

A16 Contribute to the development and implementation of anti-doping policies and procedures in sport

Introduction

Summary

Doping is fundamentally contrary to the spirit of sport and its basic values including health, ethics, fair play and honesty. Every national governing body has an obligation to implement the World Anti-Doping Code and Framework and should have policies and procedures in place to ensure that the Code is effectively and consistently implemented.

The unit is divided into two parts. The first part describes the four things you have to do. These are:

- A16.1 Research and identify the requirements and best practice for anti-doping policies and procedures**
- A16.2 Help your organisation to develop anti-doping policies and procedures**
- A16.3 Implement policies and procedures for anti-doping**
- A16.4 Evaluate and improve policies and procedures for anti-doping**

The second part describes the knowledge and understanding you must have.

Target Group

The unit is recommended for national governing body officers with responsibility for anti-doping.

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A16.1

Research and identify requirements and best practice for anti-doping policies and procedures

The National Standard

What you must do

To meet the national standard, you must:

- 1 research and keep up-to-date with the **requirements** and recommendations for good practice from **relevant organisations**
- 2 research and identify legal requirements
- 3 identify and research models of good practice in other sports
- 4 take account of the wider international, national and local context of your sport
- 5 identify and prioritise the implications of these **requirements** and good practice for your own sport
- 6 organise and process the information you have collected so that you can help to develop anti-doping policies and procedures
- 7 clarify any uncertainties you may have concerning anti-doping **requirements** with the **relevant organisations**

What you must cover

This element covers the following:

- a relevant organisations**
 - 1 international anti-doping agencies
 - 2 national anti-doping agencies
 - 3 international federations
- b requirements**
 - 1 education
 - 2 testing pool
 - 3 testing
 - 4 therapeutic exemptions
 - 5 results management

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A16.2

Help your organisation to develop policies and procedures for anti-doping

The National Standard

What you must do

To meet the national standard, you must:

- 1 examine existing **policies and procedures** to check these are compliant with the requirements and recommendations of **relevant organisations**
- 2 explore, where appropriate, the possibility of sharing resources with other organisations
- 3 draft new **policies and procedures** in line with your analysis of requirements and recommendations for good practice
- 4 ensure that these draft **policies and procedures** are compatible with requirements and good practice in your own organisation
- 5 consult on your draft **policies and procedures** with appropriate stakeholders and decision makers within your organisation and with **relevant organisations**
- 6 analyse feedback and make any necessary amendments
- 7 achieve agreement with decision makers and stakeholders on your **policies and procedures**
- 8 ensure that your **policies and procedures** are supported by your constitution
- 9 ensure there is clear information for your athletes and athlete support personnel

What you must cover

This element covers the following

- a policies and procedures**, covering
 - 1 education
 - 2 testing pool
 - 3 testing
 - 4 therapeutic exemptions
 - 5 results management
- b relevant organisations**
 - 1 international anti-doping agencies
 - 2 national anti-doping agencies
 - 3 international federations

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A16.3

Implement policies and procedures for anti-doping

The National Standard

What you must do

To meet the national standard, you must:

- 1 develop and resource plans to implement your **policies and procedures** for anti-doping working with appropriate people within your organisation and, where appropriate with other organisations
- 2 ensure your plans take account of the pool of elite athletes and the programme of competitions and training sessions
- 3 ensure that these plans include clear targets that meet the requirements of **relevant organisations**
- 4 establish internal sports networks involving all relevant staff
- 5 ensure that your plans are fully understood and agreed to by relevant staff
- 6 manage relevant data correctly
- 7 liaise with and report to **relevant organisations** as required
- 8 monitor the implementation of plans on a regular basis, ensure that plans are being implemented as agreed, or make adjustments as necessary

What you must cover

This element covers the following

- a policies and procedures**, covering
 - 1 education
 - 2 testing pool
 - 3 testing
 - 4 therapeutic exemptions
 - 5 results management
- b relevant organisations**
 - 1 international anti-doping agencies
 - 2 national anti-doping agencies
 - 3 international federations

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AI6.4

Evaluate and improve policies and procedures for anti-doping

The National Standard

What you must do

To meet the national standard, you must:

- 1 collect and analyse information about the implementation of **policies and procedures**
- 2 collect and analyse the latest information on requirements and recommendations for good practice from **relevant organisations**
- 3 compare your organisation's anti-doping performance with your new plans, targets and any new requirements and recommendations
- 4 identify areas where improvements and updates could be made
- 5 consult on your conclusions and recommendations with **relevant organisations** and stakeholders and decision makers in your organisation
- 6 update your **policies and procedures** accordingly

What you must cover

This element covers the following

- a policies and procedures**, covering
 - 1 education
 - 2 testing pool
 - 3 testing
 - 4 therapeutic exemptions
 - 5 results management
- b relevant organisations**
 - 1 international anti-doping agencies
 - 2 national anti-doping agencies
 - 3 international federations

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What you must know and understand

To be competent in this unit, you must know and understand the following

- K1 definitions of doping and anti-doping
- K2 the importance of anti-doping for ethical sporting practice and the responsibilities and powers of national governing bodies in relation to anti-doping
- K3 international and national organisations with a remit for anti-doping, their responsibilities and powers and how you should liaise with them
- K4 the international framework for anti-doping and its main components
- K5 the international, national and local context to your sport
- K6 key sources of information on anti-doping
- K7 how to research requirements and recommendations for good practice in anti-doping
- K8 detailed requirements and good practice at the international and national level for:
 - education
 - testing pools
 - testing
 - therapeutic exemptions
 - results management
- K9 the importance of benchmarking against good practice in other sports and how to do so
- K10 why it is important to clarify any uncertainties about requirements and good practice concerning anti-doping with the relevant organisations
- K11 your organisation's current policies and procedures for anti-doping and how to measure these against up-to-date requirements and recommendations for good practice
- K12 why it may be important to share resources with other organisations and what other organisations may be appropriate
- K13 how to draft policies and procedures for anti-doping
- K14 the importance of ensuring that anti-doping policies and procedures are compatible with your organisation's values and working practices
- K15 who you should consult with regarding your draft policies and procedures for anti-doping and how you should consult
- K16 why it is important to ensure your policies and procedures are supported by your organisation and its constitution
- K17 what information athletes and athlete support personnel may need about anti-doping

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policies and procedures and how to present this information

K18 how to plan for the implementation of your policies and procedures on anti-doping

K19 who you should work with to develop your plans

K20 how to develop anti-doping targets and what these are likely to cover

K21 who should be involved in the implementation of your anti-doping policies and procedures and how to gain the understanding and support

K22 which organisations you should liaise with and report to during implementation

K23 how to monitor the implementation of anti-doping policies

K24 the types of problems with anti-doping policies and procedures and how to deal with these

K25 why it is important to be able to adjust your implementation plans and how to do so

K26 what information you will need to collect to evaluate anti-doping policies and procedures

K27 how to collect and analyse this information

K28 how to keep up to date with national and international developments

K29 the importance of continuous improvement in anti-doping