the athlete's arms to draw the required amount of blood. If after three attempts the BCO has been unable to draw the required amount of blood, the DCO will terminate the blood sample collection session.

Modification for Athletes who are Minors

① General rules

- Based on the 2021 ISTI, an athlete who has not reached the age of 18 years is considered as a minor.
- All aspects of notification and sample collection for athletes who are minors shall be carried out in accordance with the standard notification and sample collection procedures unless modifications are necessary due to the athlete being a minor.




② Notification

- It is recommended that notification of the athlete who is a minor is conducted in the presence of an adult/guardian.
- If the athlete would like to have a representative present during the notification and/or throughout the sample collection procedure, the Chaperone must escort the athlete to locate a representative who can accompany him/her at notification and/or throughout the sample collection procedure.
- The athlete representative during the notification and during the sample collection session can be changed.

③ Sample Collection – Urine sample collection

- The minor athlete is also recommended to have a representative on the occasion of the urine sample collection session.
- The objective of having a representative at the urine sample collection session is to ensure that the witness DCO is observing the sample provision correctly.

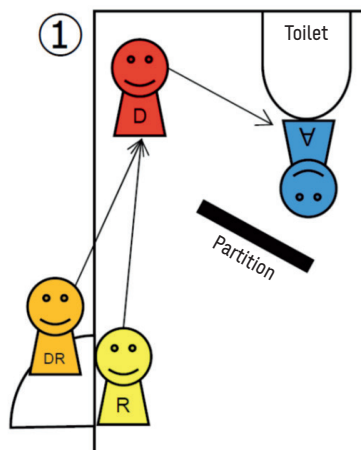
• The minor athlete has three options to choose from:

 Athlete  Athlete Rep  DCO  DCO Rep

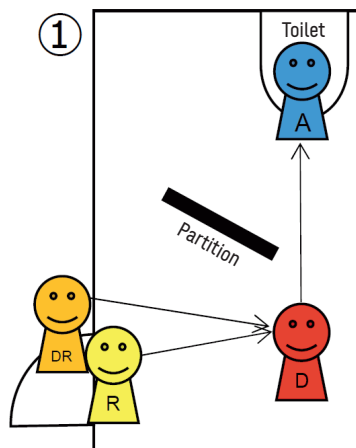
① Have the representative observe the witness DCO but not the athlete.
The DCO has a DCO representative to observe the witness DCO but not the athlete.

- Athlete Rep
- DCO Rep
- **NO** direct observation of athlete

For male athletes:



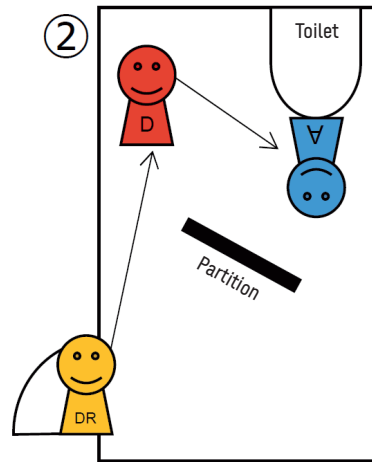
For female athletes:



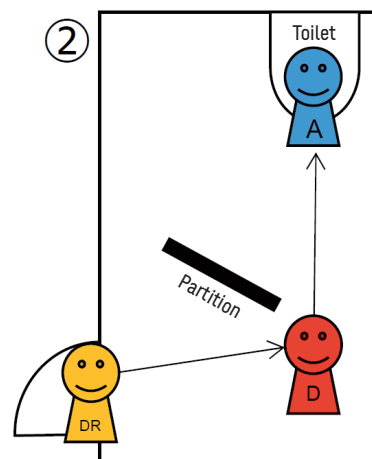
② Decline to have the representative observe the witness DCO. The DCO has a DCO representative observe the witness DCO but not the athlete.

- **NO** Athlete Rep
- DCO Rep
- **NO** direct observation of athlete

For male athletes:



For female athletes:

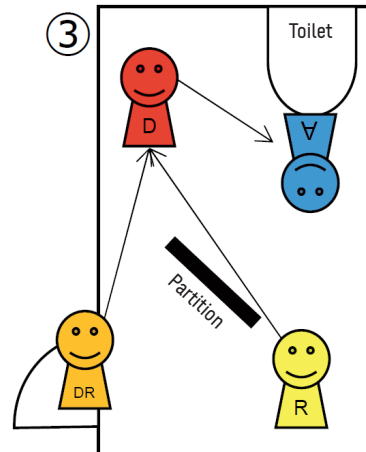


③ Have the representative observe the witness DCO at the same time while witnessing the sample provision of the athlete.

