

## REQUEST FOR EXPRESSIONS OF INTEREST TO HOST

### WADA'S 2022 ATHLETE BIOLOGICAL PASSPORT SYMPOSIUM

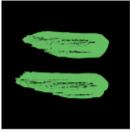
#### BACKGROUND

Formed in 1999, the World Anti-Doping Agency (WADA) is an international independent agency composed and funded by the Sport Movement and Governments of the world. As the global regulatory body, WADA's primary role is to develop, harmonize and coordinate anti-doping rules and policies across all sports and countries. Our key activities include: ensuring and monitoring effective implementation of the World Anti-Doping Code (Code) and its related International Standards; scientific and social science research; education; intelligence and investigations; and, building anti-doping capacity with Anti-Doping Organizations (ADOs) worldwide.

A key tool in the fight against doping, the Athlete Biological Passport (ABP) aims to monitor selected biological variables over time that reveal the effects of doping. A successful ABP program requires effective collaboration between different stakeholder groups, including, ADOs, Athlete Passport Management Units (APMUs), and ABP Experts.

In recent years, WADA has held two, very productive ABP Symposia with the objective of bringing together anti-doping stakeholders involved in different areas of ABP programs – including testing, administration, expert reviews and results management – in order to promote harmonization of practices and exchange of knowledge.

1. The first WADA ABP Symposium was graciously hosted by the Anti-Doping Lab Qatar (ADLQ) from 2-3 November 2015, in Doha, Qatar. This meeting brought together 75 experienced ABP users, including experts reviewing passports in ADAMS, as well as APMUs, ADO ABP managers, and legal personnel with ABP experience. Key themes from this meeting included:
  - The importance to distinguish distinct responsibilities in the ABP process and agree upon the separation in roles and accountabilities as per ABP guidelines;
  - To harmonize the information that must be entered into ADAMS in order to optimize the effectiveness of the ABP;
  - The critical importance of transparency and objectivity in the ABP procedure;
  - Recognition of the multiple outcomes of the ABP (beyond World Anti-Doping Code Articles 2.1 and 2.2) and how to integrate these into an anti-doping strategy;
  - The critical need to enter DCFs into ADAMS for the success of the ABP;
  - Understanding the current status of the ABP and how the modules will advance and integrate in the future.



2. The second WADA ABP Symposium was graciously hosted by the Italian Federation of Sports Medicine (FMSI) and was held from 5-7 November 2018, in Rome, Italy. Under the theme 'Shaping the present and future of the ABP', the symposium convened 238 participants from 74 countries around the world. There were approximately 140 different organizations represented, which included APMUs, International Sports Federations (IFs), National and Regional Anti-Doping Organizations (NADOs and RADOs), WADA-accredited laboratories, as well as ABP experts who review passports. Key outcomes from the symposium included:

- The need to continue to work together to share information and successes – it was established that more collaboration, communication and trust among anti-doping stakeholders was required; as well as, a need to communicate ABP successes further afield;
- That the ABP is not a tool used in isolation; and that, improved integration of the ABP with other facets of an anti-doping program (such as testing and investigations) can lead to improved outcomes;
- That as the ABP continues to evolve, the roles of individual stakeholders are becoming increasingly complex and specialized, highlighting the need for clearly defined roles, qualified personnel, and ongoing education programs;
- That the system needs to move faster – on the basis that athletes deserve to compete against clean athletes; therefore, there is a need to keep improving the system.

### **WADA'S 2022 ATHLETE BIOLOGICAL PASSPORT SYMPOSIUM: REQUEST FOR EXPRESSIONS OF INTEREST (EOI)**

Since the 2018 ABP Symposium, more than 75 ADOs have initiated ABP programs. In order to promote sharing of knowledge and best practices between stakeholders involved with the ABP program, WADA is planning to convene a third ABP Symposium in October, late November, or early December of 2022.

In the past, WADA informally sought interest from its stakeholders to host its ABP Symposiums. However, given the Symposium's growth; the fact that hosting such events can increase organizational and city profile; as well as, have short-term economic benefits, WADA is now conducting more formal EOI processes for such events. This way, all potential hosts have the opportunity to bid based on clearly established criteria from the outset, as outlined below.

### **DATE OF EVENT**

WADA appreciates that potential hosts must consider their own potentially conflicting events when expressing an interest to host WADA's 2022 ABP Symposium. However, considering WADA's Events Calendar for 2022, the Agency is targeting October, late November, or early December for its Symposium. As such, planning must start as soon as possible to ensure a successful event.



## **CRITERIA TO HOST**

### **Caveat**

As has been the case for previous ABP Symposia, WADA does not wish to charge participant fees<sup>1</sup>. Participants would be expected to cover the costs of their air travel and accommodation; as well as, meals outside the official program; however, all other costs are expected to be met by the hosts (refer, inter alia, to the criteria detailed below).

