



Doping Control Guide

for the Sochi 2014 Paralympic Winter Games



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IPC Overview

Governance of the Sochi 2014 Paralympic Games Anti-Doping Programme

The International Paralympic Committee (IPC) is responsible for:

- directing the Sochi 2014 Paralympic Games (the 'Games') Anti-Doping Programme
- in-competition and out-of-competition testing, from the opening of the Paralympic Villages (the Villages) on 1 March 2014 up to and including the day of the Closing Ceremony on 16 March 2014 (the 'Games Period').

SOCHI 2014 Organizing Committee for the 2014 Olympic and Paralympic Winter Games (SOCHI 2014) is responsible for:

- the implementation of the Games Anti-Doping Programme
- the operations and infrastructure to enable doping control testing
- being the exclusive service provider for testing at all Paralympic venues
- the analysis of the doping control samples
- ensuring the safety and security of both the athletes and the doping control samples through the entire doping control process

The IPC is a signatory to the World Anti-Doping Code (the Code). The IPC has established the IPC Anti-Doping Code (the IPC Code) in compliance with the general principles of the Code. The IPC Code is complemented by the WADA International Standards and outlines the various anti-doping rule violations and the detailed result management process following a possible anti-doping rule violation.

The IPC Code shall apply to the Games from 01 March 2014 until 16 March 2014. Athletes entered at the Games may be tested by the IPC at any time during the entire period, as described above, regardless of their location. All participants (athletes and athlete support personnel) accept the IPC Code as a condition of participation and are presumed to have agreed to comply with the IPC Code. All National Paralympic Committees (NPCs) and International Federations (IFs) shall have formally declared their acceptance of the IPC Code through the submission of a signed declaration form to the IPC. Any NPC or IF that has not accepted the IPC Code shall be deemed ineligible to participate in the Games.

The IPC Anti-Doping Committee is responsible for all anti-doping rules applicable to the Games, including the IPC Code. The IPC Medical Committee is responsible for the Therapeutic Use Exemptions (TUE) rules as outlined in the IPC Code. Unless specifically directed in the IPC Code, the person responsible for the administration of the provisions of the IPC Code is the IPC Medical & Scientific Director.

In-Competition and Out-of-Competition testing

Both urine and blood samples will be collected and the in-competition and out-of-competition testing screens will apply throughout the Games. The definition of in-competition means "the period commencing twelve hours 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." The definition of out-of-competition is "any doping control which is not in-competition". The term "Competition" is as defined in the IPC Code.

Additional Sample Requests

NPCs or IFs that want to collect samples on athletes that fall under their regular jurisdiction during the Games Period shall seek prior approval from the IPC. There may be a fee associated with the request. In such instances, the IPC will act as the Result Management Authority for those samples collected.

Laboratory

Samples collected by Sochi 2014 Anti-Doping will be analysed at the WADA-accredited Moscow satellite laboratory in Sochi (the 'Laboratory'). The results of the tests will be provided to the IPC and the World Anti-Doping Agency (WADA) from the Laboratory. Generally, negative results will be provided within 24 hours and it is expected that results from Adverse Analytical Findings will be provided within 48 hours, with the exception of the EPO test results, which will be provided within 72 hours.

Some samples will be subject to analysis following the Closing Ceremony. Any anti-doping rule violation discovered as a result of that analysis shall be dealt with under the IPC Code.

Supplement Use

Extreme caution is recommended regarding supplement use. The use of dietary supplements by athletes is a concern because in many countries the manufacturing and labelling of supplements may not follow strict rules, which may lead to a supplement containing an undeclared substance that is prohibited under anti-doping regulations. A significant number of positive tests have been attributed to the misuse of supplements and taking a poorly labelled dietary supplement is not an adequate defense in a hearing.

Prohibited Substances

The WADA 2014 Prohibited List contains the substances and methods prohibited for the Sochi 2014 Paralympic Games. If, at the time of the Games, the 2014 Prohibited List is amended, the valid version that can be found from the WADA website is the applicable one (<http://www.wada-ama.org>). All athletes and athlete support personnel need to familiarize themselves with the Prohibited List.

Medication Use

It is the responsibility of the athlete to determine whether a substance he/she is using or considering using is prohibited. At all times, athletes are strongly advised to check the status of all medications with their team doctors. If, during the Games, further clarification is required, the athlete should check with their NPC Medical Officer or at the Sochi Polyclinic Pharmacy.

When bringing medicine into Russia, all NPCs should be familiar with the Sochi 2014 process: Importation of Medicines, Pharmaceutical Products and Medical Equipment which is available on <http://alpina.sochi2014.com/> under the Medical section.

Therapeutic Use Exemptions (TUE)

If the medication an athlete is required to take to treat an illness or condition is on the Prohibited List, a Therapeutic Use Exemption (TUE) approval will give that athlete the authorization to take the required medication. All athletes competing at the Games who need a TUE are expected to have applied to the relevant IF or National Anti-Doping Organization (NADO) so that the TUE is granted no later than the day before the opening of the athlete Villages. Other than emergency cases, the IPC Medical Committee may decide not to consider applications received after 28 February 2014.

NPCs are encouraged to

- be proactive in assisting their athletes to identify what substances they may wish to use
- to identify what are the therapeutic use alternatives if appropriate,
- to submit legible and complete forms in a timely manner to the relevant Anti-Doping Organization (ADO)

For all athletes competing in the Games, the IPC requires all valid TUE approvals and supporting medical documentation to be provided to the IPC upon request. Furthermore, the NPC must have a copy of the valid TUE certificate available at the Games. If the NADO, IF or NPC does not use ADAMS, the TUE can be submitted to the IPC at: antidoping@paralympic.org.

The IPC will recognize TUEs issued in compliance with the Code by other International Federations and Anti-Doping Organizations but reserves the right to review the TUE at its sole discretion.

The IPC Medical Committee will only consider a retroactive TUE application for a prohibited substance and/or method used during the Games if the prohibited substance and/or method

- was used in an emergency situation or;
- treatment of an acute medical condition was necessary.



Retroactive TUE applications must immediately be submitted to the IPC Medical & Scientific Department Offices in either Polyclinic in the Athlete Villages.

TUE applications are available on the IPC website: (<http://www.paralympic.org/TheIPC/WWD/FormsandDocuments>)

Details of the TUE process, including the TUE application process, the medical documentation in support of the application needed, and the criteria for granting a TUE are outlined in the IPC Code and WADA International Standard for TUEs.

The decisions of the IPC Medical Committee will be communicated to the athlete's NPC, the IF, and to WADA.

Whereabouts Information

Effective out-of-competition testing programmes are essential to the fight against doping in sport. This largely depends on accurate and complete athlete whereabouts information.

The IPC and Sochi 2014 therefore request that all NPCs:

- Ensure that athletes who are nominated to the IPC/IF/national registered testing pool have provided accurate and detailed whereabouts information to the respective ADO; and,
- Provide timely information on travel schedules, specific rooming list allocations and training schedules for the Games.

These components are of paramount importance to enable locating athletes for testing in the lead up to the competition period. In the event that the information received from the NPCs is incomplete, or when NPCs refrain from sharing the information with the IPC and Sochi 2014, the IPC has the right to ask the NPC for more detailed whereabouts information. This information should be provided to the IPC through ADAMS. NPCs have the responsibility to familiarize themselves with the use of ADAMS: <http://www.wada-ama.org/en/ADAMS/>.

