

In-Competition testing Local Organizing Committee (LOC) checklist

DOPING CONTROL STATION (DCS)

Located as close as possible to the competition venue, solely used for anti-doping purposes for the duration of the sample collection session, accessible only to authorized personnel.

DCS must at a minimum ensure:

- the athlete's privacy
- should be clean
- should be accessible for athletes with an impairment (when applicable)

DCS must be separated in three different areas as follows:

WAITING ROOM		ARRANGED
1	One table at the entrance of the DCS to record flow of athlete/staff entering	<input type="checkbox"/>
2	Comfortable seats	<input type="checkbox"/>
3	Sealed drinks – mineral water &/or soft drinks (nonalcoholic beverages) – if possible cold and at room temperature (if not, only the latter)	<input type="checkbox"/>
4	Garbage bin	<input type="checkbox"/>
5	Located close to the processing room	<input type="checkbox"/>
6	Ventilation &/or opened windows, heated and equipped with electricity	<input type="checkbox"/>
7	TV screen to monitor the ongoing competition	<input type="checkbox"/>
8	Access secured by a security staff and available during the sample collection procedure	<input type="checkbox"/>
PROCESSING ROOM (per processing area)		ARRANGED
1	One desk with four chairs	<input type="checkbox"/>
2	Cabinet to store the antidoping material such as kits	<input type="checkbox"/>
3	Lockable fridge to store samples	<input type="checkbox"/>
4	Power & internet Access	<input type="checkbox"/>
5	Garbage bin	<input type="checkbox"/>
6	Lockable access door	<input type="checkbox"/>
7	Ventilation &/or opened windows, heated and equipped with electricity	<input type="checkbox"/>
LAVATORIES (per processing area, used solely for a sample collection session)		ARRANGED
1	Directly accessible from the processing room	<input type="checkbox"/>
2	Large enough to allow the DCO witnessing the passing of the sample	<input type="checkbox"/>
3	Towels (minimum number equal to the number of athletes tested) and toilet paper in enough quantity	<input type="checkbox"/>

4	Lockable door & privatized	<input type="checkbox"/>
5	Mirror on the wall behind the toilet to facilitate the witnessing	<input type="checkbox"/>
DOPING CONTROL PERSONNEL		
CHAPERONES		ARRANGED
1	An adequate number of chaperones of the gender/s	<input type="checkbox"/>
2	Must be min.18 years of age	<input type="checkbox"/>
3	Must be able to communicate in English & local language	<input type="checkbox"/>
4	Must not have any perceived or actual conflict of interests with the sport and/or athletes who are involved in this sport at the: <ul style="list-style-type: none"> - Participation level (i.e., competitor, coach, referee, official); - Organizational level (i.e., provincial, national, international); and/or - Personal/professional level (i.e., relative, friend, acquaintance, client). 	<input type="checkbox"/>
5	Exclusively available from two hours before the competition starts until the end of the sample collection procedure unless requested differently by the SCA	<input type="checkbox"/>
6	Must have a valid ID document	<input type="checkbox"/>
7	Must be able to follow instructions, doping control procedures, and directions	<input type="checkbox"/>
8	Areas to which athletes have access must be accessible to chaperones without any restrictions (i.e., the relevant accreditations must be provided)	<input type="checkbox"/>
9	Proper attire and appropriate attitude (no smoking & zero alcohol tolerance)	<input type="checkbox"/>
DCO		ARRANGED
	Areas to which athletes have access must be accessible to DCOs without any restrictions (i.e., the relevant accreditations must be provided)	<input type="checkbox"/>
	In possession of onsite contact details & chaperones contact details	<input type="checkbox"/>
	Provided with event schedule and informed of any changes (as changes occurred)	<input type="checkbox"/>