



SCHEDULE 1. DOPING CONTROL PROCEDURAL GUIDELINES

1. Doping Control Procedural Guidelines (“Guidelines”)

- (a) These Guidelines are in compliance with the WADA International Standard for Testing and should be followed as far as is reasonably practicable. However, any departure from the procedures set out in these Guidelines shall not invalidate a finding of an anti-doping rule violation unless such departure undermines the validity of such finding.

2. Doping Control Station

- (a) For In Competition Doping Control the Union or Tournament Organiser hosting the Match/Tournament shall provide a Doping Control Station.
 - (i) The Doping Control Station shall be secure and comprise of a waiting room, a processing area and a toilet (WC). The processing area shall be separate to the waiting area and should be private. The toilet should also be within the Doping Control Station.
 - (ii) The Doping Control Station shall not be shared with any other functional area supporting the Game.
 - (iii) The Doping Control Station shall be furnished to enable Sample collection to be carried out. This is the responsibility of the host Union or Tournament Organiser.
 - (iv) The Doping Control Officer (DCO), the Board or the Tournament Organiser (as the case may be) shall provide the Sample collection equipment necessary to conduct the Doping Control session.
 - (v) Security shall be provided on the entrance to the Doping Control Station or the DCO shall require a set of keys to the Doping Control Station for the duration of the Testing session.
 - (vi) No media, photography, video or recordings of any sort are permitted in the Doping Control Station while the station is in operation.

- (vii) A range of sealed, chilled non-alcoholic drinks should be available in the waiting area of the Doping Control Station to allow Players to hydrate. These drinks should also be offered to the selected Players at the time of notification.
- (viii) The host Union / Tournament Organiser shall be responsible for ensuring that the Doping Control Station is clearly identified; that the facilities are secure and clean and that the necessary furniture and fit out of the area in which Testing will take place has been provided and is acceptable. The DCO / Anti-Doping Commissioner (if present) shall review this on their arrival at the Doping Control Station.

3. Authorised Doping Control Officials

- (a) For In Competition Testing at a Match, a Sample collection Team should at a minimum consist of one DCO and four Chaperones. If additional selections or multiple Matches are taking place then a suitable number of DCOs and Chaperones should be appointed.
- (b) Chaperones must be of the same gender as those Players being tested and must be over the age of twenty one.
- (c) The DCO and the Chaperones shall carry an identification card and/or a letter authorising them to act as authorised Doping Control officials and confirming their entitlement to collect Samples from Players. Such identification should be made available to a Player when that Player is notified of his selection for a test. Chaperones are at a minimum required to carry a letter of authorisation.
- (d) The DCO, Chaperones and any Anti-Doping Commissioner shall be issued with Tournament or Match accreditation (where existing) that will grant them access to the venue(s), training grounds and to areas within the venue(s) and training grounds in which they may require access to in order to carry out their duties.
- (e) A DCO, Chaperone or Anti-Doping Commissioner who may have an interest in the outcome of the collection or Testing of a Sample from any Player who might provide a Sample at a Testing session shall not be appointed to the notification, Sample collection or Sample processing of that Player. Sample collection staff are deemed to have an interest in the collection of a Sample if they are:



- (i) Involved in the planning of the Game; or
 - (ii) Related to, or involved in the personal affairs of, any Player who might provide a Sample at that session.
- (f) All Sample collection staff shall have undertaken suitable training in relation to their role and activities of their position.
- (g) DCOs may personally perform any activities involved in the Sample collection session, with the exception of blood collection unless qualified and registered with the appropriate medical authority and appropriately experienced.

4. Selection of Players In Competition

- (a) The selection of Players for In Competition Testing may be random or targeted.

Random Selection

- (b) Using the numbered-card system or equivalent. The selection process should, ordinarily, take place within a one (1) hour time period prior to the commencement of the Match
- (c) The random selection draw of Players will take place in the Doping Control Station or in a private location.
- (d) The DCO will arrange for the random draw to be made by the two Team managers or their delegated representatives. The Anti-Doping Commissioner may also be present.
- (e) The DCO shall provide a set of cards for each Team numbered from 1 to the number corresponding to the total number of Players and replacements/substitutes participating in the Match or Tournament as appearing on the official Team sheet/Match list.
- (f) Each set of cards shall then be rearranged or shuffled and placed down as to expose only the reverse side, which does not show any number. Each Team manager shall select four cards of their own choice. On each card the Team manager shall sign and record the name of their Team. The selected cards shall be left face down so the numbers of the selected Players remains confidential.

- (g) Each Team manager shall also mark two of the four cards selected with “R1” and “R2” in addition to the Team manager’s signature and the name of their Team. These “reserve” cards may be used in the case of a selected Player being seriously injured and requiring immediate hospitalisation. For the avoidance of doubt if a selected Player is injured or is replaced for any reason prior to the start of a Match they shall remain selected for Testing unless they require immediate hospitalisation. If the Player does require immediate hospitalisation then one of the reserve selections shall be used.
- (h) At no stage are the selections, whether random or targeted, to be made known to the Team manager or any other party outside of the authorised Sample collection Team until the end of the Match. If the Team manager or his delegated representative wish to see the random selection cards drawn for their Team the Anti-Doping Commissioner or DCO shall show them the selected cards post Match.

