

# NADO EXPERT ADVISORY GROUP

## Terms of Reference

The WADA National Anti-Doping Organization Expert Advisory Group (NADO EAG) is a designated Expert Advisory Group<sup>1</sup>.

### Purpose

- 1) To review anti-doping issues impacting NADOs and provide guidance and recommendations to WADA on its overall strategies and activities in order to enhance collaboration with and development of NADOs globally.
- 2) To provide expert input on any other issues identified and raised by WADA Management.
- 3) To independently represent the views of the NADOs and bring them forward to the WADA Foundation Board (Foundation Board).

### Objectives/Key Activities

- 1) Represent the views of NADOs within WADA, including at the Foundation Board, with positions developed in consultation with NADOs from each region where relevant and possible, and where such consultation would not be a breach of WADA's confidentiality requirements.
- 2) Report decisions and outcomes of the Foundation Board to the NADOs from each region.
- 3) Report the outcomes of the meetings of the NADO EAG to the NADOs from each region.
- 4) Provide expertise to assist with the overall strategic vision of improving the regional and global anti-doping framework.
- 5) Recommend and provide guidance on mechanisms to enhance collaboration and communication between WADA and NADOs.
- 6) Collect relevant information on priority issues from each region in order to have an accurate situational diagnosis.
- 7) Work with WADA to recommend effective partnerships/approaches/strategies for coordinated development and capacity building of NADOs.
- 8) Recommend strategies for implementing effective anti-doping programs for NADOs.
- 9) Discuss emerging issues to help guide WADA's NADO Program Strategy and Regional Anti-Doping Organization (RADO) Program Strategy as well as WADA's overall global anti-doping activities.
- 10) Monitor existing and future trends in the NADO EAG's fields of expertise having the potential

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<sup>1</sup> 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. On 19 May 2022, the WADA Foundation Board approved a number of governance reforms, which included reforms to the NADO EAG that distinguishes it from other EAGs. This includes elected members, longer terms (three years instead of two years) and representation on the WADA Foundation Board.

to impact the anti-doping system and propose new ideas for WADA's internal Innovation Board consideration.

11) Assist in the development and maintenance of NADO EAG related documents.

### **Reporting Structure**

The NADO EAG reports to WADA Management and to the Foundation Board through its two elected representatives, i.e., the Chair or Vice Chair as required.

### **Composition and Elections**

The NADO EAG is composed of ten members elected by NADOs on a regional basis in accordance with the Election Procedure Rules approved by the WADA Executive Committee. Each of the five Olympic regions (Africa, Americas, Asia, Europe, Oceania) elects two NADO representatives. Diversity, including gender balance, should be considered by all NADOs during the nomination and election period.

Each member (including the Chair and Vice-Chair) is elected for a three-year term and can be re-elected twice (for a total of nine years). Should the NADO that is represented on the NADO EAG no longer fulfill the eligibility criteria defined in the Election Procedure Rules approved by the WADA Executive Committee during the term of office of its representative, or if the representative no longer fulfills the eligibility criteria for candidates defined in the applicable Election Procedure Rules, the NADO representative must step down from the NADO EAG in accordance with the relevant rules from the WADA Statutes and the World Anti-Doping Code. In case of a member stepping down before the end of their mandate for any reason, WADA and the NADO EAG will determine the process to be followed in replacing this member, taking into account the length of term remaining, regional needs and any other relevant factors. This may include the candidate who received the next highest number of votes in the impacted region's previous election becoming the new member, the initiation of an interim election, leaving the seat vacant, or another agreed upon process.

The membership of the NADO EAG is published on the WADA website.

### **Chair / Vice-Chair**

A Chair and Vice-Chair will be elected amongst the members of the WADA NADO EAG and will be the two NADO representatives sitting on the Foundation Board. They will represent the NADO EAG on the Foundation Board and they will engage all members of the NADO EAG when developing positions and discussion points for Foundation Board meetings and decisions. For the avoidance of doubt, these Terms of Reference shall not prevent the NADO EAG members who are on the WADA Foundation Board from fulfilling their duties and exercising their rights as members of the Foundation Board in a personal capacity; they should, however, where relevant and possible, consult the NADO EAG.

Members of the WADA NADO EAG can put forward their own candidacy. The Chair and Vice-Chair must represent different regions on the NADO EAG, with consideration to gender diversity. Candidates should be elected amongst the WADA NADO EAG members based on the following criteria, i.e., that the candidates preferably:

- (1) have strong expertise in leadership of NADOs and anti-doping issues impacting NADOs globally;
- (2) have experience in chairing committees/bodies/working groups to facilitate easier communication between the Foundation Board and the WADA NADO EAG;
- (3) not be involved in the oversight body of their NADO by representing a constituency affiliated to the Sport Movement and/or the Public Authorities in their respective country.

Election of the Chair and Vice-Chair takes place in separate rounds by secret ballot. The Chair of the NADO EAG is elected before the Vice-Chair by a simple majority of all members taking part to the vote. If no candidate received more than half of the votes cast for either of the two positions, successive rounds of voting for that position will be organized. The candidate(s) having the least number of votes in each round will be eliminated. WADA, through its Engagement and Development Impact Area, will facilitate the election.

The term of the Chair and Vice-Chair of the NADO EAG on the Foundation Board will coincide with their term on the NADO EAG. Each newly elected NADO EAG will elect its own Chair and Vice-Chair as per the process above. The Chair and Vice-Chair will follow the applicable requirements outlined in the WADA Statutes and Governance Regulations related to their seats on the Foundation Board.