Sharing of Information through Secure Databases

The IPC welcomes temporary access to national/IF anti-doping databases other than ADAMS to access both TUE and Whereabouts information for athletes competing at the Games. This access would be for the time period of the Games: 01 March to 16 March 2014. Email antidoping@paralympic.org if your organization wishes to share the information this way.

Use of Catheters

The IPC considers the catheter used by an athlete with the need for self-catheterization as 'personal equipment'. Athletes might react adversely to different brands and models, potentially leading to discomfort, infections and/or allergic reactions. Athletes therefore mainly use one particular type of catheter. Furthermore, due to the variety of brands, models, and sizes, it cannot be expected that Organizing Committee or Doping Control Officers (DCOs) will supply catheters that meet the individual requirements of each athlete.

Within this perspective, and giving absolute priority to the athlete's health, the catheter used is the responsibility of the athlete. Although not mandatory, the IPC and Sochi 2014 strongly advise athletes to use sterile catheters for hygiene reasons and in accordance with the manufacturer's instructions. They have instructed DCOs to report if a non-sterile catheter has been used.

Sochi 2014 equips the doping control stations with a number of sealed, sterile catheters; however this will never include all brands, sizes and/or materials. This shall be regarded as a complimentary service offered to the athletes.

The use of a catheter must comply with the criteria set forth in the WADA International Standard for Testing Annex B 'Modifications for Athletes with disabilities'.



Resolving pending cases involving possible violations of anti-doping rules

The IPC would appreciate every effort made by the NPCs, NADOs and the IFs to ensure that pending cases involving possible violations of anti-doping rules committed by Athletes or Athlete Support Personnel, who are intended to participate in the Sochi Paralympic Winter Games, are resolved before the Athletes validate their Paralympic identity and accreditation card for the Games.

Any outstanding result management matters should be reported to antidoping@paralympic.org.

WADA Outreach Programme

The WADA Outreach Programme has developed into an effective means of reaching out and educating athletes and their entourage on the dangers and consequences of doping. The outreach booth will be located in a highly-visible area where competitors can approach anti-doping experts from around the world. Critical to the success of the Outreach Programme is the one-on-one interaction in various languages that athletes, coaches and officials receive with the anti-doping experts. This is supported by a variety of educational materials and a quiz that is designed to be fun, as well as informative.

WADA Independent Observer Programme

The Independent Observer (IO) programme helps enhance athlete and public confidence at major events by randomly monitoring and reporting on all phases of the doping control and results management processes in a neutral and unbiased manner.

A WADA IO team will observe the doping control operations during the Games and will liaise with the IPC and Sochi 2014 teams on a regular basis to provide feedback. Following the Games, the IO team will publicly publish a report outlining their observations and recommendations on all operations.

IPC Technical Procedures for Doping Control for the SOCHI 2014 Paralympic Winter Games

1. Introduction

- 1.0** The International Paralympic Committee's Anti-Doping Program for the 2014 Winter Paralympic Games complies with the World Anti-Doping Code and the mandatory International Standards that comprise the World Anti-Doping Program.
- 1.1.** The IPC delegates to the SOCHI 2014 the implementation, under the IPC's authority, of the following sections of the World Anti-Doping Agency's mandatory International Standard for Testing (IST):
- Notification of athletes;
 - Preparing for sample collection session;
 - Conducting the sample collection session;
 - Security / Post test administration;
 - Transport of samples and documentation;
 - Ownership of samples;
 - Annex A -investigating a possible failure to comply;
 - Annex B -Modifications for athletes with a disability;
 - Annex C -Modifications for athletes who are minors;
 - Annex D -Collection of urine samples;
 - Annex E -Collection of blood samples;
 - Annex F -Urine samples – insufficient volume;



- Annex G -Urine samples that do not meet the requirement for suitable specific gravity for analysis;
- Annex H -Sample collection personnel requirements.

- 1.2** These Technical Procedures for Doping Control outline SOCHI 2014 implementation of the aforementioned areas of the WADA IST.
- 1.3** These Technical Procedures for Doping Control do not address the requirements within the IST relating to Section 4 – Planning and Section 11 – Athlete Whereabouts. These requirements are the sole responsibility of the IPC.
- 1.4** SOCHI 2014 shall carryout Doping Control in accordance with these Technical Procedures for Doping Control on behalf of the IPC at SOCHI 2014 Paralympic Venues only.
- 1.5** In implementing these Technical Procedures for Doping Control, SOCHI 2014 complies with the WADA Standard on Athlete Privacy and the Protection of Personal Data.
- 1.6** As part of the IPC Anti-Doping Program, the purpose of these Technical Procedures for Doping Control is to plan for effective Testing and to maintain the integrity and identity of the Samples collected, from the point the Athlete is notified of the test to the point the Samples are transported to the laboratory for analysis.

2. Definitions

- 2.0** Unless defined in the IPC Anti-Doping Rules, the definitions of the Code and the International Standards apply, *mutatis mutandis*, to the capitalized terms appearing in *italics* throughout Appendix 3.

3. Notification of athletes

Objective

- 3.0** To ensure that reasonable attempts are made to locate the Athlete, the selected Athlete is notified, the rights of the Athlete are maintained, there are no opportunities to manipulate the Sample to be provided, and the notification is documented.

General

- 3.1** Notification of Athletes starts when SOCHI 2014 initiates the notification of the selected Athlete and ends when the Athlete arrives at the Doping Control Station or when the Athlete's possible Failure to Comply is brought to the attention of the IPC.
- 3.2** The main activities are:
- a) appointing Doping Control Officers (DCOs), Chaperones and other Sample Collection Personnel;
 - b) locating the Athlete and confirming his/her identity;
 - c) informing the Athlete that he/she has been selected to provide a Sample and of his/her rights and responsibilities;
 - d) for No Advance Notice Sample collection, continuously chaperoning the Athlete from the time of notification to the arrival at the designated Doping Control Station; and
 - e) documenting the notification, or notification attempts.

Requirements Prior to Notification of Athletes

- 3.3** No Advance Notice shall be the notification method for Sample collection whenever possible.
- 3.4** To conduct or assist with Sample Collection Sessions, SOCHI 2014 shall appoint and authorize Sample Collection Personnel who have been trained for their assigned responsibilities, who do not have a conflict of interest in the outcome of the Sample collection, and who are not Minors.





- 3.11** In exceptional circumstances, SOCHI 2014 or DCO may change a Sample collection from No Advance Notice to Advance Notice. Any such occurrence shall be recorded.

Requirements for Notification of Athletes

- 3.12** When initial contact is made, SOCHI 2014 or the DCO/Chaperone, as applicable, shall ensure that the Athlete and/or a third party, if required, is informed:
- a) that the Athlete is required to undergo a Sample collection;
 - b) that the Sample collection is being conducted under the authority of the IPC;
 - c) of the type of Sample collection and any conditions that need to be adhered to prior to the Sample collection;
 - d) of the Athlete's rights, including the right to:
 - (i) have a representative and, if available, an interpreter;
 - (ii) ask for additional information about the Sample collection process;
 - (iii) request a delay in reporting to the Doping Control Station for valid reasons; and
 - (iv) request modifications as provided for in Annex B: Modifications for Athletes with Disabilities;
 - e) of the Athlete's responsibilities, including the requirement to:
 - (i) remain within sight of the DCO/Chaperone at all times from the first moment of in-person notification by the DCO/Chaperone until the completion of the Sample collection procedure;
 - (ii) produce identification;
 - (iii) comply with Sample collection procedures and the possible consequences of Failure to Comply; and
 - (iv) report immediately for a test, unless delayed for valid reasons;
 - f) of the location of the Doping Control Station;

- 3.5** DCOs/Chaperones shall have official identification that is provided and controlled by SOCHI 2014. The minimum identification requirement is an official card/document naming SOCHI 2014 and the IPC. For DCOs, additional identification requirements shall include their name, their photograph and the card's/document's expiry date. For Blood Collection Officers, additional identification requirements include evidence of their professional training in the collection of blood Samples.