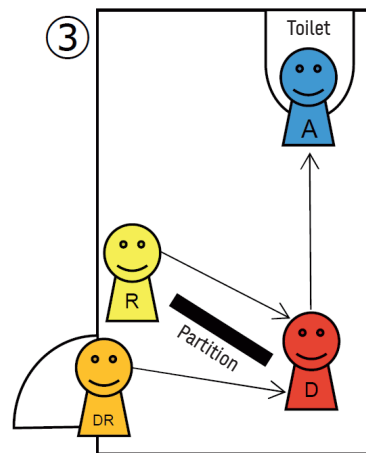
The DCO has a DCO representative to observe the witness DCO but not the athlete.

- Athlete Rep
- DCO Rep
- Direct observation of the athlete **when requested by the athlete**

For male athlete



For female athlete



④ Sample sealing process

- The athlete representative, if present, should remain with the minor athlete until the end of the sample collection process.

Modification for Athletes with an Impairment

The IPC will provide guidelines in the Athlete with a Disability Doping Control Guide.

Declaration of Medication and Supplements

Athletes are strongly recommended to declare any prescribed / non-prescribed medications and/or supplements that they have taken over the past seven days.

Consent for Research

Athletes may choose to accept or not accept that the samples collected for doping control be used for anti-doping research. The athlete's response on the consent for research will not affect the result of the sample analysis.

19.9 Ownership of Samples

Samples collected during the Games are owned by the IOC or IPC. The IOC or IPC may transfer ownership of the samples to the Result Management Authority or to another Anti-Doping Organisation upon request.

19.10 Possible Failures to Comply

The list below (is a non-exhaustive list) of situations that may be considered a possible failure to comply or refusal and thus may result in an Anti-Doping Rule Violation (ADRV).

- ① The athlete refuses to comply with procedures during the notification stage, e.g. an unauthorised delay in reporting to the DCS.
- ② The athlete refuses to sign the form at notification.
- ③ The athlete fails to complete the sample collection session, for example, the athlete does not complete procedures after providing a partial sample or refuses to provide additional sample(s) as requested by the DCO.
- ④ The athlete refuses to provide a blood sample, for example, due to religious reasons or a needle phobia.
- ⑤ The athlete is unable to complete the procedures or submit to doping control due to injury or illness.
- ⑥ The athlete urinates outside of the DCS, for example, during a shower.

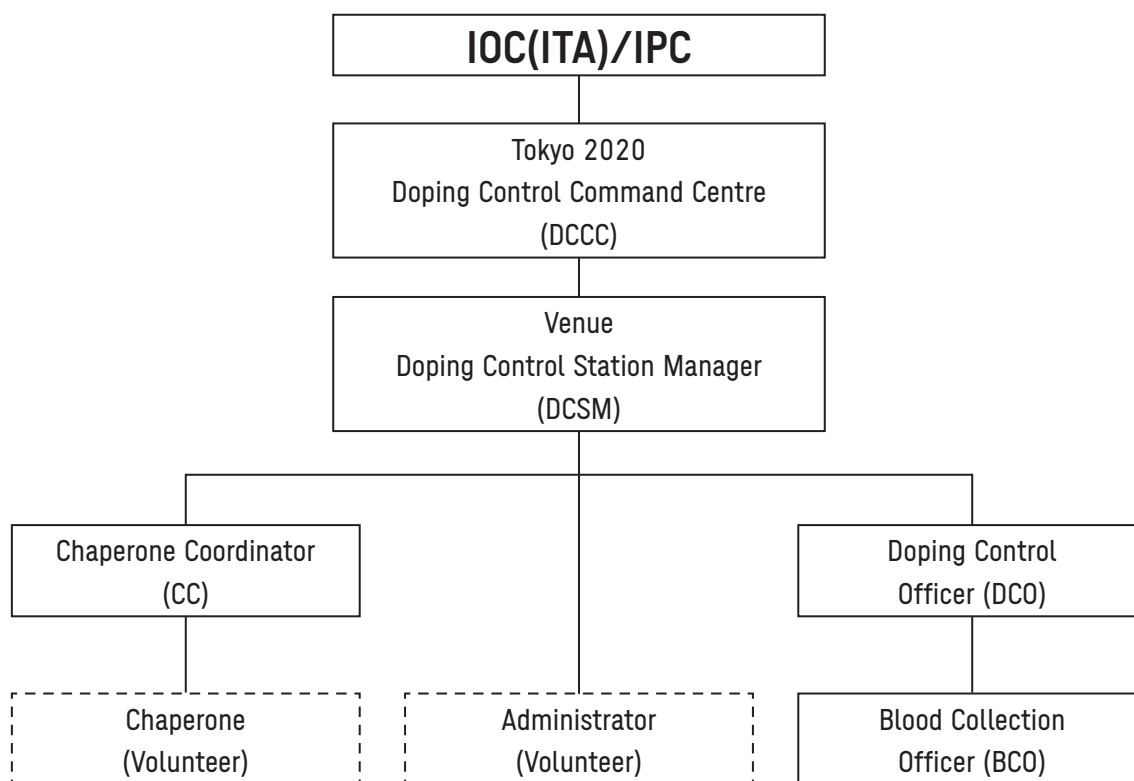
- ⑦ The athlete refuses to submit to doping control.
- ⑧ The athlete or athlete's representative attempts to manipulate or compromise the sample. This may include (but is not limited to):
 - The athlete attempts to place a foreign object into the collection vessel containing their sample.
 - The athlete representative manipulates the sample collection equipment.
 - The athlete or athlete representative attempts to destroy or spill a sample.
- ⑨ The athlete is not able to produce the necessary equipment when a urine collection or draining system is required to provide a sample.

