

# ORGANIZERS CHECKLIST

## CADF Anti-doping Controls



The organizers have to provide the following:	Provided Yes / No
<b>1. For the DCO</b>	
- <b>Single hotel room</b> with breakfast	
- <b>Independant mean of transportation</b> during the event for the DCO	
- <b>Pick-up</b> to and from the airport or train station	
<b>2. Transport of Samples to a WADA accredited laboratory</b>	
- <b>Organised</b> with a reliable courier company or member of staff	
- <b>Transport</b> planned as soon as practicable and wherever possible on the day of collection	
- <b>Customs or authorisation</b> paperwork prepared	
<b>3. Accreditation</b>	
The DCO and the chaperons have appropriate accreditation to have access to all areas of the venue without any restrictions.	
<b>4. Doping Control Personnel</b>	
- <b>Male or Female</b> doctor or nurse: assigned solely for the anti-doping controls (not assigned to the medical infrastructure of the race)	
- <b>Chaperons:</b> one chaperon per rider to be tested (must be of the same gender as the rider)	
- <b>Assistant:</b> to assist the DCO before and during the event and act as the liaison with the organizers	
<b>5. Doping Control Equipment</b>	
- <b>Urine kits:</b> (Berlinger) urine collection vessels and sealed A&B bottles (1.5 times the number of tests)	
- <b>Partial sample kits:</b> (Berlinger) 1.5 times the number of tests	
- <b>Sign posts:</b> for direction from finish line to doping control station	
<b>Note:</b> CADF forms are provided by the DCO	
<b>6. Doping Control Station</b>	
- <b>Located</b> in the immediate vicinity of the finish line	
- <b>Clearly</b> signposted from the finish line	
- <b>Privacy</b> of the riders is respected	
- Heated, large enough, solely used for anti-doping purposes and includes three separate areas:	
<b>1. Waiting room:</b>	
- Ventilation or open window	
- Sealed drinks – Mineral water, soft drinks	
- Comfortable seats (10) and table	
- TV (for DCO to see results and select riders for testing)	
- Rubbish bin (garbage can)	
<b>2. Lavatories:</b>	
- Toilets	
- Large enough, as Doctor (nurse) needs to witness the passing of the sample	
- Equipped with running water, soap and towels	
- Mirror on the wall behind the toilets in order to facilitate the witnessing of the Doctor (nurse)	
<b>3. Processing Areas - Administration room</b>	
- Ventilation or open window	
- Desk	
- Chairs (4)	
- Communication system (telephone and/or radio)	
- Fridge to keep samples cool before their transport - with a lock	
- Packaging, adhesive tape, address labels to send the kits	
- Rubbish bin (garbage can)	
- Power points (electrical outlet)	
- Envelopes (A4)	
<b>Note:</b> 2 processing rooms and 2 lavatories have been planned as more than one DCO is designated	
<b>Contact:</b>	
Angeline Turin In-Competition Testing Coordinator / Coordinatrice Contrôles En Compétition Cycling Anti-Doping Foundation (CADF) CH - 1860 Aigle Tel : +41 24 468 59 05 / Mobile: +41 76 446 97 21 / Fax : +41 24 468 59 14 / angeline.turin@cadf.ch	