- 3.6** SOCHI 2014 has established criteria to validate the identity of an Athlete selected to provide a Sample. This ensures the selected Athlete is the Athlete who is notified. Identification will typically be done through the Athlete's Games Time accreditation or through an alternative reliable piece of photo identification. The method of identification of the Athlete shall be documented on the Doping Control documentation.

- 3.7** SOCHI 2014 or the DCO/Chaperone, as applicable, shall establish the location of the selected Athlete and plan the approach and timing of notification, respectfully taking into consideration the specific circumstances of the sport/Competition/training session and the situation in question.

- 3.8** SOCHI 2014 shall ensure that reasonable attempts are made to notify Athletes of their selection for Sample collection. SOCHI 2014 shall record in detail Athlete notification attempt(s) and outcome(s). In locating Athletes using Athlete whereabouts information, SOCHI 2014 will ensure its DCOs adhere to the requirements in 11.4.3 b) and c) of the International Standard for Testing.

- 3.9** The Athlete shall be the first one notified that he/she has been selected for Sample collection except where prior contact with a third party is required as specified in Procedure 3.10.

- 3.10** SOCHI 2014 or the DCO/Chaperone, as applicable, shall consider whether a third party is required to be notified prior to notification of the Athlete. This may include situations where the Athlete is a Minor as provided for in Annex C: Modifications for Athletes, who are Minors, where required by an Athlete's disability as provided for in Annex B: Modifications for Athletes with Disabilities, or in situations where an interpreter is required and available for the notification.





- g) that should the Athlete choose to consume food or fluids prior to providing a Sample, he/she does so at his/her own risk;
- h) that the Athlete should avoid excessive rehydration, having in mind the requirement to produce a Sample with a Suitable Specific Gravity for Analysis; and
- i) that the Sample provided by the Athlete to the Sample Collection Personnel should be the first urine passed by the Athlete subsequent to notification, i.e., he/she should not pass urine in the shower or otherwise prior to providing a Sample to the Sample Collection Personnel.

3.13 When in-person contact is made, the DCO/Chaperone shall:

- a) keep the Athlete under observation at all times until the completion of his/her Sample Collection Session;
- b) identify themselves to the Athlete using their official SOCHI 2014 identification card/document; and
- c) confirm the Athlete's identity. Any inability to confirm the identity of the Athlete shall be documented. In such cases, the DCO responsible for conducting the Sample Collection Session shall decide whether it is appropriate to report the situation in accordance with Annex A: Investigating a Possible Failure to Comply.

3.14 The DCO/Chaperone shall have the Athlete sign an appropriate form to acknowledge and accept the notification. If the Athlete refuses to sign that he/she has been notified or evades the notification, the DCO/Chaperone shall inform the Athlete of the consequences of a Failure to Comply if possible, and the Chaperone (if not the DCO) shall immediately report all relevant facts to the DCO. When possible the DCO shall continue to collect a Sample. The DCO shall document the facts and report the circumstances to SOCHI 2014 and the IPC as soon as possible. The IPC shall follow the steps prescribed in Annex A: Investigating a Possible Failure to Comply.

3.15 The DCO/Chaperone may at their discretion consider any valid third party requirement or any valid request by the Athlete for permission to delay reporting to the Doping Control Station following acknowledgement and acceptance of notification, and/or to leave the Doping Control Station temporarily after arrival, and may grant such permission if the Athlete can be continuously chaperoned and kept under direct observation during the delay and if the request relates to the following activities:

For In-Competition Testing:

- a) participation in a victory ceremony;
- b) fulfillment of media commitments;
- c) competing in further Competitions;
- d) performing a warm down;
- e) obtaining necessary medical treatment;
- f) locating a representative and/or interpreter;
- g) obtaining photo identification; or
- h) any other exceptional circumstances which can be justified, and which shall be documented.

For Out-of-Competition Testing:

- a) locating a representative and/or an interpreter;
- b) completing a training session;
- c) receiving necessary medical treatment;
- d) obtaining photo identification; or
- e) any other exceptional circumstances which can be justified, and which shall be documented.

3.16 The DCO or other Sample Collection Personnel shall document the reasons for a delay in reporting to the Doping Control Station and/or reasons for leaving the Doping Control Station once arriving that may require further investigation by the IPC. Any failure by the Athlete to remain under constant observation should be recorded.

3.17 A DCO/Chaperone shall reject a request for delay from an Athlete if it will not be possible for the Athlete to be continuously chaperoned.



- 3.18** When an Athlete notified of an advance notice Sample collection does not report to the Doping Control Station at the designated time, the DCO shall use his/her judgment whether to attempt to contact the Athlete. At a minimum, the DCO shall wait thirty (30) minutes after the appointed time before departing. If the Athlete still has not reported by the time the DCO departs, the DCO shall follow the requirements of Annex A: Investigating a Possible Failure to Comply.
- 3.19** If the Athlete delays reporting to the Doping Control Station other than in accordance with Procedure 3.15 but arrives prior to the DCO's departure, the DCO shall decide whether to report a possible Failure to Comply. If at all possible the DCO shall proceed with collecting a Sample and shall document the details of the delay in the Athlete reporting to the Doping Control Station.
- 3.20** If, while keeping the Athlete under observation, Sample Collection Personnel observe any matter with potential to compromise the test, the circumstances shall be reported to and documented by the DCO. If deemed appropriate by the DCO, the DCO shall follow the requirements of Annex A: Investigating a Possible Failure to Comply and/or consider if it is appropriate to collect an additional Sample from the Athlete.

4. Preparing for the sample collection session

Objective

- 4.0** To prepare for the Sample Collection Session in a manner that ensures that the session can be conducted efficiently and effectively.

General

- 4.1** Preparing for the Sample Collection Session starts with the establishment of a system for obtaining relevant information for effective conduct of the session and ends when it is confirmed that the Sample Collection Equipment conforms to the specified criteria.

- 4.2** The main activities are:
- establishing a system for collecting details regarding the Sample Collection Session;
 - establishing criteria for who may be present during a Sample Collection Session;
 - ensuring that the Doping Control Station meets the minimum criteria prescribed in Procedure 4.4; and
 - ensuring that Sample Collection Equipment used by SOCHI 2014 meets the minimum criteria prescribed in Procedure 4.6.

