

SOCIAL SCIENCE RESEARCH EXPERT ADVISORY GROUP

Terms of Reference

The WADA Social Science Research Expert Advisory Group (SSREAG) is a designated Expert Advisory Group of the WADA Education Committee¹.

Purpose

To be responsible for providing voluntary expert advice, recommendations and guidance to the WADA Education Committee and WADA Education Department on all social science research matters related to clean sport.

Objectives/Key Activities

- 1) To provide expert advice and assistance to the overall strategic direction of the Social Science Research Program (SSRP) by monitoring the implementation of the SSR Strategy 2020-2024 and the delivery of its strategic priorities.
- 2) To advise on WADA's social science research priorities, supporting their formation working with the Education Department and endorsing these priorities prior to recommending their approval to the Education Committee.
- 3) To assist in the implementation of the Social Science Research Grant Program (Grant Program) including;
 - a. Reviewing all submitted social science research expressions of interest and full applications, including any associated peer reviews.
 - b. Providing recommendations to the WADA Education Committee for funding/investment.
 - c. Providing feedback on how individual applications can be improved for future consideration.
 - d. Reviewing final reports of projects funded through the Grant Program.
 - e. Providing support for the dissemination and translation into practice of the research outcomes as an output of the Grant Program.
 - f. Providing feedback as part of any Grant Program review including supporting the monitoring of the Grant Program and providing recommendations for improvement.

¹ EAGs are bodies created to provide ongoing advice and assistance to WADA Standing Committees and/or WADA Management (who in turn report to the WADA Executive Committee), on issues requiring significant technical specialist expertise. EAGs may also assist with regular or ad hoc activities, as necessary.

- 4) To proactively support the continued professional development of researchers in traditionally under-funded regions and early career researchers, and assist the Education Department in its efforts to further develop research expertise globally.
- 5) To provide expert advice to the Education Committee and/or Education Department on the commissioning of large-scale SSR projects external to the Grant Program, including reviews of research proposals, oversight of status reports and reviews of final reports.
- 6) To support the implementation of the Code and International Standard for Education as it relates to social science research, monitoring and evaluation practices.
- 7) To be active participants in the SSR Collaboration Platform, supporting the activities of this group as well as supporting the establishment of other strategic research partnerships where required.
- 8) To provide support to the Education Committee on all SSR related technical matters as required.

Reporting Structure

Working in close co-operation with WADA Management and the Education Department, the SSREAG reports to the WADA Education Committee.

Membership/Composition

The composition of the SSREAG shall not exceed a maximum of 12 members.

The WADA Director General², in consultation with the Education Committee Chair will appoint members to the SSREAG.

Members are selected on the basis of their relevant background and experience. Each member (including the Chair) serves a two-year term³, renewable but with a 12-year term limit, unless a business case is presented by the WADA Education Director with the support of the EAG Chair (in the case of a member) or the WADA Education Committee Chair (in the case of the EAG Chair) justifying that a specific expertise is needed and that therefore the Chair or member is to be renewed otherwise the work of the group will be detrimentally affected. The WADA Director General must support the exception.

Chair/Rapporteur

The SSREAG Chair is selected based on his/her proven record and expertise in the area of social science research related to clean sport or other related area.

The Chair/Rapporteur of the SSREAG will be an ex-officio member of the WADA Education Committee (if not otherwise a member).

² The WADA Director General will seek the expertise and guidance of the Director of Education.

³ A rotation will be implemented at the outset (of the effective date of this ToR, i.e. 1 January 2021) so as to avoid all terms ending at the same time. For example, half the SSREAG would have an initial one-year term, whereas the other half would have a two-year term. Thereafter, all terms will be for two years.

He/she shall act as the official reporter⁴ who is responsible for ensuring appropriate coordination with the Education Committee and its Chair and for providing accurate and timely information on all relevant issues.

WADA Liaison

The WADA Education Department, and in particular the Senior Manager, Research and Policy, will serve as the primary liaison between WADA and the SSREAG.

The Senior Manager, Research and Policy, will be an observer to the SSREAG in the sense that he/she contributes to and brings expertise to support the work of the SSREAG but does not have a voting position. Additional WADA Education staff may also participate in SSREAG meetings as WADA experts on particular subject matters and to provide general support to the group where required.

Meetings and Working Norms

The SSREAG will meet in person, or virtually via video or teleconference (as determined by WADA), traditionally 2-3 times a year.

The SSREAG normally operates on the basis of consensus and maintains as informal a manner as is possible or appropriate for the conduct of business.

Consensus will be sought whenever possible. In the event of divergence of opinion or disagreement concerning recommendations, the absolute majority (determined by vote by hand) will rule. In the event of a tie, the Chair has the casting vote. There is presently no formal practice concerning a quorum. The Chair has the responsibility to determine if a quorum is present. Meeting notes will record any dissenting opinion on request.

The Chair may limit discussion of resurfacing issues by referring to previous recommendations or conclusions of previous discussions.

Meeting notes of the SSREAG meetings, reports and correspondence relative to the group's work shall be retained at the WADA Headquarters.

Conflict of Interest

SSREAG members will be bound by the Conflict of Interest policy adopted by the WADA Foundation Board in November 2019⁵, and will be required to annually complete and sign a Statement of Absence of Conflict of Interest in accordance with the policy.

⁴ The Chairperson/Rapporteur is responsible for producing a brief annual report (compiled with the support of the WADA liaison, and agreed to by the members of the SSREAG) to the Education Committee, to enable it to remain aware of the tasks set for the SSREAG for the coming year and to assess the extent to which the SSREAG fulfilled its tasks over the preceding year.

⁵ WADA's Foundation Board approved a set of governance reforms in November 2018 at its meeting in Baku, Azerbaijan. In 2019, WADA's Statutes were modified to reflect these reforms, and a new set of bylaws and operational regulations were created to supplement the formal Statutes. They were approved by WADA's Foundation Board in November 2019 in Katowice, Poland.

Confidentiality

All group members are required to sign a Confidentiality Agreement upon appointment (and again at the start of each year if their appointment is renewed). This ensures all members reflect on the confidential nature of their WADA work and confirm their adherence to such confidentiality rules.

Signing this document each year is a new process as of 2020 (as a result of the governance changes mentioned above); previously members were only required to sign once.

Communications and Media

All SSREAG members must read and comply with WADA's Media Relations policy. If a member should receive a request for an interview in relation to their role in WADA or WADA's work they should first consult with the WADA Media Relations Senior Manager or (if absent), with the WADA Communications Director and notify their WADA Liaison.

Financial Support

WADA shall provide the necessary administrative and operational resources for meetings. WADA will meet all travel and accommodation costs, as well as most meals onsite. A daily indemnity is provided to cover incidental costs during travel to and from the meeting.

Where meetings are held virtually and meet certain rules such as a minimum duration, a daily indemnity for virtual attendance is disbursed.

It is acknowledged that some experts go above and beyond, including providing extensive advice throughout the year, outside of annual meetings. WADA offers a further daily indemnity to experts for such work carried out. The specific indemnity details are outlined in the "Overview of WADA Expert Advisory Groups" document.

Effective Date and Future Review of ToR

These ToR came into effect on 1 January 2021. An administrative update to the ToR was made in January 2022.

Whilst the ToR for all WADA EAGs are reviewed annually, the procedures for creating/supporting/managing the EAGs will be reviewed at least every three years to ensure they remain appropriate and applicable.

These ToR are published on the WADA website.