NOTE: In these situations, the DCO will request the athlete to provide an additional sample(s), and seal the compromised sample(s). All samples will be sent to the laboratory.

19.11 Sample Collection Personnel

- ① Tokyo 2020 shall ensure:
 - The sample collection personnel shall not be minors.
 - BCOs shall have adequate qualifications and practical skills required to perform blood collection from within Japan.
 - The DCSM, DCO and Chaperones do not have an interest in the outcome of a Sample Collection Session to which they are appointed. They are deemed to have such an interest if they are:
 - Involved in the administration of the sport for which testing is being conducted; or
 - Related to, or involved in the personal affairs of, any athlete who might provide a sample at that session or any athlete support personnel who forms part of the entourage of the athlete e.g. coach, manager, medical personnel etc.
 - Sample collection personnel are adequately trained to carry out their duties.
- ② Only sample collection personnel that have an accreditation recognised by Tokyo 2020 shall be authorised by Tokyo 2020 to conduct sample collection on behalf of Tokyo 2020. Accreditation shall only be valid for the duration of the Olympic and Paralympic Games.

ANNEX A: TOKYO 2020 DOPING CONTROL KEY WORKFORCE STRUCTURE



ANNEX B: USEFUL LINKS

Olympic Games	Paralympic Games
IOC Anti-Doping Rules	IPC Anti-Doping Code
ITA Intelligence platform-Reveal	IPC TUE Application form
For Both Games	
World Anti-Doping Code Prohibited List for 2021	
World Anti-Doping Code and International Standards for 2021	
Global DRO – multi-lingual online drug reference database	
Urine sample collection process - movie	
WADA Speak Up!	
Anti-Doping Educational Material Package provided by JADA	

* If you are reading this on paper, search necessary document/information by using the title written above as a key word.

ANNEX C: USEFUL CONTACTS

For Olympic Games	
Support for Rooming list App	support.rooming@ita.sport
General contact for doping control	Tokyo2020_antidoping@ita.sport
For Paralympic Games	
TUE submission	tue@paralympic.org
Whereabouts submission	whereabouts@paralympic.org
General contact for doping control	antidoping@paralympic.org
For Organising Committee	
General contact for doping control	testing@tokyo2020.jp

ANNEX D: List of Acronyms

List of Acronyms	
DOP FA	Doping Control Functional Are
ITA	International Testing Agency
ADAMS	Anti-Doping Administration & Management System
TUE	Therapeutic Use Exemption
IOC	International Olympic Committee
IPC	International Paralympic Committee
NOC	National Olympic Committee
NPC	National Paralympic Committee
DCS	Doping Control Station
FIN	Finance Bureau
IS	International Standard
ISTI	International Standard for Testing and Investigations
ISPPPI	International Standard for Protection of Privacy and Personal Information
ISTUE	International Standard for Therapeutic Use Exemption
AAF	Adverse Analytical Finding
RTP	Registered Testing Pool
NADO	National Anti-Doping Organisation
WADA	World Anti-Doping Agency
IF	International Federation
ADRV	Anti-Doping Rule Violation
BCO	Blood Collection Officer
DCO	Doping Control Officer



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