Sponsorship is possible; however, in order to ensure that there would be no conflict of interest for WADA and/or its stakeholders, it would require consideration/approval upfront by WADA. With this, WADA kindly asks all partners that are interested in submitting EOIs to host WADA's 2022 ABP Symposium to consider the following criteria and provide responses as appropriate.

### **Official Support**

1. As it is important for WADA to be assured that all relevant authorities are supportive of the EOI, WADA requires endorsement from the city, province/state, country, NADO/RADO and/or National Olympic Committee (NOC) and/or locally headquartered International Federation (IF), etc. in the form of official letters of support addressed to WADA; and
2. A statement of the financial commitment to support the Symposium.

### **Organization/Management of the Symposium**

3. Provision of dedicated local staff to fully assist in the preparation and running of the event, i.e. a Professional Conference Organizer (PCO); and
4. Development and management of online registration, hotel reservation and accreditation systems, etc. in English at a minimum and potentially in a second language of the host city. Access to the database must also be granted to WADA staff.

### **Venue Requirements**

5. Proposed venue with details on capacity to host plenary sessions and workshops/breakout sessions in the same room, secretariat facilities; as well as, the ability to provide access for people with disabilities;
6. Plenary room for approximately 350 persons, set-up in half-round tables of six participants to facilitate discussion/breakout in smaller groups;
7. A strong Wi-Fi internet connection within the meeting room and common areas (foyers, welcome desk, etc.); and, sufficient power voltage and outlets around the meeting tables (for charging of electronic devices, i.e. tablets, mobile phones, computers, etc.);
8. Separate space for morning and afternoon coffee breaks and lunch (see Catering section below); and
9. Appropriate Information Technology (IT) / Audio Visual (AV) / sound and lighting infrastructure within the Symposium venue for presentations and videos.

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<sup>1</sup> In some situations, registration fees may be required; however, the decision to request fees from participants shall be made in consultation with WADA, and the reason for doing so clearly stated.



### **Interpretation**

10. WADA does not foresee offering simultaneous interpretation during the Symposium. However, the host may, at its discretion, decide to offer interpretation into the local language.

### **Catering**

11. Appropriate facilities and provision of catering for participant meals (lunch and breaks) for the duration of the Symposium; and
12. Appropriate facilities and provision of catering for a reception on the first evening of the Symposium.

### **Accommodation**

13. Appropriate selection of hotels (different categories and price ranges; including rooms accessible for people with disabilities) to cater for all attendees;
14. Full and efficient ground transportation facilities (airport providing international connections; train station, etc.); and
15. If the Symposium and accommodations are not in one hotel, appropriate ground transfers including bus shuttles to and from the Symposium facilities and different hotels.

### **Social Events/Tourism package**

16. Optional touring package for attendees and accompanying persons.

## **EVENT OWNERSHIP**

In terms of event 'ownership', WADA would be fully responsible for the content of the 2022 ABP Symposium. The Agency will of course actively cooperate with the host to ensure that the Symposium reflects the commitment agreed with the host. WADA will establish a structure to support the decision-making, planning and cooperation with the host at all levels.

The roles and responsibilities will be outlined in an agreement (see Agreement section below).

## **AGREEMENT**

It is not intended that the above encompasses all aspects of the Symposium planning. After the successful host is awarded the event, WADA would propose a formal agreement that would set out the terms and conditions that would govern the cooperation between WADA and the selected host city/country.

## **NON-ELIGIBILITY TO HOST WADA EVENTS**

It should be noted that EOIs will not be considered when involving countries that do not adhere to the UNESCO International Convention against Doping in Sport and/or that have not paid their annual contributions to WADA; or, World Anti-Doping Code Signatory organizations that are currently deemed non-compliant with the Code.

## SUBMISSION AND DEADLINE

WADA kindly asks that all EOIs are submitted, in writing, in English and/or French; and, that they include:

- the name of the Local Organizer (host), the names of the members of the Local Organizing Committee (LOC) and the local secretariat/PCO if known;
- the goals of the potential host vis-à-vis the event;
- the proposed dates noting any potential advantages or disadvantages with them;
- the venue;
- an estimated budget, showing the estimated number of participants, registration fees (if applicable), sponsorship income and all other income and expenses - please contact WADA's Events Manager (see contact details below) to receive a template budget;
- a draft Symposium project timeline; and
- the degree of involvement expected from WADA's staff (e.g. support in registration, payments, communication, promotion etc.).

Any deviation from the criteria above should be specifically highlighted. Such information would allow for appropriate discussion and decision-making by WADA and reduce potential misunderstandings.

In terms of deadline, those interested are kindly asked to e-mail EOIs to the following by **Friday, 28 January 2022 at 17:00 Montreal time**:

Dr. Reid Aikin  
Associate Director, Athlete Biological Passport  
World Anti-Doping Agency  
Email: [reid.aikin@wada-ama.org](mailto:reid.aikin@wada-ama.org)

With a copy to WADA's Manager, Projects & Events, Anais Lefevre: [anais.lefevre@wada-ama.org](mailto:anais.lefevre@wada-ama.org).

For any other queries, please contact Ms. Lefevre.