

## ORGANIZERS GUIDE

### Anti-doping Controls

#### 1. Introduction

UCI International Events are submitted to anti-doping controls according to the UCI Anti-doping Rules. The Cycling Anti-Doping Foundation (CADF), entity mainly in charge of the implementation of the UCI's anti-doping program, will appoint 1 or more Doping Control Officers (DCO) depending on the discipline (please refer to CADF's confirmations).

CADF will be responsible for the cost of the DCO's daily allowances and travel arrangement to the event. All costs related to accommodation (single hotel room with breakfast) and transport during the event for the DCO, are borne by the organizer (e.g., pick-up to and from the airport or train station, transport from the hotel to the venue, etc...). Note that the DCO may need to conduct tests outside the finish line; as such, the DCO will need to have a means of transportation available that will allow him/her to carry out his/her duties. For this, the provision to the DCO of a car (with driver or rental car) is usually the most practical solution.

The costs of the transport of the samples to an approved World Anti Doping Agency (WADA) laboratory and the analyses of these samples are also borne by the organizer.

- Transport of samples: you shall assist the DCO with the transport of the samples with a courier company to the WADA accredited laboratory. Transport can also be done by one of your staff member whenever possible.
- Laboratory: here is the list of WADA accredited laboratories around the world <https://www.wada-ama.org/en/what-we-do/science-medical/laboratories/accredited-laboratories>
- Accreditation: it is necessary that the DCO and the chaperons are provided with the appropriate accreditations, in order to access all areas of the venue without any restrictions.

#### 2. Sample Collection Personnel

The organizer is also responsible for all practical aspects of the controls and shall provide the DCO with the following:

- Male doctor or male nurse: a male doctor or male nurse shall be present for male participants and assigned solely for the anti-doping controls (please note this doctor cannot be the race doctor).
- Female doctor or female nurse: a female doctor or nurse shall be present for female participants and assigned solely for the anti-doping controls (please note this doctor cannot be the race doctor).
- Chaperons: one chaperon per rider to be tested (shall be of the same gender as the rider).
- Assistant: is required to assist the DCO before and during the event and act as the liaison with the organizer.

### 3. Doping Control Equipment

The following material is required:

- Urine kits: (Berlinger) urine collection vessels and sealed A&B bottles – in sufficient quantities (1.5 times the number of tests planned).\*
- Partial sample kits: (Berlinger) 1.5 times the number of tests planned.\*

The contact details of the company Berlinger where the organizer can order the urine and partial kits are the following:



Berlinger Special AG  
Mitteldorfstrasse 2  
CH-9608 Ganterschwil  
Switzerland

tel +41 (71) 982 88 11  
fax +41 (71) 982 88 39  
[info@berlinger.com](mailto:info@berlinger.com)  
[www.berlinger.ch](http://www.berlinger.ch)

*See pictures of kits below for more details*

- CADF forms: are provided by the CADF DCO.
- Sign posts for direction from finish line to doping control station. A rider must be able to find the doping control station it on his/her own.
- A place and a board must be available at the finish line to display the list of riders selected to undergo testing.

\* To find out the number of tests required please refer to the instructions of CADF.

### 4. Doping Control Station

The doping control station shall be equipped in such a way to facilitate the running of the controls, be located in the immediate vicinity of the finish line and shall be clearly signposted from the finish line. A rider must be able to find the doping control station it on his/her own. Privacy of the riders shall be respected. The organizer shall designate an official to monitor the entrance to the doping control station, and only allow people involved in doping controls to enter. The doping control station should be lockable.

The doping control station shall be heated or climatized, large enough, solely used for anti-doping purposes and shall include three separate areas: a waiting room, a processing area (where the DCO, Doctor/Nurse and the rider can complete and sign the necessary forms) including lavatories in it for the passing of the sample:

#### 1. Waiting room (20-25m<sup>2</sup>):

- Ventilation or open window
- Sealed and refrigerated drinks – Mineral water, soft drinks
- Comfortable seats (10)
- Table

- TV (for DCO to see results and select riders for testing)
- Rubbish bin (garbage can)

## 2. Lavatories:

- Toilets
- Large enough to accommodate the Doctor (nurse) who witnesses the passing of the sample
- Equipped with running water, soap and hand towels
- Mirror on the wall behind the toilets in order to facilitate the witnessing of the Doctor (nurse)

## 3. Processing Areas - Administration room

- Ventilation or open window
- Desk
- Chairs (4)
- Communication system (telephone and/or radio)
- Refrigerator 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)

**Note: 1 processing room including lavatory is necessary per DCO (see examples below for more details).**

The CADF will also notify your National Federation. But, we would like to remind you that you have to contact your National Federation, as it is their responsibility to assist you with the practical aspects of the organization of the post-competition controls, and therefore of the obligations mentioned above.