Target Selection

- (i) The Board, host Union, Tournament Organiser or DCO shall have the right to request, without justifying the reason, that any Player undergo Testing at any time during an IRB Tournament or designated event. This may be a target selection of a Player(s) rather than using the random selection process or may be in addition to any random selection(s) made. Such target selections may also be specific to one or more Team(s). No reason is required to be provided by the Board, host Union, Tournament Organiser or DCO justifying why Target Testing is occurring for a Player(s). However, the Team manager shall ordinarily be notified by the DCO or the Anti-Doping Commissioner prior to the end of the Match that Target Testing is occurring but the identity of the targeted Players will not be advised until the end of the Match.
- (j) A Player may be subject to Doping Control on more than one occasion during any IRB Tournament or designated event or Tournament Organiser event.
- (k) Where a Player selected to undertake Doping Control is certified by the Match doctor to have been so seriously injured during the Match as to require hospitalisation, then that Team’s reserve “R” Player selected at the time of the random draw shall undertake the drug test in place of the originally selected Player.



- (l) The Match doctor shall provide a brief written report to the DCO outlining the reasons for the Players hospitalisation and his inability to provide a Sample for Doping Control.

5. Notification of Selection In Competition

- (a) The Chaperone shall be advised of their selected Player from when the Match begins. The DCO and Chaperones shall be located in a position within the Match venue where they have good vision of the selected Players during the Match.
- (b) As soon as reasonably practicable after the conclusion of the Match and in a discrete manner the Chaperones shall identify the selected Players and notify them individually that they are required to submit to Doping Control. All tests are to be conducted as No Advance Notice subject to (c) below.
- (c) The DCO or Chaperone shall consider whether a third party is required to be notified prior to the notification of the Player for example when the Player is a Minor or in situations where an interpreter is required for notification or when assistance from a third party is required to identify the selected Player.
- (d) A Player selected for Doping Control shall be handed a Doping Control form by a Chaperone confirming that the Player is required to submit to Doping Control. The Player shall acknowledge and accept notification of their selection by signing the Doping Control form as soon as the Player has read the Doping Control form.
- (e) The Chaperone shall record the time of notification.
- (f) A Chaperone shall accompany the Player selected from the time of notification until such time as the Player is handed over to the DCO in the processing area of the Doping Control Station. A Chaperone shall keep the Player under continuous, direct supervision.
- (g) Players should attend the Doping Control Station as soon as possible following notification that they have been selected for Doping Control. In any event, the Player shall arrive at the Doping Control Station as soon as they have completed their post Match activities which may consist of any activities as outlined in section 6(b) in this Schedule which must be completed within one (1) hour of being notified. The time of arrival to the Doping Control Station should be recorded by the Chaperone or DCO on the Doping Control form.

- (h) If an In Competition session cannot be completed after a Match (see definition of In Competition) the formal notification to the Player of the extension of the In Competition period up to a maximum of 24 hours shall be made in the comments section of the Doping Control form or on a supplementary form. The Doping Control Officer shall agree a time and place for Sample collection from the Player during the subsequent 24-hour period and shall record such time and place in the comments section of the Doping Control form or on a supplementary form. The Player shall acknowledge such notification and agreement by signing the appropriate form. Failure to appear for Sample collection at the agreed time and place shall constitute a breach of Regulation 21.2.3.

6. Players Rights and Responsibilities

- (a) The Player has the right to:
 - (i) Have a representative and if available an interpreter present in the Doping Control Station (except for when the Player is passing a urine Sample);
 - (ii) Request additional information about the Sample collection process;
 - (iii) Request a delay in reporting to the Doping Control Station for valid reasons which may result in the Player arriving after the initial one hour period has expired. The DCO and/or Anti-Doping Commissioner shall decide on whether to approve such request.
- (b) Under the direct supervision of a Chaperone and within one (1) hour of notification a Player may complete any of the following before arriving to the Doping Control Station:
 - (i) Attend a victory ceremony;
 - (ii) Fulfill media commitments;
 - (iii) Perform a warm-down or take an ice bath;
 - (iv) Be medically assessed and receive any necessary medical attention either in the Team change room or Match medical room;
 - (v) Attend a post-Match Team meeting in the Team change room;
 - (vi) Change out of his playing uniform;