Requirements for preparing for the sample collection session

- 4.3** SOCHI 2014 shall obtain all the information necessary to ensure that the Sample Collection Session can be conducted effectively and efficiently, including special requirements to meet the needs of Athletes with disabilities as provided in Annex B: Modifications for Athletes with Disabilities as well as the needs of Athletes who are Minors as provided in Annex C: Modifications for Athletes who are Minors.
- 4.4** The DCO shall use a Doping Control Station which at a minimum, ensures the Athlete's privacy and where possible is used solely as a Doping Control Station for the duration of the Sample Collection Session. The DCO shall record any significant deviations from these criteria.
- 4.5** Doping Control Stations will be located at all competition venues and at the Coastal Athlete Village, Mountain and the Endurance Village. The Doping Control Station Manager is responsible for managing the Doping Control operations and the Doping Control workforce at a venue in the Doping Control Station.
- 4.6** These procedures establish minimum criteria for who may be present during the Sample Collection Session in addition to the Sample Collection Personnel and members of the SOCHI 2014 Anti-Doping Function, including:
- an Athlete's entitlement to be accompanied by a representative and/or interpreter during the Sample Collection Session except when the Athlete is passing a urine Sample;



- b) a Minor Athlete's entitlement, and the witnessing DCO/Chaperone's entitlement to have a representative observe the witnessing DCO/Chaperone when the Minor Athlete is passing a urine Sample, but without the representative directly observing the passing of the Sample unless requested to do so by the Minor Athlete;
- c) an Athlete with a disability's entitlement to be accompanied by a representative as provided in Annex B: Modifications for Athletes with Disabilities;
- d) IPC representative;
- e) the relevant International Federation representative; and
- f) a WADA Independent Observer where applicable under the Independent Observer Program. The WADA Independent Observer shall not directly observe the passing of a urine Sample.

4.7 The DCO shall only use Sample Collection Equipment systems that are authorized by SOCHI 2014, which at a minimum, shall:

- a) have a unique numbering system incorporated into all bottles, containers, tubes or any other item used to seal the Athlete's Sample;
- b) have a sealing system that is tamper evident;
- c) ensure the identity of the Athlete is not evident from the equipment itself; and
- d) be clean and sealed prior to use by the Athlete.

4.8 SOCHI 2014 will use Berlinger Sample Collection Equipment.

4.9 Photographs, video or tape recordings may only be taken inside the Doping Control Station with the permission of the Doping Control Station Manager and only when the Doping Control Station is not in operation. No photographs, video or tape recordings may be taken once the Doping Control Station is in operation. Mobile phones may be used as phones but not cameras. However, all mobile phones must be turned off during the processing of the Sample.

5. Conducting the sample collection session

Objective

5.0 To conduct the Sample Collection Session in a manner that ensures the integrity, security and identity of the Sample and respects the privacy of the Athlete.

General

5.1 The Sample Collection Session starts with defining overall responsibility for the conduct of the Sample Collection Session and ends once the Sample collection documentation is complete.

5.2 The main activities are:

- a) preparing for collecting the Sample;
- b) collecting and securing the Sample; and
- c) documenting the Sample collection.

Requirements Prior to Sample Collection

5.3 SOCHI 2014 shall be responsible for the overall conduct of the Sample Collection Session with specific responsibilities delegated to the DCO.

5.4 The DCO shall ensure that the Athlete is informed of his/her rights and responsibilities as specified in Procedure 3.12.

5.5 The DCO shall provide the Athlete with the opportunity to hydrate. The Athlete should avoid excessive hydration, having in mind the requirement to provide a Sample with a Suitable Specific Gravity for Analysis.

5.6 The Athlete shall only leave the Doping Control Station under continuous observation by the DCO/Chaperone and with the approval of the DCO. The DCO shall consider any reasonable request, as specified in Procedure 3.15 and 3.16, by the Athlete to leave the Doping Control Station, until the Athlete is able to provide a Sample.





5.7 If the DCO gives approval for the Athlete to leave the Doping Control Station, the DCO shall agree with the Athlete on the following conditions of leave:

- a) the purpose of the Athlete leaving the Doping Control Station;
- b) the time of return (or return upon completion of an agreed activity);
- c) that the Athlete must remain under observation at all times; and
- d) that the Athlete shall not pass urine until he/she gets back to the Doping Control Station.

5.8 The DCO shall document this information agreed to and the actual time of the Athlete's departure and subsequent return.

Requirements for Sample Collection

5.9 The DCO shall collect the Sample from the Athlete according to the following procedures for the specific type of Sample collection:

- a) Annex D: Collection of Urine Samples; and
- b) Annex E: Collection of Blood Samples.

5.10 Any behavior by the Athlete and/or Persons associated with the Athlete or anomalies with potential to compromise the Sample collection shall be recorded by the DCO. If appropriate, SOCHI 2014 and/or DCO shall apply Annex A: Investigating a Possible Failure to Comply.

5.11 If there are doubts as to the origin or authenticity of the Sample, the Athlete shall be asked to provide an additional Sample. If the Athlete refuses to provide an additional Sample the DCO shall document in detail the circumstances around the refusal and SOCHI 2014 shall apply Annex A: Investigating a Possible Failure to Comply.

5.12 The DCO shall provide the Athlete with the opportunity to document any concerns he/she may have about how the Sample Collection Session was conducted.

5.13 In conducting the Sample Collection Session the following information shall be recorded as a minimum:

- a) date, time and type of notification (No Advance Notice, Advance Notice, in or out of competition);
- b) arrival time at Doping Control Station;
- c) date and time of Sample provision;
- d) the name of the Athlete;
- e) the date of birth of the Athlete;
- f) the gender of the Athlete;
- g) the Athlete's accreditation number, which, when linked to the SOCHI 2014 database, can provide the Athlete's home address and telephone number;
- h) the Athlete's sport and discipline;
- i) the name of the Athlete's coach and doctor;
- j) the Sample code number;
- k) the name and signature of the Chaperone or DCO who witnessed the urine Sample provision;
- l) the name and signature of the Blood Collection Officer who collected the blood Sample, where applicable;
- m) required laboratory information on the Sample;
- n) medications and supplements taken, as declared by the Athlete, and recent blood transfusion details if applicable, within the timeframe specified by the laboratory;
- o) any irregularities in procedures;
- p) Athlete comments or concerns regarding the conduct of the Sample Collection Session, if provided;
- q) Athlete consent for the processing of test data in ADAMS;
- r) Athlete consent, or refusal to consent, for the use of the Sample(s) for research purposes;
- s) the name and signature of the Athlete;
- t) the name and signature of the Athlete's representative, if applicable; and
- u) the name and signature of the DCO;
- v) any Modifications to the sample collection process.



5.14 At the conclusion of the Sample Collection Session the Athlete and DCO shall sign appropriate documentation to indicate their satisfaction that the documentation accurately reflects the details of the Athlete's Sample Collection Session, including any concerns recorded by the Athlete. The Athlete's representative (if any) and the Athlete shall both sign the documentation if the Athlete is a Minor. Other Persons present who had a formal role during the Athlete's Sample Collection Session may sign the documentation as a witness of the proceedings.

5.15 The DCO shall provide the Athlete with a copy of the records of the Sample Collection Session that have been signed by the Athlete.

6. Security/post test administration

Objective

6.0 To ensure that all Samples collected at the Doping Control Station and Sample collection documentation are securely stored prior to their departure from the Doping Control Station.

General

6.1 Post test administration begins when the Athlete leaves the Doping Control Station after providing a Sample, and ends with preparation of all of the collected Samples and documentation for transport.

