



IAAF Advisory Note

(Last updated March 2009)

Dear Athlete,

Re: Important Changes to the rules for Whereabouts Information in 2009

Please find below some useful information on the new IAAF Whereabouts Requirements which are now in place as of 1 January 2009 and which have substantially changed from the previous rules.

There is a large amount of information included; however these details are **vital** for you as an athlete. So we kindly ask you to take the time to read everything that is included – and to get back to us with any questions you may have.

- The IAAF has asked your Member Federation to translate this important document into your language. Please check with them for the translation.
- If you are a Manager/Coach reading this information – it is crucial that it is also explained and passed directly to your athletes so they understand in full.

Below we hope to give you an overview of the following items;

- 1) What details are now mandatory on the Athlete Whereabouts Forms?
- 2) The Rules: How does the new “Missed Test” policy work?
- 3) Frequently Asked Questions
- 4) Where to get further information / how to submit your whereabouts information

1) What details are now mandatory on the Athlete Whereabouts Forms?

- The main change is that you are now required to include on your Whereabouts Forms – a 60-minute time slot – for each day (7 days a week) of the next quarter (eg Jan-Mar 09), and to update/correct this information as often as required.

Important: This 60-minute time slot is very important as it is the information that you will be held accountable for and you can only receive a “Missed Test” if the Doping Control Officer fails to locate you for an un-announced out-of-competition test within this time slot. For more information on this see section 4 on the Missed Test policy.

- The location for this 60-minute time slot is your choice. It may be at a training venue, at your home address, or any other location that you are happy to be tested at – as long as it can easily be located by a testing official. The one hour period must fall between 06:00 and 23:00.
- The IAAF strongly suggests that you identify your 60-minute time slot at a regular location that will rarely change. For this reason we find that for many athletes it is easiest to provide their home address and a time period that is either early in the morning (eg 07:00-08:00) or later in the evening (eg 20:00-21:00). In this way they will always be there, or if not, will remember to update their details.
- This 60-minute time slot is very important, as well as being mandatory, as it is what will be taken into account when you are evaluated for a Missed Test (see more information below).

Important: You must update this 60-minute time slot whenever your plans change. If you do not update your details you risk a Missed Test.

- Please remember that you must provide a 60-minute time slot for each day of the week – you do not have the possibility to designate your 60-minute time slot as 22:00-23:00 and then cancel it at the last minute, and therefore have no time slot for that day.

What other information is mandatory?

- You must also include the address and details of your accommodation – both your home address and also any temporary accommodation while you are travelling.
- You must provide details of your regular training activities (times and locations) or any temporary training details.
 - This information about your regular training or locations should be kept updated – however if for some reason you will be away from this location only for one or two days, then this is not required to be updated to the IAAF (although it will always help if you do!)

Important: your Whereabouts Forms will only be complete and accepted when it includes ALL of the following information

- 1) Your regular accommodation details – with exact address
- 2) Your regular training details
- 3) Details of any temporary training or accommodation during the Quarter
- 4) Details of any competitions you may be attending

- 5) An exact location and a 60-minute time slot for EVERY day of the Quarter

Important: For all locations you must provide sufficient information for a Doping Control Officer to find you. For example you may need to provide more detailed information on how to find your house, or provide a code for the security gate, or if you are training in a very large sporting complex give some instructions on where you will be found in that complex (eg on the track or in the changing rooms).

2) The Rules: How will the new “Whereabouts Violation” policy work?

An athlete will be deemed to have committed a doping rule violation if he/she commits 3 “Whereabouts Failures” in a rolling period of 18 months (note that this used to be 60 months but the period has been reduced to make it fairer for athletes).

- You should note that “Whereabouts Failures” can be combined by Anti-Doping organisations. Therefore if you receive 1 whereabouts violation through your National Anti-Doping Agency, and 2 through the IAAF, you will be deemed to have committed a doping rule violation.

What will be considered as a Whereabouts Failure?

There are now two possible situations;

1) Filing Failure

A failure by the *Athlete* (or by a third party to whom the *Athlete* has delegated this task) to make an accurate and complete Whereabouts Filing in accordance with the IAAF rules and deadlines provided.

Note: It is possible that if the IAAF attempts to conduct testing based on details provided by the athlete (regular training, home address) and finds that these details are completely wrong/false (eg the athlete does not live at the home address provided, or the training location does not exist) – the athlete can be reported for failing to provide adequate whereabouts information. Please also note that deliberately providing misleading whereabouts to the IAAF can lead to disciplinary action against an athlete as a form of evasion or tampering with the doping control process, which are separate anti-doping rules violations under IAAF Rules.