- (vii) Locate a representative and/or interpreter;
 - (viii) Obtain the relevant personal identification;
 - (ix) Complete a training session if selected for Out of Competition Testing;
 - (x) Any other exceptional circumstances which may be justified, and which shall be documented. These may include but are not limited to the following:
 - A Player shall be permitted to take a shower for health and welfare reasons, for example due to the Player bleeding or having sustained any type of injury in which a shower would assist in the treatment of the injury or where due to the playing or training conditions the Player is cold and wet.
 - If a Player takes a shower due to the above reasons then it should be documented accordingly on the Doping Control form and the DCO/Chaperone shall inform the Player that he shall be under the direct observation of the DCO/Chaperone and shall not be permitted to pass urine in the shower or otherwise prior to providing a Sample in the Doping Control Station. Failure by the Player to adhere to this instruction may result in additional Samples being requested from the Player.
- (c) Once a Player has arrived at the Doping Control Station he shall be expected to remain until the Sample collection, Sample division and sealing procedures have been concluded and the relevant documentation completed.
- (d) The Anti-Doping Commissioner or in the event there is no Anti-Doping Commissioner present the DCO may grant permission for the Player to leave the Doping Control Station temporarily after arrival to perform one of the above activities listed in (b) but only if the Player;
- (i) Identifies the purpose of their request to leave the Doping Control Station;
 - (ii) Returns to the Doping Control Station within the specified time allocated;
 - (iii) Is continuously chaperoned and kept under direct observation during any temporary permitted departure from the Doping Control Station; and



- (iv) Does not urinate during this permitted absence period.
- (e) Where Team meetings occur within the one (1) hour notification period that require the presence of the selected Players, it shall be a requirement that each Player's Chaperone is present at the Team meeting to ensure the selected Players are kept under direct observation. Any Person who restricts the DCO or Chaperone from gaining entry to the Team changing room or meeting room to notify or escort a selected Player for the purposes of Doping Control may be in breach of these Regulations and shall be subject to disciplinary action.
- (f) It is a Player's responsibility to ensure that:
 - (i) He is aware of and complies with these Anti-Doping Regulations;
 - (ii) He remains within direct observation of the DCO/Chaperone at all times from the point of notification by the DCO/Chaperone until the completion of the Sample collection procedure;
 - (iii) He complies with the notification, Sample collection and sealing procedures;
 - (iv) The Sample he provides shall be the first Sample passed post-notification. The Player shall not pass urine in the shower or otherwise prior to providing a Sample in the Doping Control Station;
 - (v) He is aware that any food or fluids consumed prior to providing the Sample is done at the Player's own risk. The Player should avoid excessive hydration as this may have implications to the suitability of their Sample or the laboratory and may require him to provide an additional Sample(s) until the urine is within the required range of the laboratory;
 - (vi) He produces identification to identify himself. This may be by way of photo, third party or other appropriate means accepted by the DCO. In cases where the Player's identity cannot be confirmed the Board, Union, Tournament Organiser and or the DCO shall decide whether it is appropriate to follow up a possible failure to comply;



- (vii) He arrives at the Doping Control Station within one (1) hour of notification to provide his Sample. If the Player delays reporting to the Doping Control Station and arrives later than one (1) hour from the time of notification the Chaperone/DCO accompanying the Player, or avoids or attempts to avoid being kept under direct supervision of the Chaperone, the DCO shall document the reasons for the delay and any circumstances regarding the Players behaviour while being chaperoned. The DCO shall proceed to collect a Sample from the Player and may require an additional Sample to be provided by the Player or may file a potential breach of Regulation 21.2.5 based on the circumstances;
- (viii) He controls the Sample until it is sealed in the urine Sample collection kit save where he gives his representative or the DCO approval to carry out the division and sealing process;
- (ix) The sealed urine Sample collection kit is secure and the Sample kit/bottle numbers are identified correctly on the Doping Control form;
- (x) He receives a copy of the notification and/or the Doping Control form.

7. Testing of Minors

- (a) Players who are Minors may be accompanied by a representative throughout the entire Sample collection session. The Player's 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 is observing the Sample provision correctly. Even if the Minor declines a representative the DCO/Anti-Doping Commissioner shall consider whether a third party should be present during notification and/or the collection of the Sample from the Player.
- (b) Should a Minor decline to have a representative present during the Sample collection session, this should be clearly documented by the DCO on the Doping Control form. Such decline does not invalidate the test. If a Minor declines the presence of a representative, a representative of the Sample collection Team in addition to the DCO must be present.
- (c) Should a Minor be subject to Out of Competition Testing, the preferred venue for Testing to take place is a location where the presence of an adult is most likely, e.g. training venue or Player's place of residence.

- (d) If no adult is present at the Testing of a Player Out of Competition who is a Minor, the DCO shall accommodate the Player by locating a representative in order to proceed with Testing.