Requirements for Security/Post Test Administration

6.2 SOCHI 2014 has established criteria to ensure that any Sample will be stored in a manner that protects its integrity, identity and security prior to transport from the Doping Control Station. The DCO shall ensure that any Sample is stored in accordance with these criteria. These criteria are ensuring the samples are placed in a lockable refrigerator within the Doping Control Station prior to transport.

6.3 Without exception, all Samples collected shall be sent for analysis to a WADA-accredited laboratory or as otherwise approved by WADA.

6.4 The DCO shall ensure that the documentation for each Sample is completed and securely handled.

6.5 SOCHI 2014 shall ensure that, where required, instructions for the type of analysis to be conducted are provided to the WADA-accredited laboratory.

7. Transport of samples and documentation

Objective

7.0 To ensure that Samples and related documentation arrive at the WADA-accredited laboratory in proper condition to do the necessary analysis.

7.1 To ensure the Sample Collection Session documentation is sent by the DCO to the IPC in a secure and timely manner.

General

7.2 Transport starts when the Samples and documentation leave the Doping Control Station and ends with the confirmed receipt of the Samples and Sample collection documentation at their intended destinations.

- 7.3** The main activities are arranging for the secure transport of Samples and related documentation to the WADA-accredited laboratory, and arranging for the secure transport of Sample collection documentation to the IPC.

Requirements for Transport and Storage of Samples and Documentation

- 7.4** SOCHI 2014 has authorized a transport system that ensures Samples and documentation will be transported in a manner that protects their integrity, identity and security.
- 7.5** Samples shall always be transported to the WADA-accredited laboratory using a SOCHI 2014 authorized transport method as soon as practicable after the completion of the Sample Collection Session. Samples shall be transported in a manner which minimizes the potential for Sample degradation due to factors such as time delays and extreme temperature variations.
- 7.6** Documentation identifying the Athlete shall not be included with the Samples or documentation sent to the WADA-accredited laboratory or as otherwise approved by WADA.
- 7.7**
- a) SOCHI 2014 shall send all relevant Sample Collection Session documentation to the IPC using a SOCHI 2014 authorized transport method as soon as practicable after the completion of the Sample Collection Session.
 - b) When required, the DCO shall complete all necessary documentation for customs purposes.
- 7.8**
- a) Chain of Custody shall be checked by SOCHI 2014 if receipt of either the Samples with accompanying documentation or Sample collection documentation is not confirmed at their intended destination or a Sample's integrity or identity may have been compromised during transport. In this instance, SOCHI 2014 shall inform the IPC and the IPC shall consider whether the Sample should be voided.

- b) The opening of the transport bag by customs, border authorities or SOCHI 2014 security staff will not, in itself, invalidate laboratory results.

- 7.9** Documentation related to a Sample Collection Session and/or an anti-doping rule violation may be stored by the IPC for a minimum of eight (8) years.

8. Ownership of samples

- 8.0** The IPC owns the Samples collected from the Athlete.

ANNEX A:

Investigating a possible failure to comply

Objective

- A.1** To ensure that any matters occurring before, during or after a Sample Collection Session that may lead to a determination of a Failure to Comply are assessed, acted upon and documented.

Scope

- A.2** Investigating a possible Failure to Comply begins when the IPC, SOCHI 2014 or a DCO becomes aware of a possible Failure to Comply and ends when the IPC takes appropriate follow-up action based on the outcome of its investigation into the possible Failure to Comply.

Responsibility

- A.3** The IPC is responsible for ensuring that:
- a)** any matters with the potential to compromise an Athlete's test are assessed by means of an initial review according to the IPC Anti-Doping Rules to determine if a possible Failure to Comply has occurred;
 - b)** all relevant information and documentation, including information from the immediate surroundings when applicable, is obtained as soon as possible or practical to ensure that all knowledge of the matter can be reported and be presented as possible evidence;
 - c)** appropriate documentation is completed to report any possible Failure to Comply;
 - d)** the Athlete or other Person is informed of the possible Failure to Comply in writing and has the opportunity to respond; and
 - e)** the final determination is made available to other Anti-Doping Organizations in accordance with the Code.

- A.4** The DCO is responsible for:
- a)** informing the Athlete or other Person that a Failure to Comply could result in an anti-doping rule violation;
 - b)** completing the Athlete's Sample Collection Session where possible; and
 - c)** providing a detailed written report of any possible Failure to Comply.

- A.5** The other Sample Collection Personnel are responsible for:
- a)** informing the Athlete or other Person that a Failure to Comply could result in an anti-doping rule violation; and
 - b)** reporting to the DCO any possible Failure to Comply.

Requirements

- A.6** Any potential Failure to Comply shall be reported by the DCO and/or followed up by the IPC as soon as practical.
- A.7** If the IPC determines that there has been a potential Failure to Comply, the Athlete or other Person shall be notified in the course of the initial review of:
- a)** the possible consequences; and
 - b)** that a potential Failure to Comply is being investigated by the IPC and appropriate follow-up action will be taken.
- A.8** Any additional necessary information about the possible Failure to Comply shall be obtained from all relevant sources, including the Athlete or other Person, as soon as possible and recorded.
- A.9** The IPC shall ensure that the outcomes of its initial review into the potential Failure to Comply are considered for results management action and, if applicable, for further planning and Target Testing.

ANNEX B:

Modifications for athletes with disabilities

Objective

- B.1** To ensure that the special needs of Athletes with disabilities are considered, where possible, in relation to the provision of a Sample, without compromising the integrity of the Sample Collection Session.

Scope

- B.2** Determining whether modifications are necessary starts with identification of situations where Sample collection involves Athletes with disabilities and ends with modifications to Sample collection procedures and equipment where necessary and where possible.

Responsibility

- B.3** SOCHI 2014 has the responsibility for ensuring, when possible, that the DCO has any information and Sample Collection Equipment necessary to conduct a Sample Collection Session with an Athlete with a disability. The DCO has the responsibility for Sample collection.

Requirements

- B.4** All aspects of notification and Sample collection for Athletes with disabilities shall be carried out in accordance with the standard notification and Sample collection procedures unless modifications are necessary due to the Athlete's disability.
- B.5** In planning or arranging Sample collection, SOCHI 2014 and DCO shall consider whether there will be any Sample collection for Athletes with disabilities that may require modifications to the standard procedures for notification or Sample collection, including Sample Collection Equipment and facilities. If requested, the DCO may provide to the Athlete a new sterile catheter with which to provide a Sample.

- B.6** The DCO shall have the authority to make modifications as the situation requires when possible and as long as such modifications will not compromise the identity, security or integrity of the Sample. All such modifications must be documented.
- B.7** An Athlete with an intellectual, physical or sensory disability can be assisted by the Athlete's representative or Sample Collection Personnel during the Sample Collection Session where authorized by the Athlete and agreed to by the DCO.
- B.8** The DCO can decide that alternative Sample Collection Equipment or facilities will be used when required to enable the Athlete to provide the Sample as long as the Sample's identity, security and integrity will not be affected.
- B.9** For intermittent catheter use, Athletes may use their own catheter to provide a Sample. Where possible, this catheter should be new, and produced in a tamper evident wrapping. The DCO shall inspect all catheters provided by an Athlete prior to their use, however the cleanliness of a used or un-sealed catheter is the responsibility of the Athlete.
- B.10** Athletes who are using urine collection or drainage systems are required to eliminate existing urine from such systems before providing a urine Sample for analysis. Where possible, the existing urine collection or drainage system should be replaced with a new catheter or drainage system. The cleanliness of the system is the responsibility of the Athlete.
- B.11** The DCO will record modifications made to the standard Sample collection procedures for Athletes with disabilities, including any applicable modifications specified in the above actions.