The Chair is responsible for ensuring appropriate coordination with WADA Management, for providing accurate and timely information on all relevant issues and for ensuring proper running of the NADO EAG meetings. The Vice Chair shall deputize for the Chair in their absence and will do so until the existing Chair resumes their duties. If the Chair is unable to resume their duties, the Vice Chair becomes the new Chair and a new Vice Chair will be elected for the remainder of the term.

### **WADA Liaison**

The WADA Engagement and Development Impact Area, and in particular the Head of Development and NADO Relations, will serve as the primary liaison between WADA and the NADO EAG.

The Head of Development and NADO Relations will be an observer to the NADO EAG in the sense that they contribute to and bring expertise to support the work of the NADO EAG but does not have a voting position. Upon invitation of the NADO EAG, additional WADA staff may also participate in NADO EAG meetings as WADA experts on particular subject matters and to provide general support to the group where required.

### **Meetings, Observers and Working Norms**

The NADO EAG will strive to convene at least one in-person meeting per year. Additional meetings will be organized as required, typically conducted virtually via video or teleconference.

Only the elected members of the NADO EAG are permitted to attend the NADO EAG meetings. No accompanying persons will be permitted to attend; and elected members are not permitted to delegate an alternative representative to attend a meeting on their behalf.

The NADO EAG, through its Chair and with the agreement of the NADO EAG, may decide to invite observers to its meetings (without voting rights). Observers should be invited for specific purposes, including to provide expertise on a specific topic or issue.

The NADO EAG may convene in-camera sessions during NADO EAG meetings without the participation of WADA staff.

The NADO EAG, through its Chair and with the agreement of the NADO EAG, may decide to invite other WADA Standing Committees, Expert Advisory Groups or Working Groups as appropriate to joint meetings with the NADO EAG. This invitation shall be coordinated through WADA Management.

The NADO EAG, through its Chair and with the agreement of the NADO EAG, may establish internal working groups to address and prepare items for discussion in the NADO EAG. Such internal working groups can be chaired by a lead expert appointed amongst the members of the NADO EAG.

The NADO EAG 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 simple majority (determined by vote by hand, unless otherwise agreed) will rule. In the event of a tie, the Chair has the casting vote. A quorum is established by the presence of 50%+1 of NADO EAG members. The Chair has the responsibility to confirm if a quorum is present. Meeting notes will record any dissenting opinion on request.

Members are expected to attend each meeting, but absences on reasonable grounds may be explained in advance by the member in writing to the Chair. The absent member may submit in writing any comments that they have on any items on the agenda for the meeting. If a member is absent without reasonable excuse from two or more meetings in any one calendar year, the NADO EAG may, after consultation with WADA, terminate such member's membership.

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

### **Code of Ethics, Conflict of Interest, Confidentiality and Media**

Upon their appointment and again annually, all NADO EAG members are required to sign a document, pursuant to which they undertake (i) to comply with the Code of Ethics adopted by the WADA Foundation Board (as amended from time to time); (ii) to comply with the Conflict of Interest policy adopted by the WADA Foundation Board (as amended from time to time); (iii) to keep all matters related to WADA confidential; and (iv) to comply with the WADA Media Relations policy issued by the Agency (as amended from time to time).

#### **A) Code of Ethics**

The purpose of the WADA Code of Ethics is to establish clear ethical standards over the activities

of WADA Officials (as defined in Section 2 of the Code of Ethics) to allow WADA to achieve its mission and protect its core values. WADA and all its Officials undertake to foster a culture of ethics, loyalty, and integrity within their respective areas of competence.

### **B) Conflict of Interest**

NADO EAG members will be bound by the Conflict of Interest policy adopted by the Foundation Board (as amended from time to time), and will be required to annually complete and sign a Statement of Absence of Conflict of Interest in accordance with the policy, and to update such statement if and as necessary during the year.

### **C) Confidentiality**

All NADO EAG members are required to sign a Confidentiality Declaration upon election and again annually. This ensures all members reflect on the confidential nature of their WADA work and confirm their adherence to such confidentiality rules. Any observers to the NADO EAG meetings are also required to sign a Confidentiality Declaration.

The two members of the Foundation Board must furthermore adhere to the confidentiality requirements outlined in the WADA Governance Regulations.

### **D) Communications and Media**

All NADO EAG 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 with the NADO EAG, they should first consult with the WADA Head of Media Relations or (if absent), with the WADA Communications Director.

### **Financial Support**

WADA shall provide the necessary administrative and operational resources for NADO EAG meetings. WADA will cover certain expenses and compensate members for meetings in accordance with its applicable indemnity policy.

Work with NADO EAG internal working groups, regional consultations by EAG members or any other work outside of NADO EAG meetings will not be eligible for indemnities unless otherwise approved by WADA.

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 indemnity to experts for such work carried out. The specific indemnity details are outlined in the "Overview of WADA Expert Advisory Groups" document provided to members each year.

### **Effective Date and Future Review of ToR**

These ToR came in effect on 11 March 2023. An administrative update to the ToR was made in January 2024. The ToR were then revised in May 2025 to include certain process improvements

after consultation with the NADO EAG and to reflect the name of the new Engagement & Development Impact Area (previously known as the NADO/RADO Relations Department).

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.