8. Failure to Comply With a Request for Doping Control

- (a) If a Player refuses to sign the notification/Doping Control form confirming that he has been notified, and/or evades the notification and/or refuses to report to the Doping Control Station after notification, the Chaperone/DCO shall use his best endeavours to inform the Player of the consequences of refusing or failing to comply. If the Player still refuses after being advised of the consequences, the Chaperone should then immediately report this to the DCO/Anti-Doping Commissioner who shall use his best endeavours to further inform the Player of his obligation to submit to Doping Control and attempt to collect a Sample.
- (b) If the Player still fails or refuses to sign the notification form and/or fails to report to the Doping Control Station he shall be deemed to have failed or refused to submit to Doping Control and to have thereby committed an anti-doping rule violation.
- (c) The Chaperone shall note this on the notification or Doping Control form and sign it. The DCO will provide a written report on the actions involving the Players refusal or failure to comply. Such report and accompanying documents shall be forwarded to the Board, Union, and/or Tournament Organiser as soon as possible.
- (d) The Board, Union or Tournament Organiser shall conduct an investigation into the alleged failure to comply in accordance with Regulation 21.16.

9. Arrival at the Doping Control Station

- (a) Only the following persons shall be authorised to attend the Doping Control Station:
 - (i) The Players selected for Testing;
 - (ii) The Player's representative, if any;
 - (iii) The Players interpreter (if appropriate);
 - (iv) The Doping Control Officer;
 - (v) The Chaperones;
 - (vi) The Anti-Doping Commissioner; and
 - (vii) WADA Independent Observer.



- (b) The Player may consume fluids provided in the Doping Control Station which shall be sealed.

10. Sample Collection Equipment

- (a) Only Sample collection equipment systems which, at a minimum, meet the following criteria shall be utilised. Such equipment shall:
 - (i) Have a unique numbering system incorporated into all bottles, containers, tubes or other items used to seal the Sample;
 - (ii) Have a sealing system that is tamper evident;
 - (iii) Ensure the identity of the Player is not evident from the equipment itself; and
 - (iv) Is clean and sealed prior to use by the Player.

11. Providing a Urine Sample

- (a) The Player shall be requested to provide a minimum urine Sample of 90ml however the Player should be urged to provide a greater amount if possible.
- (b) When the Player believes that he is ready to provide a urine Sample he shall move from the waiting area to the processing area of the Doping Control Station. The DCO shall ensure that the Player is informed of the requirements of Sample collection. The Player shall be offered a choice of Sample Collection equipment. The DCO shall instruct the Player to select a sealed Sample collection vessel from a minimum of two. The Player should break the seal of the Sample collection vessel, remove and check that the vessel is clean. If the Player is not satisfied with the Sample collection vessel he may select another. If the Player is not satisfied with any of the Sample collection vessels available for selection, this shall be recorded by the DCO.

If the DCO does not agree with the Player that all of the Sample collection vessels are unsatisfactory, the DCO shall instruct the Player to proceed with the Sample collection session.

If the DCO agrees with the Player that all of the Sample collection vessels available for the selection are unsatisfactory, the DCO shall terminate the collection of the Player's urine Sample and this shall be recorded by the DCO.

The Player and the DCO shall then proceed to the toilet area. The Chaperone shall remain in the processing area with the Player's representative and/or interpreter or the Player's representative and/or interpreter shall be asked to return to the waiting room until the Player has provided his Sample if a second Sample collection Team member is not present.

- (c) No one other than the DCO and the Player shall be present in the toilet when the urine is being provided by the Player.
- (d) To ensure authenticity of the Sample, the Player shall be required to remove such items of clothing as is necessary to allow the DCO an unobstructed view of the Player urinating into the collection vessel. The DCO shall record the witnessing of the Sample in writing on the Doping Control form.
- (e) The DCO who witnesses the passing of the Sample shall be of the same gender as the Player providing the Sample.
- (f) The DCO/Chaperone should where practicable ensure that the Player thoroughly washes his hands or if hand-washing facilities do not exist is provided with surgical gloves prior to the provision of a Sample.
- (g) When the Player signifies to the DCO that he has finished providing his Sample, the Player and the DCO shall return to the processing area. The Player shall keep control of the Sample at all times until the Sample is sealed. The DCO shall keep the collection vessel in sight at all times. Additional assistance may be provided in exceptional circumstances to any Player by the Player's representative or DCO during the Sample collection session where authorised by the Player and agreed to by the DCO/Anti-Doping Commissioner.
- (h) Any behaviour by the Player and/or persons associated with the Player or anomalies with the potential to compromise the Sample collection shall be recorded in detail by the DCO. If appropriate the Board, Union or Tournament Organiser shall institute the investigation of a possible failure to comply or Tampering or Attempted Tampering with any part of Doping Control.



- (i) If there are doubts as to the origin or authenticity of the Sample, the Player shall be asked to provide an additional Sample, the DCO shall document in detail the circumstances around the refusal, and the Board, Union or Tournament Organiser shall institute a possible failure to comply.

