

Inas anti-doping procedures

“Whereabouts” information



The information below aims to answer questions about Inas Whereabouts procedures and should be read in conjunction with the information available on the Inas and WADA websites.

‘Whereabouts’ is an important component of out-of-competition anti-doping procedures and is mandatory for athletes who appear on the Inas ‘Registered Testing Pool’ – the list of athletes (published annually) who must complete out of competition tests and also submit information about their living, training and competition calendar.

1. Who can be tested out-of-competition?

Any athlete who appears on the Inas Master List is subject to the anti-doping rules of the organization. Inas is also required to identify a small number of athletes each year to appear on its Registered Testing Pool (RTP) – details of how Inas’ identifies athletes for its RTP can be found in the anti-doping policy. Athletes within the RTP are required to provide whereabouts information for out-of-competition testing.

If you selected for inclusion in the RTP, Inas will inform you and give you instructions on how you to provide this information. You should also speak to your national Inas member organization for help.

2. Whereabouts Information

If you have been selected by Inas to the Registered Testing Pool (RTP), then you will be required to provide quarterly “whereabouts” information. This is so that Inas or its appointed testing agency can find you for out-of-competition testing at no advance notice.

Inas uses the Anti-Doping Administration and Management System (ADAMS) to facilitate this. Whereabouts information should be submitted quarterly:

<i>Period</i>		<i>Deadline</i>
April 2014 - June 2014	(First Quarter)	31 March 2014
July 2014 - September 2014	(Second Quarter)	30 June 2014
October 2014 - December 2014	(Third Quarter)	30 September 2014
January 2015 - March 2015	(Last Quarter)	31 December 2014

Whereabouts information should contain the following:

- a) For each day one specific 60 minute time slot between 6am and 11pm where you will be available for testing at a specified location.

- i. You **must** ensure this information is correct at all times. If you cannot be located at the venue specified for your 60 minute slot you may receive a Missed Test.
 - i. If your 60 minute time-slot changes you can update it by email or phone up to 1 minute before the 60 minute slot begins. However if you cancel the slot you must immediately submit an alternative slot for that same day or you may receive a Filing Failure.
- b) The full address of the place where you will be residing (eg home, temporary lodgings, hotel etc)
 - i. You are not required to provide the times you will be at this venue but you must provide details of where you will reside each day.
 - ii. You should update your Whereabouts information if your regular place of residence changes. This needs to be done through ADAMS as soon as you know of the change.
- c) Your competition schedule, including exact dates, times and locations of all events you are registered to participate in.
 - ii. You are required to provide a 60 minute slot on every day of the year which includes your In-Competition period.
 - iii. Remember if you leave the competition earlier or later than expected you must update your Whereabouts.
- d) The name and address of each location where you will train, work or conduct any other regular activity as well as the usual timeframes for these regular activities.
 - i. You are not required to provide any last minute updates to your regular activities when there is an occasional change in your schedule, for example if you do not attend a regular activity on one day. This does not apply if your 60 minute slot falls within this activity.
 - ii. You will not be subject to a Missed Test if you are not available at your regular location (unless this is also your 60 minute slot) however, submitting incomplete or inaccurate information may result in a Filing Failure.

In addition, it is also your responsibility to:

- a) Provide a complete mailing address (including postcode) to enable Inas or its appointed testing agency to contact you for notification purposes. This is essential so you can be notified of Filing Failures or Missed Tests.
- b) Provide sufficient information for a Doping Control Officer (DCO) or Chaperone to find you at your specified locations.
- c) Details of your disability on ADAMS to assist with planning and conducting testing.

3. Team Sports

The same rules apply to athletes who are part of a team as those for individual athletes.

Both individual athletes and those forming part of a team may choose to delegate the tasks of submitting some, or all of their Whereabouts information to their coach, club or governing body. Your team may upload Whereabouts information when you are with the team and when you are not participating in group activities, for example in and out of

season. However, you must be aware that you are ultimately responsible for making accurate and complete Whereabouts Filings.

4. Whereabouts Failures

A Whereabouts Failure is a violation of requirements relating to your availability for out-of-competition testing. There are two ways of incurring a Whereabouts Failure:

- a) Filing Failures
- b) Missed Tests.

Any combination of three Missed Tests and/or Filing Failures within an eighteen month period may result in a period of ineligibility of between one and two years from your sport.

5. Missed Tests

A Missed Test may be issued if a Doping Control Officer is unable to locate you at your given location within your 60 minute slot as specified on ADAMS.

Following a failed attempt to test you at such a time and location:

- a) The officer will submit a report to Inas regarding the efforts made to locate you.
- b) Inas will conduct a full audit trail of the Whereabouts information you provided and examine if any last minute changes were submitted.
- c) If Inas find there is a reasonable basis for deeming this as a failure to be available for testing you will be notified by Inas of a 'Missed Test'.
- d) Upon notification of a Missed Test, you will be invited to provide a written explanation as to why you were not available.
- e) Athletes have the right to request a review of each Missed Test or Filing Failure.

6. Filing Failures

The following action may constitute a Filing Failure:

- a) If you have not provided or updated your Whereabouts information (with your residential information, 60 minute slot, regular activities and competition schedule) for the forthcoming quarter by the first day of that quarter.
- b) If you supply Whereabouts information which is considered insufficient to find you at your specified location.
- c) Submitting incorrect or deliberately misleading Whereabouts information.

Inas may send you reminders about your responsibility to provide Whereabouts information, however you will **NOT** be issued with any warnings before you are notified of a possible Filing Failure.

7. Testing at a time not specified on your Whereabouts information

Inas may not always attempt to test you on a day, at a time or a location you have specified on your Athlete Whereabouts information.

This means that you may be tested anytime and anywhere.

If a Doping Control Officer officially notifies you of your selection for a test at a time not specified on your Athlete Whereabouts information; you are required to submit to Doping Control.

A refusal to submit to testing or failure to comply may result in an Anti-Doping Rule Violation.

8. What if I need to change my Athlete Whereabouts information?

You can change your Athlete Whereabouts information up to one minute before your specified 60 minute slot commences, by emailing antidoping@inas.org