



SPORT IN  
THE OLYMPIC  
PROGRAMME

Dear Athlete in ITU's Registered Testing Pool,

## **Anti-Doping Rules of International Triathlon Union (the "Anti-Doping Rules")**

### **Out-of-Competition Testing: WHEREABOUTS INFORMATION**

Please read this letter very carefully. It explains that you are required, under the Anti-Doping Rules, to provide us with information about where you can be found for purposes of Out-of-Competition testing during the quarter (or until you have been notified that you no longer need to provide this information). Repeated failure without proper excuse to provide this information, or to be available for testing at the location(s) you specify, will constitute an anti-doping rule violation under the Anti-Doping Rules, the sanctions for which are a period of ineligibility to participate in sport for 12-24 months (first offence) or more (for second and subsequent offences). It is therefore important that you read this letter very carefully and take great care to comply with its requirements.

#### Information Required

You are one of the athletes designated for inclusion in the Registered Testing Pool of the International Triathlon Union. (See attachment) You must therefore comply with the following requirements.

You must notify us of where you will be for each day of the quarter by providing the following information:

1. For each day during the forthcoming quarter (including weekends), you must tell us one specific location and one specific 60-minute time-slot between 6 a.m. and 11 p.m. where you will be available for testing at that location.
  - If your plans change so that you will no longer be at the specified location during the specified time-slot, you must update your whereabouts filing prior to that time-slot either to provide a new location for that time-slot or to provide a different time-slot and location.
2. For each day during the forthcoming quarter (including weekends), you must give us the full address of the place where you will be residing, i.e., staying overnight (e.g., home, hotel, temporary lodgings).
  - If your plans change so that you will be staying at a different place on a particular night, you must update your whereabouts filing prior to that night to provide the new address where you will be staying that night.



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3. You must give us the name and address of any place where you will be training, working, or conducting any other regular activity during the relevant quarter (including weekends), as well as the usual time-frames for such regular activities.
  - If your regular activities change, e.g. if you stop training in the mornings and train in the afternoons instead, or if you train at the gym on Mondays and Thursdays then move to Tuesdays and Fridays, you must update your whereabouts filing to reflect that change.
  - However, if you simply change your regular schedule on an occasional basis, eg one Monday you decide as a 'one-off' to train in the gym rather than the pool, but next Monday you plan to go back to your regular schedule of training in the pool, then you do not have to make any change to your whereabouts filing to reflect that 'one-off' change.
4. You must tell us your competition schedule for the following quarter, including the date(s), time(s) and venues (name and address) where you are scheduled to compete during the quarter. Again, if this changes, you must update your whereabouts filing to reflect the change.

#### How to provide the required information to us

Our preferred method for providing whereabouts information is WADA's on-line whereabouts management system, called the Anti-Doping Administration and Management System, or "*ADAMS*". *ADAMS* allows you to enter your whereabouts information directly and accurately in an easy, secure and convenient manner. Instructions on how to use *ADAMS* are enclosed with this letter.

Your username to enter the system is as follows:

Site address: <http://www.wada-ama.org/en/>

Username: This will be assigned to you, if you contact Leslie Buchanan at [leslie.buchanan@triathlon.org](mailto:leslie.buchanan@triathlon.org), if you choose to use *ADAMS* and have not already been assigned a username.

Password: This will be assigned to you, if you contact Leslie Buchanan at [leslie.buchanan@triathlon.org](mailto:leslie.buchanan@triathlon.org), if you choose to use *ADAMS* and have not already been assigned a password.

If you are using another system, please register this method with Leslie Buchanan at [leslie.buchanan@triathlon.org](mailto:leslie.buchanan@triathlon.org). Some of you may be using your own National Anti-Doping Agency (NADA) program which is acceptable but you must let Leslie know so that she can ask for access from your NADA, if she doesn't already have it. You do not need to send Whereabouts Information to both Anti-doping Agencies but both must have access to this information.

#### Deadline

You must enter the required whereabouts information using *ADAMS* **before the beginning of the quarter. (First Quarter is from January 1 – March 31<sup>st</sup>, Second Quarter is from April 1 – June 30<sup>th</sup>, Third Quarter is from July 1<sup>st</sup> – September 30<sup>th</sup> and Fourth Quarter is from October 1<sup>st</sup> – December 31<sup>st</sup>).**

#### Updating Whereabouts information

It may be that you do not know at this time your exact whereabouts on each day in the next quarter. Nonetheless, you should be sure to meet the filing deadline specified above, and provide the required details for each day to the best of your knowledge. You should then update them as and when the details change.



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Alternatively, your current plans may subsequently change after you make your initial filing, in which case you should immediately update the information directly using *ADAMS*.

**The important thing is that the information that is filed is accurate at all times.**

In case you have no direct access to *ADAMS*, updates to your Whereabouts information may be made by filling out the attached information.

In the unlikely event that (a) *ADAMS* is not available online, and (b) you cannot update your Whereabouts information using SMS, you should download an electronic Whereabouts Form from [www.triathlon.org](http://www.triathlon.org), complete it accurately and fax, email or post it to us (to be marked "Private & Confidential"), as follows:

By mail: Leslie Buchanan, Anti-Doping Director  
International Triathlon Union  
#221-998 Harbourside Drive  
North Vancouver, British Columbia  
Canada V7N 3J5

Or by confidential fax: 1.604.904.9249

Or by email: [leslie.buchanan@triathlon.org](mailto:leslie.buchanan@triathlon.org)

Confidentiality

We will maintain the confidentiality of the whereabouts information that you provide. It will only be used to facilitate Out-of-Competition testing by us under the Anti-Doping Rules or by another competent anti-doping authority that has accepted the same confidentiality obligations.

Please note that any other anti-doping authority with the requisite authority under the World Anti-Doping Code may test you Out-of-Competition at any time, whether using the whereabouts information that you are providing or otherwise.

Sanctions for non-compliance

It is very important to ensure that you file the required whereabouts information by the deadline specified above. A failure to do so without adequate excuse will constitute a 'Filing Failure' under the Anti-Doping Rules.

It is also very important that you file accurate information about your whereabouts, and that you update this information as soon as you know of any change of plans, so that you are available for testing at the declared whereabouts if an ADO seeks to test you. A failure to be available at the whereabouts you specified for the 60-minute time-slot without adequate excuse is a 'Missed Test' under the Anti-Doping Rules.

If you commit three Filing Failures and/or Missed Tests in one 18-month period, that constitutes an anti-doping rule violation under the Anti-Doping Rules, for which the sanction is a ban of between 12 and 24 months (first offence) or more (for second and subsequent offences).

Personal Responsibility

You may wish to have your coach or agent assist you in complying with these whereabouts requirements. That is permitted. However, please note that you remain personally responsible for any failure to comply with the requirements of the Anti-Doping Rules. As with any other anti-



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doping rule violation, a tribunal would not accept a plea that you delegated the task to someone else and should not be blamed for his or her failure to carry it out properly.

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If you have any concerns about the contents of this letter, please contact Leslie Buchanan at the following telephone number: 1.604.904.9248.

There are also new rules regarding Therapeutic Use Exemptions, Sanctions, etc so look for more updates from me, on [www.triathlon.org](http://www.triathlon.org) and in the ITU Newsletters. If you have any questions, please do not hesitate to contact me.

Sincerely,

Leslie Buchanan



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