12. Division and Sealing the Urine Sample

- (a) Upon returning to the processing area, the quantity of urine shall be measured by the DCO. If the quantity of urine is less than 90ml the partial Sample procedure set out in section 18 of this Schedule 1 shall apply.
- (b) If the collection vessel contains approximately 90ml or more of urine, the Player shall select a sealed urine Sample kit from a minimum of two. The Player should check the security of the kit prior to opening it. If there is any evidence of tampering the Player should select a new urine Sample kit. The Player will then be invited to break the security seal and remove the contents of the kit.
- (c) The following procedures must be carried out in the presence of the Player and the Player's Representative, if any, and the DCO. The Player may request that the DCO carry out the Sample division and sealing procedures. If this is the case, the DCO shall note this on the Doping Control form in the comments section.
- (d) The urine Sample kit should contain two clean bottles. One bottle shall be marked Sample "A" and one bottle Sample "B" and will contain corresponding code numbers. The Player and his representative, if any, should check that the Sample bottle codes correspond. The Sample bottle codes should also correspond to the external code number on the urine Sample kit. If either does not correspond then a new urine Sample kit should be selected. The DCO shall record the Sample number on the Doping Control form if the numbers correspond.
- (e) The Player's Sample shall then be divided between the "A" and the "B" Sample bottles. It is recommended that the "A" Sample contain approximately two thirds of the urine (a minimum of 60ml) provided and the "B" Sample contain the remaining third (a minimum of 30ml). If a large volume of urine is provided then each bottle shall be filled up to the maximum level permitted in each bottle. However, any shortfall in the amount of urine in either bottle after division shall not invalidate a test provided there is sufficient urine for the analysis to be adequately performed.



- (f) The DCO shall instruct the Player to leave a small amount of urine in the collection vessel so that the specific gravity of the Sample can be measured in accordance with section 13.
- (g) Both the “A” and “B” bottles shall be tightly sealed by the Player. The DCO shall check in full view of the Player that the “A” and “B” bottles have been properly sealed and there is no leakage.

13. Specific Gravity Test

- (a) The DCO shall test the residual urine in the collection vessel to determine if the Sample has suitable specific gravity for analysis. The specific gravity is a measure of how concentrated or dilute the Sample is.
- (b) The DCO shall measure the specific gravity of a Player’s urine using the residual volume of the urine remaining in the collection vessel after the Sample has been sealed.
- (c) The specific gravity criteria for acceptance of the Sample shall be as follows:
 - (i) not less than 1.010 - if using urine analysis strips;
 - (ii) not less than 1.005 - if using a refractometer.
- (d) If the Sample does not meet the required specifications the DCO shall inform the Player that he is required to provide a further Sample.
- (e) The Player shall remain under continuous observation while waiting to provide additional Sample(s).
- (f) The Player shall not hydrate any further as this will cause dilution which will continue to delay the production of a suitable Sample. A failure to adhere to this instruction may result in the DCO reporting attempts of Tampering with the Doping Control process.
- (g) When the Player is able to provide an additional Sample, the DCO shall repeat the procedures for collection of the Sample as outlined in section 11 of this Schedule.



- (h) The DCO should continue to collect additional Samples until the requirement for suitable specific gravity for analysis is met, or until the Anti-Doping Commissioner or 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 Anti-Doping Commissioner or DCO.
- (i) If a Player has been in the Doping Control Station for five or more hours after providing an unsuitable Sample(s), has not consumed any further liquids, has provided additional Samples but is yet to produce a suitable Sample then the DCO or Anti-Doping Commissioner may cancel the Sample collection session. If the DCO or Anti-Doping Commissioner cancels the Sample collection session then they should consider either rescheduling the test for the following day if logistically possible or target test the Player at a later date. Where the DCO or Anti-Doping Commissioner reschedules the test for the following day this should be on an In Competition basis in accordance with the procedure set out at section 5(h) in this Schedule.
- (j) The DCO shall record that the Samples collected belongs to a single Player and the order in which the Samples were provided.
- (k) If it is determined that none of the Player's Samples meets the specific gravity requirements 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 ADO may also investigate a possible anti-doping rule violation.
- (l) The DCO shall send to the laboratory for analysis all Samples which were collected, irrespective of whether or not they meet the specific gravity requirements and discuss with the laboratory the number of Samples to be analysed.
- (m) If the Player refuses to provide a further Sample(s) he should be notified that such refusal may constitute an anti-doping rule violation.

14. Residual Urine

The DCO shall ensure that the Player 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 Player.

15. Research of Urine Post Analysis by Laboratory

- (a) Prior to any research being conducted on any remaining urine once the analysis process has been completed by the laboratory the following conditions must have been met:
 - (i) The Player has given his consent for any such research to take place (such consent shall be recorded on the laboratory section of the Doping Control form) on his remaining urine once all laboratory procedures have been completed;
 - (ii) The mandatory storage time at the laboratory has expired and;
 - (iii) The removal of any identity code(s) in relation to the Sample.