## **5. General Information**

- Controls will be conducted under the 2015 Anti-Doping Rules of the UCI and CADF procedures and instructions.
- Riders selected for anti-doping can be identified on a list by their race number or their ranking. If applicable, the list will be posted at the finish line and at the entrance of the doping control station immediately after the race.
- The riders selected for the controls will be notified by a chaperon; the notified rider shall remain within sight of the chaperon at all times from the moment of in-person notification until the completion of the sample collection procedure. Team officials should not prevent the chaperon to continuously observe the rider. Should no chaperone be present, the rider shall proceed immediately to the doping control station. The absence of a chaperone shall not excuse the rider for not reporting in time to the doping control station. If the award ceremony takes place immediately after the event, a rider needing to go to the award ceremony will be escorted first to the award ceremony area, then to the press conference and finally to the doping control station.
- Each rider to be tested must present himself at the doping control station as soon as possible and at the latest within 30 (thirty) minutes of finishing the race. If a rider takes part in an official ceremony or attends a press conference, the deadline shall be 30 (thirty) minutes of the end of the ceremony or the moment that his presence is no longer required

at the press conference, whichever is the latest. Riders that have abandoned the race shall proceed immediately to the doping control station.

- Riders must report to the doping control station with their current license; but if it has no photograph, another I.D. with a photo must be presented. Riders may be accompanied by a person of his choice and an interpreter.
- For riders that are minors, it is recommended that a team official be present with him/her from notification until completion of testing.
- Even if there are chaperons present, ultimately it is the rider's responsibility to check if they have been selected for anti-doping controls. If the rider does not attend the test, a violation of the UCI Anti-Doping Rules will be noticed and the rider could be sanctioned in accordance with these rules.

Should you require further information/clarification please do not hesitate to contact us:

Cycling Anti-Doping Foundation (CADF)  
CH - 1860 Aigle  
Tel : +41 24 468 59 11  
Fax : +41 24 468 59 14  
[contact@cadf.ch](mailto:contact@cadf.ch)

## BERLINGER KITS

1. **BEREG-KIT full set:** urine collection vessel and sealed A&B bottles - récipient de collecte d'urine et bouteilles A&B scellées