ANNEX C:

Modifications for athletes who are minors

Objective

- C.1** To ensure that the needs of Athletes who are Minors are met, in relation to the provision of a Sample, without compromising the integrity of the Sample Collection Session.

Scope

- C.2** Determining whether modifications are necessary starts with identification of situations where Sample collection involves Athletes who are Minors and ends with modifications to Sample collection procedures where necessary and where possible.

Responsibility

- C.3** The IPC has responsibility for ensuring, when possible, that the DCO has any information necessary to conduct a Sample Collection Session with an Athlete who is a Minor. This includes confirming wherever necessary that parental consent clauses are in place when arranging Testing at an Event.

Requirements

- C.4** 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.
- C.5** In planning or arranging Sample collection, the IPC, SOCHI 2014 and DCO shall consider whether there will be any Sample collection for Athletes who are Minors that may require modifications to the standard procedures for notification or Sample collection.

- C.6** The DCO and SOCHI 2014 shall have the authority to make modifications as the situation requires when possible and as long as such modifications will not compromise the identity, security or integrity of the Sample.
- C.7** Athletes who are Minors should be accompanied by a representative throughout the entire Sample Collection Session. The representative shall not witness the passing of a urine Sample unless requested to do so by the Minor. The objective is to ensure that the DCO/Chaperone is observing the Sample provision correctly. Even if the Minor declines a representative, the IPC, DCO/Chaperone, as applicable, shall consider whether a third party ought to be present during notification of and/or collection of the Sample from the Athlete.
- C.8** For Athletes who are Minors, the DCO shall determine who, in addition to the Sample Collection Personnel may be present during the Sample Collection Session, namely a Minor's representative to observe the Sample Collection Session (including observing the DCO/Chaperone when the Minor is passing the urine Sample, but not to directly observe the passing of the urine Sample unless requested to do so by the Minor) and the DCO's/Chaperone's representative, to observe the DCO/Chaperone when a Minor is passing a urine Sample, but without the representative directly observing the passing of the Sample unless requested by the Minor to do so.
- C.9** Should a Minor decline to have a representative present during the Sample Collection Session, this should be clearly documented by the DCO. This does not invalidate the test, but must be recorded. If a Minor declines the presence of a representative, the representative of the DCO/Chaperone must be present.
- C.10** Should a Minor fall within a Registered Testing Pool, the preferred venue for all Testing is a location where the presence of an adult is most likely, e.g., at a training venue. However, Testing at any other venue will not invalidate the test.
- C.11** The IPC and SOCHI 2014 shall consider the appropriate course of action when no adult is present at the Testing of an Athlete who is a Minor and shall accommodate the Athlete in locating a representative in order to proceed with Testing.

ANNEX D:

Collection of urine samples

Objective

- D.1** To collect an Athlete's urine Sample in a manner that ensures:
- a) consistency with relevant principles of internationally recognized standard precautions in healthcare settings so that the health and safety of the Athlete and Sample Collection Personnel are not compromised;
 - b) the Sample meets the Suitable Specific Gravity for Analysis and the Suitable Volume of Urine for Analysis. Failure of a Sample to meet these requirements in no way invalidates the suitability of the Sample for analysis. The determination of a Sample's suitability for analysis is the decision of the relevant laboratory, in consultation with the IPC;
 - c) the Sample has not been manipulated, substituted, contaminated or otherwise tampered with in any way;
 - d) the Sample is clearly and accurately identified; and
 - e) the Sample is securely sealed in a tamper-evident kit.

Scope

- D.2** The collection of a urine Sample begins with ensuring the Athlete is informed of the Sample collection requirements and ends with discarding any residual urine remaining at the end of the Athlete's Sample Collection Session.

Responsibility

- D.3** The DCO has the responsibility for ensuring that each Sample is properly collected, identified and sealed. The DCO has the responsibility for directly witnessing the passing of the urine Sample.

Requirements

- D.4** The DCO shall ensure that the Athlete is informed of the requirements of the Sample Collection Session, including any modifications as provided for in Annex B: Modifications for Athletes with Disabilities.
- D.5** The DCO shall ensure that the Athlete is offered a choice of appropriate equipment for collecting the Sample. If the nature of an Athlete's disability requires that he/she must use additional or other equipment as provided for in Annex B: Modifications for Athletes with Disabilities, the DCO shall inspect that equipment to ensure that it will not affect the identity or integrity of the Sample.
- D.6** The DCO shall instruct the Athlete to select a collection vessel.
- D.7** When the Athlete selects a collection vessel and for selection of all other Sample Collection Equipment that directly holds the urine Sample, the DCO will instruct the Athlete to check that all seals on the selected equipment are intact and the equipment has not been tampered with. If the Athlete is not satisfied with the selected equipment, he/she may select another. If the Athlete is not satisfied with any of the equipment available for the selection, this shall be recorded by the DCO.
- D.8** If the DCO does not agree with the Athlete's opinion that all of the equipment available for the selection is unsatisfactory, the DCO shall instruct the Athlete to proceed with the Sample Collection Session. If the DCO agrees with the reasons put forward by the Athlete that all of the equipment available for the selection is unsatisfactory, the DCO shall terminate the collection of the Athlete's urine Sample and this shall be recorded by the DCO.
- D.9** The Athlete shall retain control of the collection vessel and any Sample provided until the Sample is sealed, unless assistance is required by an Athlete's disability as provided for in Annex B: Modifications for Athletes with Disabilities. Additional assistance may be provided in exceptional circumstances to any Athlete by the Athlete's representative or Sample Collection Personnel during the Sample Collection Session where authorised by the Athlete and agreed to by the DCO.