16. Declaration of Medication or Other Substances

- (a) The Player shall be asked by the DCO to declare any medications or any other substance the Player has taken during the previous seven days. This declaration should be recorded on the Doping Control form by the DCO (unless the declaration is not in a language the DCO speaks in which case it shall be recorded in the Player's language by the Player or his representative).
- (b) If the Player declares more medications than the Doping Control form has space for the DCO shall record the remainder of the medications on a supplementary form and attach it to the first Doping Control form. If the Player declines to make such a declaration this should also be recorded on the Doping Control form.
- (c) The DCO shall provide the Player with the opportunity to document any concerns he may have about the way in which the Sample collection procedures were conducted. Any such comments should be recorded on the Doping Control form by the DCO or the Player. If there is insufficient space the Player may document his comment on a supplementary form which he shall sign and date. The DCO shall provide a copy of the Player's additional comments made on the supplementary form to the Player and shall attach the original to the Doping Control form.



17. Signing Off the Doping Control Form

- (a) The DCO shall ask the Player and his representative if any, to check all the information on the Doping Control form (and any supplementary form) and if satisfied both the Player and his representative, if any, should sign the form. If the Player indicates his satisfaction with the Sample collection procedures on the Doping Control form this shall amount to conclusive evidence that such procedures were conducted properly.
- (b) The DCO shall then check and sign the Doping Control form noting any irregularities or comments that he may have on the form.
- (c) The DCO shall then provide a copy of the completed Doping Control form to the Player who is then free to leave the Doping Control Station.

18. Partial Sample

- (a) If insufficient urine has been provided by a Player i.e. less than 90ml, the Player's Sample will be securely stored temporarily in a partial Sample kit by the DCO until such time as he provides further urine to meet the minimum requirements.
- (b) On returning from the toilet to the processing area the DCO shall instruct the Player to select a partial Sample kit from a minimum of two. The Player should check the security of the kit prior to opening it. If there is any evidence of tampering the Player should select a new partial Sample kit.
- (c) The Player shall then open the partial kit and check that the bottle is clean before pouring the urine from the collection vessel into the partial Sample kit bottle. The Player shall then close the bottle and seal it as directed by the DCO. The DCO shall then check in full view of the Player that the container has been properly sealed and check that there is no leakage.
- (d) The identity of the insufficient Sample shall be recorded on the Doping Control form along with the time of Sample collection, volume of urine and the Player's signature.
- (e) The Doping Control form and partial Sample shall be kept secure by the DCO until the Player is ready to provide another Sample. The Player shall return to the waiting area and remain under continuous observation by a Chaperone/DCO pending provision of his further Sample. The Player shall be given the opportunity to hydrate.



- (f) When the Player is ready to provide more urine, a new sealed collection vessel should be selected by the Player. The Player shall be advised of the amount of urine required to meet the minimum 90ml level. The Player should again provide his Sample in accordance with section 11 of this Schedule.
- (g) When the DCO is satisfied that the minimum volume have been met and before removing the seal to open the sealed partial Sample, the DCO and the Player should check the code number of the partial kit/bottle in which the Player's partial Sample is stored against the code number recorded on the Doping Control form. The Player and DCO shall ensure that the seal has not been tampered with. Any irregularity with the integrity of the seal/s will be recorded by the DCO and investigated if required.
- (h) The DCO shall then direct the Player to break the seal and combine the urine collected from the Player in the previous collection and add this urine to the subsequent collection in the collection vessel. The total volume shall be checked by the DCO to determine if the minimum requirements have been met. If the Sample is still insufficient in volume, the partial Sample sealing and recording procedures shall be repeated.
- (i) Once a combined urine volume of 90ml has been provided the standard division and sealing procedures should be followed as set out in section 12 of this Schedule.

19. Transportation of Samples to the Laboratory

- (a) The sealed Samples should be securely stored pending their dispatch to a WADA accredited laboratory (or as otherwise approved by WADA) for analysis.
- (b) All Samples shall be sent by a courier (to ensure that the Samples and related documentation will be transported in a manner that protects the integrity, identity and security of the shipment). Samples shall always be transported to the WADA accredited laboratory (or as otherwise approved by WADA), as soon as reasonably practicable after the completion of the Sample collection session.
- (c) Samples shall be transported in a manner which minimises the potential for Sample degradation due to factors such as time delays and extreme temperature variations. Refrigeration or freezing of Samples may be required prior to transport by the courier if the Samples were collected in a country that does not have regular courier services or if the laboratory where the Samples are to be analysed is a great distance away from the point of dispatch.



- (d) All Samples forwarded to WADA accredited laboratories (or as otherwise approved by WADA) shall be placed in suitable transport containers or bags. Copies of each Player's Doping Control form, which shall only contain details of the Sample code, declared medications and other relevant information for the laboratory and which does not reveal the identity of the Player shall accompany the Samples to the laboratory.
- (e) A summary of all Sample codes collected shall be recorded on the relevant document and shall also be forwarded to the WADA accredited laboratory (or as otherwise approved by WADA) with the sealed Samples.
- (f) If sending the Samples to a WADA accredited laboratory (or as otherwise approved by WADA) outside of the country of where the Samples were collected a customs declaration may be required to accompany the Samples.