2. **Partial samples kits - Echantillons partiels**

Version : **Bavaria**



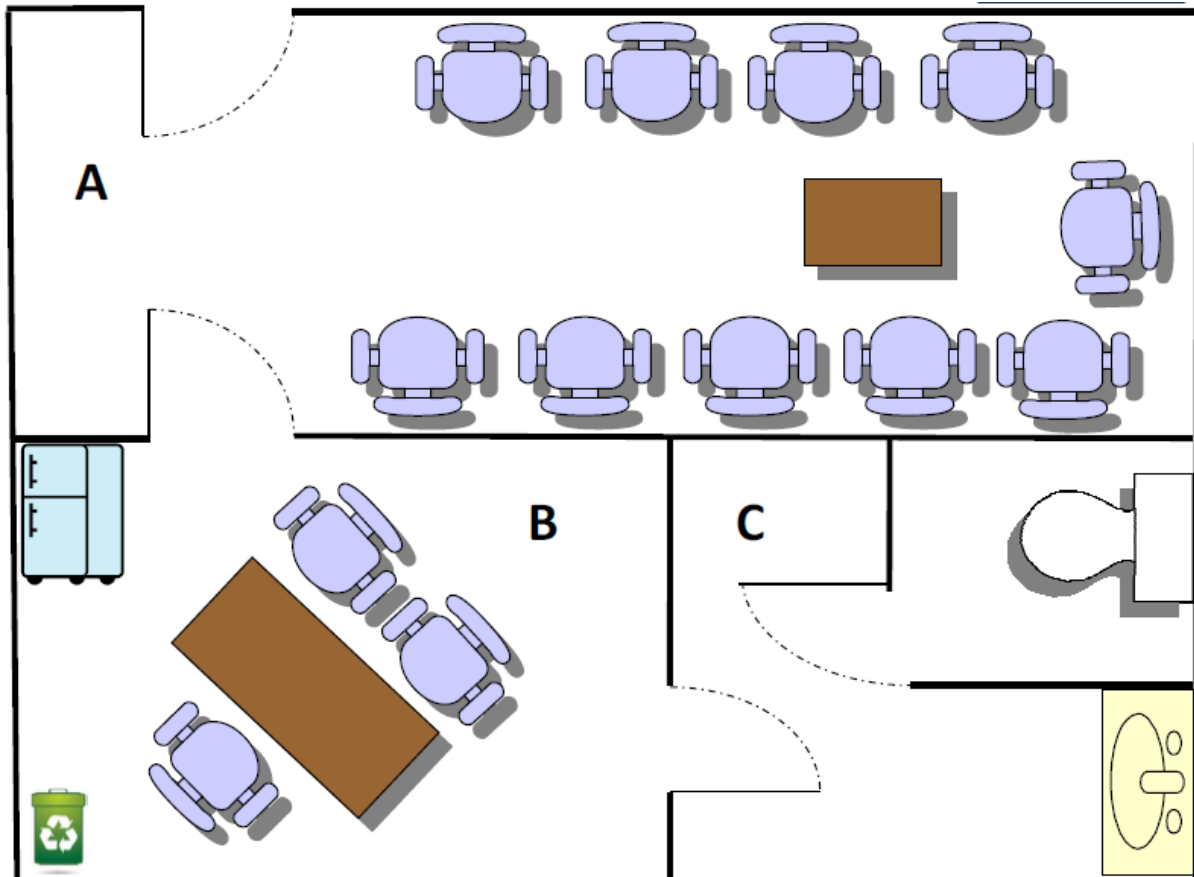
Version : **1**



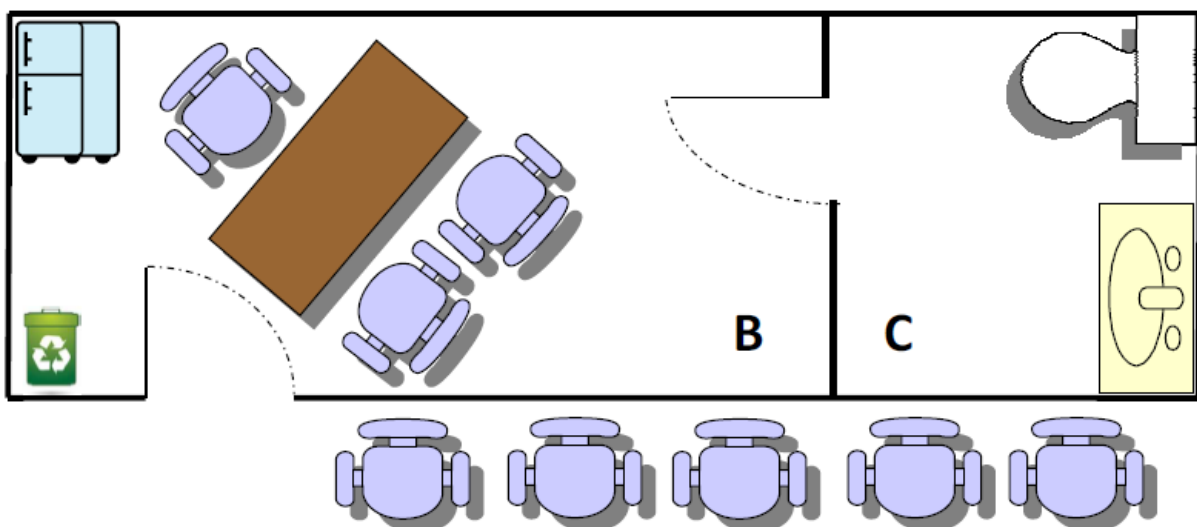
Version : **Sydney (only compatible with Styrofoam)**



## PLAN DOPING CONTROL STATION – MODÈLE POSTE DE CONTRÔLE DU DOPAGE



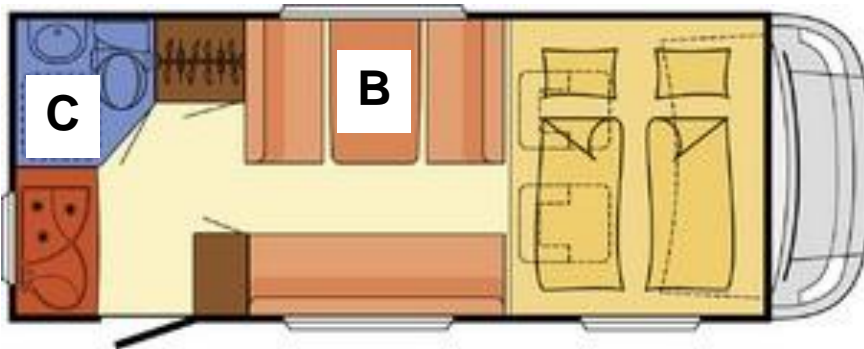
- A:** Waiting Room – Salle d'attente  
**B:** Processing Room – Zone de Contrôle\*  
**C:** Lavatory – Toilettes\*



\* When more than one DCO is designated - 2 B (processing rooms) and 2 C (lavatories) are necessary  
 \* Lorsque plus d'un ACD est désigné – 2 B (zones de contrôle) et 2 C (toilettes) sont nécessaires

## PLAN DOPING CONTROL STATION – MODÈLE POSTE DE CONTRÔLE DU DOPAGE

### Camper Van – Camping Car



- A:** Waiting Room – Salle d'attente  
**B:** Processing Room – Zone de Contrôle\*  
**C:** Lavatory – Toilettes\*



**A**

\* When more than one DCO is designated - 2 B (processing rooms) and 2 C (lavatories) are necessary  
\* Lorsque plus d'un ACD est désigné – 2 B (zones de contrôle) et 2 C (toilettes) sont nécessaires

## PLAN DOPING CONTROL STATION – MODÈLE POSTE DE CONTRÔLE DU DOPAGE

### Truck – Camion



**A:** Waiting Room – Salle d'attente

**B:** Processing Room – Zone de Contrôle\*

**C:** Lavatory – Toilettes\*



**A**



**B**

**C**

\* When more than one DCO is designated - 2 B (processing rooms) and 2 C (lavatories) are necessary

\* Lorsque plus d'un ACD est désigné – 2 B (zones de contrôle) et 2 C (toilettes) sont nécessaires