

2013 November 3

Terms of Reference for iNADO-UCI Audit of UCI Anti-Doping Programme

1. Purpose of Audit

The purpose of the iNADO Audit of the current UCI Anti-Doping Programme (UCI ADP) is (i) to assess its ongoing suitability and effectiveness, and its fitness-for-purpose, based on operations this year and (ii) to make recommendations for improvements to it. Audit will be a system audit and operate in a similar manner to a WADA IO Mission.

The iNADO audit of the current UCI ADP is totally separate and completely autonomous from the independent commission being established to look into UCI's past, and takes into account that UCI delegated the strategy and the operational activities of the Anti-Doping Program to the independent Foundation named CADF (Cycling Anti-Doping Foundation). CADF and UCI signed a contract that is currently under revision.

2. Scope of Audit

- a. To audit the current operation of the UCI ADP's doping control (generally as defined by the World Anti-Doping Code)-to determine if the UCI ADP is fit for purpose, and in particular:
 - i. To determine if the documented doping control system of the UCI ADP is Code/IS compliant, and to identify discrepancies,
 - ii. To determine if the operations of the UCI ADP are carried out according to its documented doping control system, and to identify discrepancies, and
 - iii. To make recommendations to the UCI for urgent improvement of the UCI ADP, and to make recommendations for other improvements, which would benefit the future operation of the UCI ADP.
- b. The Audit will include at least
 - i. The system for processing and reviewing TUEs,
 - ii. Test distribution planning (including risk assessment, the determination of the overall number of tests, balance between in- and out-of-competition testing, selection of athletes, allocation of tests per discipline and event, and cooperation with other ADOs),
 - iii. The Registered Testing Pool (RTP) and Whereabouts (including identifying athletes for the RTP, and handling RTP athletes and their whereabouts),
 - iv. Training and accreditation of doping control personnel (including management of conflicts of interest and allocation of workforce),
 - v. Doping control procedures (including athlete notification, blood and urine sample collection procedures, sample transport, storage and chain of custody, and agreements and arrangements with WADA-accredited labs),
 - vi. The ABP programme,
 - vii. The use of ADAMS,
 - viii. Results management (including review of doping control documents, atypical findings and follow-up, notification of adverse analytical findings and case monitoring),
 - ix. Work flow between CADF Anti-Doping Unit and UCI legal/results management team, and the results management work of the UCI legal/results managements team (including decision-making on cases to take forward and on appeals), and
 - x. Data security, access to information and information flow controls.

- c. The Audit will not include the laboratory analysis and reporting by WADA accredited labs used by the UCI ADP, its education and prevention work, its financial systems and CADF governance
 - d. The Audit would take place completely independent of UCI/CADF control or oversight.
 - e. iNADO will have full access to files and to personnel at UCI and at the CADF. If there are documents or other information that cannot be taken off-site, this will be discussed at the outset and suitable work-arounds agreed to. The iNADO Audit team will be bound by a confidentiality agreement and make a declaration of conflicts.
 - f. The Audit will take place in two steps:
 - i. The first will be to determine what the UCI aims to do, by reviewing the CADF documented doping control system (including ISO certification) against
 - 1. the World Anti-Doping Code/WADA International Standards, and
 - 2. the UCI Anti-Doping Rules, and any other internal procedures and performance standards.
 - ii. The second will be to determine if the UCI ADP operates according to its aims, by reviewing the actual operations of the UCI ADP against the documented doping control system.
3. The audit will be conducted by an iNADO Audit Team including Audit Leader Anne Cappelen (Director Systems and Results Management, Anti-Doping Norway), and Auditor Marjorit Nurmi (Quality Manager, Finnish Anti-Doping Agency). Depending on what is required, other technical experts to be involved as agreed to between iNADO and UCI (for example, likely several days' time of an expert in the operation of ABP programmes, perhaps also from Anti-Doping Norway, and several days' time of a lawyer). Joseph de Pencier will manage the iNADO relationship with UCI through Martin Gibbs and with CADF through Francesca Rossi.