20. WADA Accredited Laboratory

- (a) The Board, Union or Tournament Organiser shall ensure that the WADA accredited laboratory (or as otherwise approved by WADA) where the Samples are being analysed confirms receipt of the Samples sent, that the Samples delivered correspond with the accompanying paperwork and that there is no evidence of any tampering of the Samples. If there is any evidence of tampering then the Board, Union or Tournament Organiser shall consider whether the Sample shall be voided.
- (b) The WADA accredited laboratory (or as otherwise approved) shall proceed to analyse the "A" Sample for Prohibited Substances as per the current WADA Prohibited List

21. Result Management

- (a) If the "A" Sample returns a negative result then the WADA accredited laboratory (or as otherwise approved by WADA) shall report this to the Board, Union or Tournament Organiser (as the case may be). The Board, Union and/or Tournament Organiser shall then notify the Player's Union of the result. The Union should then notify the Player of this result.
- (b) If the "A" Sample returns an Adverse Analytical Finding then the procedures set out in the IRB Regulation 21.20 shall apply.

- (c) In line with the WADA International Standard for Laboratories the Board shall be notified of all Adverse Analytical Findings for the sport of rugby union regardless of whether the Board coordinated the Testing.

22. Out of Competition Testing

- (a) Under the Board's Out of Competition programme the Board may select any Player under membership of a Union to undergo Testing at any time or place regardless of whether that Player is part of a Registered Testing Pool or Testing Pool.
- (b) The Board may appoint a Sample collection agency to conduct Out of Competition Testing on behalf of the Board.
- (c) Such Testing shall where possible be conducted with No Advance Notice by an authorised Doping Control Official.
- (d) Out of Competition Testing may take place during a rugby football season or out-of-season and may occur at a training ground, residential accommodation or any other place where the Player is likely to be found and/or has indicated in his Whereabouts Filing.

23. Selection of Players Out of Competition

- (a) A Player may be selected for Out of Competition testing by either random selection or targeted by the Board, Member Union, Tournament Organiser or other authorised Anti-Doping Organisation.

24. Notification of Players Out of Competition

- (a) A Player shall be notified for Out of Competition Doping Control by "No Advance Notice" notification, where the DCO or Chaperone appears unannounced and notifies the selected Player in person. The selected Player is then kept under direct observation until the Sample is sealed and appropriate documentation completed. Advance notice notification, shall only occur in the most exceptional circumstances.
- (b) Where a DCO appointed by the Board to conduct No Advance Notice Out of Competition Doping Control, the DCO or Chaperone should give the Player a reasonable time to complete any activity in which he is engaged subject to the DCO's authorisation and agreed time period. Such activity should be within the DCO/ Chaperones clear and continuous view.



- (c) No Advance Notice Doping Control should commence as soon as reasonably practicable after a Player has been notified. In the case where the selected Player is participating in a Team training session, the Player may complete the session under direct view of a DCO or Chaperone before presenting for Doping Control.
- (d) The DCO shall unless advised otherwise attempt to notify the Player(s) selected for Doping Control at all their nominated whereabouts locations (prior to visiting the one hour location if the Player is in a Registered Testing Pool or during the off season or periods of injury if the Player is in the Testing Pool) in an attempt to collect a Sample. If the Player is not present at any of the nominated whereabouts locations the DCO shall attempt to discover in a reasonable and discrete manner the location of the Player without alerting the Player.
- The DCO shall stay at all locations other than the one hour location for a reasonable amount of time but no less than 30 minutes (unless reliable intelligence indicates an alternative location for the Player at that time). The DCO shall stay at the one hour location from the time of arrival until the expiry of the one hour period.
 - If the DCO is unable to locate the Player after visiting all nominated whereabouts locations and any other location that may have been obtained from reliable intelligence in the process of attempting to locate the Player then the DCO shall complete an Unsuccessful Attempt Report.
 - If the DCO is unable to locate the Player at the nominated or default one-hour location then he shall complete an Unsuccessful Attempt Report.
- (e) When a DCO makes contact with the Player who is subject to Out of Competition Doping Control he should show the Player at a minimum:
- (i) A valid form of photo identification; and
 - (ii) A letter from the Board, Union, Tournament Organiser containing the name(s) of the DCO and authorising the DCO(s) to conduct Doping Control on its behalf.
- (f) When a Chaperone makes contact with the Player who is subject to Out of Competition Doping Control he should show the Player at a minimum:
- (i) A letter from the Board, Union or Tournament Organiser authorising the Chaperone to assist with conducting Doping Control on its behalf.