- D.10** The DCO who witnesses the passing of the Sample shall be of the same gender as the Athlete providing the Sample.
- D.11** The DCO should where practicable ensure the Athlete thoroughly washes his/her hands prior to the provision of the Sample.
- D.12** The DCO and Athlete shall proceed to an area of privacy to collect a Sample.
- D.13** The DCO shall ensure an unobstructed view of the Sample leaving the Athlete's body and must continue to observe the Sample after provision until the Sample is securely sealed, and the DCO shall record the witnessing in writing. In order to ensure a clear and unobstructed view of the passing of the Sample, the DCO shall instruct the Athlete to remove or adjust clothing which restricts the clear view of Sample provision. Once the Sample has been provided, the DCO shall also ensure that no additional volume is passed by the Athlete at the time of provision, which could have been secured in the collection vessel.
- D.14** The DCO shall verify, in full view of the Athlete, that a Suitable Volume of Urine for Analysis has been provided.
- D.15** Where the volume of urine is insufficient, the DCO shall conduct a partial Sample collection procedure as prescribed in Annex F: Urine Samples – Insufficient Volume.
- D.16** The DCO shall instruct the Athlete to select a Sample collection kit containing A and B containers in accordance with Rule D.7 of Annex D: Collection of Urine Samples.
- D.17** Once a Sample collection kit has been selected, the DCO and the Athlete shall check that all code numbers match and that this code number is recorded by the DCO.
- D.18** If the Athlete or DCO finds that the numbers are not the same, the DCO shall instruct the Athlete to choose another kit in accordance with Rule D.7 of Annex D: Collection of Urine Samples. The DCO shall record the matter.
- D.19** The Athlete shall pour the minimum Suitable Volume of Urine for Analysis into the B bottle (to a minimum of 30 mL), and then pour the remainder of the urine into the A bottle (to a minimum of 60 mL). If more than the minimum Suitable Volume of Urine for Analysis has been provided, the DCO shall ensure that the Athlete fills the A bottle to capacity as per the recommendation of the equipment manufacturer. Should there still be urine remaining, the DCO shall ensure that the Athlete fills the B bottle to capacity as per the recommendation of the equipment manufacturer. The DCO shall instruct the Athlete to ensure that a small amount of urine is left in the collection vessel, explaining that this is to enable the DCO to test the specific gravity of that residual urine in accordance with Procedure D.22.
- D.20** Urine should only be discarded when both the A and B bottles have been filled to capacity in accordance with Procedure D.19, and after the residual urine has been tested in accordance with Procedure D.22. The Suitable Volume of Urine for Analysis shall be viewed as an absolute minimum.
- D.21** The Athlete shall seal the containers as directed by the DCO. The DCO shall check, in full view of the Athlete, that the containers have been properly sealed.
- D.22** The DCO shall test the residual urine in the collection vessel to determine if the Sample has a Suitable Specific Gravity for Analysis. If the DCO's field reading indicates that the Sample does not have a Suitable Specific Gravity for Analysis, then the DCO shall follow Annex G; Urine Samples that do not meet requirement for Suitable Specific Gravity for Analysis.
- D.23** The DCO shall ensure that the Athlete has been given the option of requiring that any residual urine that will not be sent for analysis is discarded in full view of the Athlete.

ANNEX E:

Collection of blood samples

Objectives

- E.1** To collect an Athlete's blood Sample in a manner that ensures:
- consistency with relevant principles of internationally recognized standard precautions in healthcare settings so that the health and safety of the Athlete and Sample Collection Personnel are not compromised;
 - the Sample is of a quality and quantity that meets the relevant analytical guidelines;
 - the Sample has not been manipulated, substituted, contaminated or otherwise tampered with in any way;
 - the Sample is clearly and accurately identified; and
 - the Sample is securely sealed.

Scope

- E.2** The collection of a blood Sample begins with ensuring the Athlete is informed of the Sample collection requirements and ends with properly storing the Sample prior to dispatch for analysis at the WADA-accredited laboratory.

Responsibilities

- E.3** The DCO has the responsibility for ensuring that:
- each Sample is properly collected, identified and sealed;
 - all Samples have been properly stored and dispatched in accordance with the relevant analytical guidelines.
- E.4** The Blood Collection Officer has the responsibility for collecting the blood Sample, answering related questions during the provision of the Sample, and proper disposal of used blood sampling equipment not required for completing the Sample Collection Session.

Requirements

- E.5** Procedures involving blood shall be consistent with the local standards and regulatory requirements regarding precautions in healthcare settings.
- E.6** Blood Sample Collection Equipment shall consist of (a) a single Sample tube for blood profiling purposes; or (b) both an A and a B Sample tube for blood analysis; or (c) as otherwise specified by the relevant laboratory.
- E.7** The DCO shall ensure that the Athlete is informed of the requirements of the Sample collection, including any modifications as provided for in Annex B: Modifications for Athletes with Disabilities.
- E.8** The DCO/Chaperone and Athlete shall proceed to the area where the Sample will be provided.
- E.9** The DCO shall ensure the Athlete is offered comfortable conditions in accordance with the WADA Guidelines for Blood Sample Collection, prior to providing a Sample.
- E.10** The DCO shall instruct the Athlete to select the Sample collection kit/s required for collecting the Sample and to check that the selected equipment has not been tampered with and the seals are intact. If the Athlete is not satisfied with a selected kit, he/she may select another. If the Athlete is not satisfied with any kits and no others are available, this shall be recorded by the DCO.
- E.11** If the DCO does not agree with the Athlete that all of the available kits are unsatisfactory, the DCO shall instruct the Athlete to proceed with the Sample Collection Session. If the DCO agrees with the Athlete that all available kits are unsatisfactory, the DCO shall terminate the collection of the Athlete's blood Sample and this shall be recorded by the DCO.
- E.12** When a Sample collection kit has been selected, the DCO and the Athlete shall check that all code numbers match and that this code number is recorded accurately by the DCO. If the Athlete or DCO finds that the numbers are not the same, the DCO shall instruct the Athlete to choose another kit. The DCO shall record the matter.

- E.13** The Blood Collection Officer shall clean the skin with a sterile disinfectant wipe or swab in a location unlikely to adversely affect the Athlete or his/her performance and, if required, apply a tourniquet. The Blood Collection Officer shall take the blood Sample from a superficial vein into the tube. The tourniquet, if applied, shall be immediately removed after the venipuncture has been made.
- E.14** The amount of blood removed shall be adequate to satisfy the relevant analytical requirements for the Sample analysis to be performed.
- E.15** If the amount of blood that can be removed from the Athlete at the first attempt is insufficient, the Blood Collection Officer shall repeat the procedure. Maximum attempts shall be three. Should all attempts fail, then the Blood Collection Officer shall inform the DCO. The DCO shall terminate the collection of the blood Sample and record this and the reasons for terminating the collection.
- E.16** The Blood Collection Officer shall apply a dressing to the puncture site/s.
- E.17** The Blood Collection Officer shall dispose of used blood sampling equipment not required for completing the Sample Collection Session in accordance with the required local standards for handling blood.
- E.18** If the Sample requires further on-site processing, such as centrifugation or separation of serum, the Athlete shall remain to observe the Sample until final sealing in a secure, tamper-evident kit.
- E.19** The Athlete shall seal his/her Sample into the Sample collection kit as directed by the DCO. In full view of the Athlete, the DCO shall check that the sealing is satisfactory.
- E.20** The sealed Sample shall be stored in a manner that protects its integrity, identity and security prior to transport from the Doping Control Station to the WADA-accredited laboratory.
- E.21** The WADA Guidelines for blood Sample collection shall be a further source of information for blood collection and Testing.

ANNEX F: Urine samples – insufficient volume

Objective

- F.1** To ensure that where a Suitable Volume of Urine for Analysis is not provided, appropriate procedures are followed.

Scope

- F.2** The procedure begins with informing the Athlete that the Sample is not a Suitable Volume of Urine for Analysis and ends with the provision of a Sample of sufficient volume.

Responsibility

- F.3** The DCO has the responsibility for declaring the Sample volume insufficient and for collecting the additional Sample(s) to obtain a combined Sample of sufficient volume.

Requirements

- F.4** If the Sample collected is of insufficient volume, the DCO shall inform the Athlete that a further Sample shall be collected to meet the Suitable Volume of Urine for Analysis requirements.
- F.5** The DCO shall instruct the Athlete to select partial Sample Collection Equipment in accordance with Procedure D.7 of Annex D: Collection of Urine Samples.
- F.6** The DCO shall then instruct the Athlete to open the relevant equipment, pour the insufficient Sample into the container and seal it as directed by the DCO. The DCO shall check, in full view of the Athlete, that the container has been properly sealed.