2) Missed Test

Is defined as a failure by the *Athlete* to be available for *Testing* at the location and time specified in the 60-minute time slot identified in his/her Whereabouts Filing for the day in question.

Example: on Monday 1 January, the athlete provides a 60-minute time slot from 09:00-10:00 at his home address. The athlete also provides a training location at the local stadium between 14:00-16:00. If the Doping Control Officer attempts to test the athlete at home between 09:00-10:00 and the athlete cannot be found – then

this will be evaluated as a Missed Test. However if the DCO only attempted to test the athlete at the stadium (eg did not try to test within the 60-minute time slot) and could not find the athlete – then this would NOT be evaluated as a Missed Test.

On the contrary, you should be aware that an absence from testing at the 60-minute time slot may still be counted as a missed test even if the DCO finds you and tests you subsequently at your training site.

What attempts will the Doping Control Officer make to find me?

When a doping control officer is attempting to test you during your 60-minute time slot - he/she is required to make “reasonable attempts” based on the different types of location. This means they must do whatever is necessary at that venue to find you. For example: If you have provided your home address for one hour – the Officer should ring your door bell as well as knock on your door. They should make multiple attempts at your door (eg not just once!). Or if you are at a larger training venue, they should spend a longer amount of time looking for you and check all locations like the track, the changing room, the weight room etc.

3) Frequently Asked Questions

Why is the IAAF even asking for this information?

- Providing accurate Whereabouts Information is one of the most important ways you can help the fight against doping. It is crucial in order to conduct effective out-of-competition testing.
- The Information detailed above is made mandatory by the World Anti-Doping Code and International Standard for testing, that the IAAF is required to adopt into its Rules.
 - This also means that all other sports, and athletes in all other countries now have exactly the same rules which was not the case previously.

It is impossible to know for certain where I will be three months in advance – what should I do?

- The IAAF understands that you may not be aware of exactly where you are going to be three months in advance...this is normal!
- In this case you should provide your best estimation of where you will be during the Quarter (still including a 60-minute time slot for each day).
- You should UPDATE the IAAF as many times as needed if anything changes.

What if I am travelling to a competition – do I still need to provide a 60-minute time slot on those days?

- Yes. The IAAF needs to receive a 60-minute time slot for each day. In the case where you are travelling then we suggest that you determine this 60-minute time slot and venue either before your depart or ideally after you arrive at your destination.

- If your journey is due to take more than 24hrs - then you must contact the IAAF Whereabouts Division (details below) with the details of your travel and we will manually record a “travel day” for you.

Will I only be tested during the 60-minute time slot?

NO. It is very important to realise that the IAAF still can and will test you at anytime and anyplace. This is why it is mandatory to provide your training details and accommodation details.

However, you will not be evaluated for a “Missed Test” if the IAAF attempts testing outside the 60-minute time slot you have provided, and is unable to find you.

Can someone else such as my coach or manager update my Whereabouts for me?

Yes. You are able to delegate the authority for making Whereabouts submission and updates to another person (for example your coach or your manager). Please note – it is very important to be aware that even if someone else makes a Whereabouts submission for you –ultimately it is the athlete who is responsible and will be held accountable for that information (and the possible sanctions if it is not correct).

4) Submitting your Whereabouts and getting further information

The IAAF is now using the WADA “ADAMS” System for Online Whereabouts. The system is available in English, French, Chinese, Russian, Spanish, German and Arabic.

www.adams.wada-ama.org

This system is a secure environment with strict safety and privacy requirements to protect your confidential information. Whereabouts can be submitted directly by the athlete or by a coach or manager if you give them permission to do so on your behalf. Updates can also be made electronically or by SMS which directly update the ADAMS system.

This system has two main benefits for you as an athlete. Firstly – when you log into the system, not only can you enter your Whereabouts Information, but you can also view a list of any of your doping control tests completed by the IAAF. Secondly – your National Anti-Doping Organisation can also access your Whereabouts, so you should only have to submit this information once (instead of having to send it to two different organisations!).

The IAAF will provide more information on the ADAMS system directly to you on a separate information sheet or by email if you are a member of the current IAAF Registered Testing Pool.

If you have any questions on the information provided above, you should contact the IAAF Athlete Whereabouts Manager, Mrs Jane Boulter-Davies and/or Mr. Ismael el Kosht on the details below

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