- (g) Prior to undertaking the Sample collection the DCO shall request the Player to produce photo identification or satisfy himself of the identity of the Player to be tested as further outlined in section 6(f)(vi) of this Schedule.
- (h) The DCO shall make every effort to collect the urine Samples as discreetly as possible and with maximum privacy.
- (i) If the Doping Control facilities are not suitable at the location where notification took place the DCO may conduct Doping Control on the selected Player at another location. The DCO will make this decision. The Player may not leave the location where notification occurred unless the DCO permits. The Player must be accompanied by the DCO or Chaperone at all times if the testing session is to be relocated.
- (j) If the Player wishes to leave the location against the DCO's direction the DCO shall inform the Player that he is required to provide a Sample for Out of Competition Testing at the current location and outline the possible consequences of not complying with a request to provide a Sample and that it may constitute an anti-doping rule violation in accordance with the IRB Anti-Doping Regulations. If the Player still does not comply, then a failure to comply shall be recorded. The DCO shall compile a written report relating to the circumstances of the failure to comply.
- (k) In all other respects the Sample collection process shall, as far as reasonably practicable, take place in accordance with the Doping Control Procedural Guidelines for In Competition testing.

25. Collection of Blood Samples

- (a) Blood sampling may be performed prior to, after or separately to any required urine Sample collection procedure in either In Competition or Out of Competition.
- (b) The DCO shall ensure that the Player is informed of the requirements for blood Sample collection.
- (c) The DCO/Chaperone and the Player shall proceed to the area where the Sample will be provided.
- (d) The DCO or Blood Collection Official shall ensure the Player is offered as comfortable conditions as possible including being in a relaxed position for at least ten minutes prior to providing a Sample.



- (e) The DCO shall instruct the Player to choose a blood sampling kit from a selection of at least two sealed kits. Blood sampling kits shall consist of either an “A” Sample tube, or an “A” Sample tube and a “B” Sample tube (if the Sample consists solely of blood, then a “B” Sample shall be collected and used as a confirmation, if required). The DCO will instruct the Player to check that all the seals on the selected equipment are intact and that the equipment has not been tampered with. If the Player is not satisfied with a selected kit, the Player may select another. If the Player is not satisfied with any of the equipment available for selection, this fact shall be recorded by the DCO. If the DCO does not agree with the Player’s opinion that all the equipment available for selection is unsatisfactory, the DCO shall instruct the Player to proceed with the Sample collection session. If the DCO agrees with the reasons put forward by the Player that all the equipment for selection is unsatisfactory, the DCO shall terminate the collection of the Player’s blood Sample and this shall be recorded by the DCO.
- (f) When the blood Sample collection kit has been selected, the DCO and the Player shall check that all code numbers match and that this code number is accurately recorded by the DCO on the Doping Control form.
- (g) If the Player or DCO finds that the numbers are not the same, the DCO shall instruct the Player to choose another kit in accordance with section (e) above. The DCO shall record the matter.
- (h) Blood Sample collections shall only be conducted by suitably-qualified medical personnel or by a qualified phlebotomist.
- (i) The Blood Collection Official shall clean the skin with a sterile disinfectant wipe or swab in a location unlikely to adversely affect the Player or his performance and, if necessary, apply a tourniquet. The Blood Collection Official shall take the blood Sample from a superficial vein into the tube. No blood Sample shall be taken from any part of the Player's body other than from the arm or hand. The tourniquet, if applied, shall be immediately removed after the venipuncture has been made.
- (j) The amount of blood removed shall be adequate to satisfy analytical requirements for the Sample analysis to be performed.

- (k) If the amount of blood that can be removed from the Player at the first attempt is insufficient, the Blood Collection Official shall repeat the procedure. The maximum number of attempts shall be three. Should all attempts fail, then the Blood Collection Official shall inform the DCO. The DCO shall terminate the collection of the blood Sample and record this and the reasons for terminating the collection.
- (l) The Blood Collection Official shall apply a dressing to the puncture site/s.
- (m) The Blood Collection Official shall dispose of any used blood sampling equipment not required for completing the Sample Collection session in accordance with the required local standards for handling blood.
- (n) Each tube in which the blood is drawn into shall be marked with a code number. This code number should be recorded by the relevant official on the Player's Doping Control form and the Player should ensure that the code number on the tube corresponds to that entered by the official on the form. The Player shall insert the tube(s) into the Sample collection kit as directed by the DCO and then be sealed. The Player and the DCO shall check that the sealing of the kit is satisfactory.
- (o) 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 or as otherwise approved by WADA.
- (p) If the Sample requires further on-site processing, such as centrifugation or separation of serum, the Player shall remain to observe the Sample until final sealing in a secure, tamper evident kit.
- (q) Where the IRB carries out blood sampling, it may also require that the Player provides a urine Sample. If the Player refuses to provide a urine Sample, he may be deemed to have refused to submit to Doping Control and may be subject to sanctions under IRB Regulation 21.22. The urine Sample shall be collected in accordance with the guidelines provided within this Schedule.
- (r) Further procedures relating to the collection of blood Samples shall be in accordance with the WADA Models for Best Practice – Guidelines for Blood Sample Collection which can be located on the WADA website www.wada-ama.org under Models of Best Practice.