- F.7** The DCO and the Athlete shall check that the equipment code number, and the volume and identity of the insufficient Sample are recorded accurately by the DCO. Either the Athlete or the DCO shall retain control of the sealed partial Sample.
- F.8** While waiting to provide an additional Sample, the Athlete shall remain under continuous observation and be given the opportunity to hydrate.
- F.9** When the Athlete is able to provide an additional Sample, the procedures for collection of the Sample shall be repeated as prescribed in Annex D: Collection of Urine Samples, until a sufficient volume of urine will be achieved by combining the initial and additional Sample(s).
- F.10** When the DCO is satisfied that the requirements for Suitable Volume of Urine for Analysis have been met, the DCO and Athlete shall check the integrity of the seal(s) on the partial Sample container(s) containing the previously provided insufficient Sample(s). Any irregularity with the integrity of the seal(s) will be recorded by the DCO and investigated according to Annex A: Investigating a Possible Failure to Comply.
- F.11** The DCO shall then direct the Athlete to break the seal(s) and combine the Samples, ensuring that additional Samples are added sequentially to the first entire Sample collected until, as a minimum, the requirement for Suitable Volume of Urine for Analysis is met.
- F.12** The DCO and Athlete shall then continue with the appropriate sections of Annex D: Collection of Urine Samples.
- F.13** The DCO shall check the residual urine to ensure that it meets the requirement for Suitable Volume of Urine for Analysis.
- F.14** Urine should only be discarded when both the A and B containers have been filled to capacity in accordance with Procedure D.19. The Suitable Volume of Urine for Analysis shall be viewed as an absolute minimum.

ANNEX G: Urine samples that do not meet the requirement for suitable specific gravity for analysis

Objective

- G.1** To ensure that when the urine Sample does not meet the requirement for Suitable Specific Gravity for Analysis, appropriate procedures are followed.

Scope

- G.2** The procedure begins with the DCO informing the Athlete that a further Sample is required and ends with the collection of a Sample that meets the requirements for Suitable Specific Gravity for Analysis, or appropriate follow-up action by the IPC if required.

Responsibility

- G.3** SOCHI 2014 is responsible for establishing procedures to ensure that a suitable Sample is collected. If the original Sample collected does not meet the requirements for Suitable Specific Gravity for Analysis, the DCO is responsible for collecting additional Samples until a suitable Sample is obtained.

Requirements

- G.4** The DCO shall determine that the requirements for Suitable Specific Gravity for Analysis have not been met.
- G.5** The DCO shall inform the Athlete that he/she is required to provide a further Sample.
- G.6** While waiting to provide additional Samples, the Athlete shall remain under continuous observation.

- G.7** The Athlete shall be encouraged not to hydrate excessively, since this may delay the production of a suitable Sample.
- G.8** When the Athlete is able to provide an additional Sample, the DCO shall repeat the procedures for collection of the Sample as prescribed in Annex D: Collection of Urine Samples.
- G.9** The DCO should continue to collect additional Samples until the requirement for Suitable Specific Gravity for Analysis is met, or until the DCO determines that there are exceptional circumstances which mean that for logistical reasons it is impossible to continue with the Sample Collection Session. Such exceptional circumstances shall be documented accordingly by the DCO.
- G.10** In accordance with G.9, given the logistical nature of the Games it would typically be impossible to collect more than two (2) Samples from Athletes during one Doping Control session. As such, the IPC will typically require Athletes to provide one (1) additional Sample in the event the Athlete's Sample does not meet the requirements for Suitable Specific Gravity for Analysis.
- G.11** The DCO shall record that the Samples collected belong to a single Athlete and the order in which the Samples were provided.
- G.12** The DCO shall then continue with the Sample Collection Session in accordance with appropriate sections of Annex D: Collection of Urine Samples.
- G.13** If it is determined that none of the Athlete's Samples meets the requirement for Suitable Specific Gravity for Analysis and the DCO determines that for logistical reasons it is impossible to continue with the Sample Collection Session, the DCO may end the Sample Collection Session. In such circumstances, if appropriate, the IPC may investigate a possible anti-doping rule violation.
- G.14** The DCO shall send to the WADA-accredited laboratory for analysis all Samples which were collected, irrespective of whether or not they meet the requirements for Suitable Specific gravity for Analysis.
- G.15** The WADA-accredited laboratory shall, in conjunction with the IPC, determine which Samples shall be analyzed.

ANNEX H: Sample collection personnel requirements

Objective

- H.1** To ensure that Sample Collection Personnel have no conflict of interest and have adequate qualifications and experience to conduct Sample Collection Sessions.

Scope

- H.2** Sample Collection Personnel requirements start with the development of the necessary competencies for Sample Collection Personnel and ends with the provision of identifiable accreditation.

Responsibility

- H.3** SOCHI 2014 has the responsibility for all activities defined in this Annex H.

Requirements – Qualifications and Training

- H.4** SOCHI 2014 shall determine the necessary competence and qualification requirements for the positions of DCO, Chaperone and Blood Collection Officer. SOCHI 2014 shall develop duty statements for all Sample Collection Personnel that outline their respective responsibilities. As a minimum:
- a) Sample Collection Personnel shall not be Minors; and
 - b) Blood Collection Officers shall have adequate qualifications and practical skills required to perform blood collection from a vein.



H.5 SOCHI 2014 shall ensure that Sample Collection Personnel that have an interest in the outcome of the collection or Testing of a Sample from any Athlete who might provide a Sample at a session are not appointed to that Sample Collection Session. Sample Collection Personnel are deemed to have an interest in the collection of a Sample if they are:

- a) involved in the planning of the sport for which Testing is being conducted; or
- b) related to, or involved in, the personal affairs of any Athlete who might provide a Sample at that session.

H.6 SOCHI 2014 shall ensure that Sample Collection Personnel are adequately qualified and trained to carry out their duties.

H.7 The training program for Blood Collection Officers as a minimum shall include studies of all relevant requirements of the Testing process and familiarization with relevant standard precautions in healthcare settings.

H.8 The training program for DCOs as a minimum shall include:

- a) comprehensive theoretical training in different types of Testing activities relevant to the DCO position;
- b) observation of all Sample collection activities related to requirements in these Technical Procedures for Doping Control preferably on site; and
- c) the satisfactory performance of one complete Sample Collection Session on site under observation by a qualified DCO, or similar. The requirement related to the actual passing of Sample shall not be included in the on-site observations.

H.9 As a prerequisite to join the SOCHI 2014 anti-doping program as a Doping Control Officer, the individual must already be a certified Doping Control Officer in good standing with a National Anti-Doping Organization.

H.10 The training program for Chaperones shall include studies of all relevant requirements of the Sample collection process.

H.11 SOCHI 2014 shall maintain records of education, training, skills and experience.

Requirements – Accreditation, re-accreditation and delegation

H.10 SOCHI 2014 shall accredit and re-accredit Sample Collection Personnel.

H.11 SOCHI 2014 shall ensure that Sample Collection Personnel have completed the training program and are familiar with the requirements in these rules before granting accreditation.

H.12 Accreditation shall only be valid for the duration of the Paralympic Games.

H.13 Only Sample Collection Personnel that have an accreditation recognized by SOCHI 2014 shall be authorized by SOCHI 2014 to conduct Sample collection activities on behalf of the IPC.

H.14 DCOs may personally perform any activities involved in the Sample Collection Session, with the exception of blood collection, or they may direct a Chaperone to perform specified activities that fall within the scope of the Chaperone's authorized duties.



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