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The APMU Approval Process

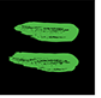
WADA ABP Symposium – 5-7 November 2018

Dr. Reid Aikin, ABP Manager, WADA



TD2019APMU

- Comes into effect March 1st 2019
- 2019 to be considered an implementation year
- All APMUs need to apply for approval between from March 1st onward.
- WADA to provide application template
- Expressions of interest and preliminary discussions are certainly welcome before then.



WADA Technical Document – TD2019APMU

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Written by:	WADA	Approved by:	WADA Executive Committee
Date:	20 September 2018	Effective Date:	01 March 2019

Athlete Passport Management Unit Requirements and Procedures

1.0 Introduction

This Technical Document has been established to harmonize effective management of Athlete Passports by providing specific requirements that an Athlete Passport Management Unit (APMU) shall meet in order to be a WADA approved APMU.

2.0 APMU Roles and Responsibilities

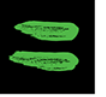
2.1 The APMU is the dedicated unit that is responsible for the timely management of Passports in the Anti-Doping Administration and Management System (ADAMS) on behalf of the Passport Custodian. Passport management by the APMU involves:

- a) Performing Passport assessments to make timely Target Testing recommendations to the Anti-Doping Organization (ADO) via the APMU Report in ADAMS when appropriate; and
- b) Managing the review of atypical Passports according to Annex L of the International Standard for Testing and Investigations (ISTI), including, but not limited to, the following:
 - Issuing and updating APMU Reports in ADAMS,
 - In case of an Atypical Passport Finding (ATPF), or when a review is otherwise justified, assigning and liaising with the Expert panel as required,
 - Compiling all necessary information to establish an Athlete Biological Passport (ABP) Documentation Package, and
 - Declaring Adverse Passport Findings (APFs) to the Passport Custodian and WADA.

2.2 The APMU shall assess and manage Passport Sample validity in ADAMS, in consultation with the Experts or Laboratories when necessary per Article 8.2 of this Technical Document.

2.3 The APMU shall provide support to the Passport Custodian in defining priorities in order to optimize the efficiency of their ABP program. These priorities may include, but are not limited to, cost efficiency, special analyses, Test Distribution Plans, and Target Testing.

Applying for WADA APMU Approval



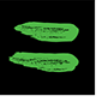
7.1.1 Expression of interest

The candidate APMU shall officially contact WADA in writing to express its interest in the WADA APMU approval process.

7.1.2 Preliminary discussion with WADA

The purpose of this discussion is to clarify issues with regard to the approval process and to obtain information about different aspects of the APMU relevant to the approval process. Such a discussion could be conducted prior to or during the approval process.

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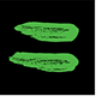


7.1.3 Description of the candidate APMU

The candidate APMU shall then complete a detailed application form provided by WADA and submit it to WADA no later than eight (8) weeks following receipt. The application form includes, but is not limited to, the following:

- List of staff, their qualifications and intended role within the APMU;
- Description of physical facilities, including a description of the security considerations for records and computer systems;
- List of external Experts, their contact information, and their qualifications;
- Business plan for the APMU and letters of support from ADOs

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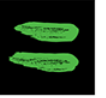
7.1.4 Liability insurance coverage

The APMU shall provide documentation to WADA that professional liability risk insurance coverage or equivalent has been obtained which covers the APMU to an amount of no less than 2 million USD annually, and should ensure that the Expert panel has suitable professional liability risk insurance or equivalent coverage.

7.1.5 Operational independence

The APMU shall ensure a degree of operational independence from the host Laboratory such that the APMU can continue to fulfill its responsibilities in compliance with this Technical Document should the WADA accreditation of the Laboratory be suspended, where the reason for the Suspension does not have an impact on the function of the APMU. Operational independence implies that the APMU shall have a separate allocation in the budget and sufficient technical and human resources to permit the APMU to manage its own affairs without hindrance or interference by host Laboratories.

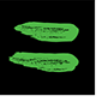
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7.1.6 Compliance with the WADA APMU Code of Ethics

The candidate APMU shall implement and comply with the provisions in the WADA APMU Code of Ethics (Appendix B). The APMU shall provide the APMU Code of Ethics to APMU personnel and ensure their understanding and compliance with all aspects. The candidate APMU shall provide to WADA a letter of compliance with the APMU Code of Ethics, signed by the APMU director.

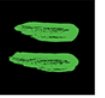
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7.1.7 WADA recommendation for approval

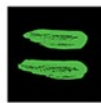
After receipt of the application form, WADA will complete and submit a report to the candidate APMU. The report will include a recommendation concerning approval of the candidate APMU. In the case where the recommendation is that the APMU should not be approved, the report will identify improvements required in order to be re-considered for designation as a WADA approved APMU. In the case where the recommendation is that the APMU should be approved, the report and recommendation will be submitted to the WADA Executive Committee for approval.

Next Steps



- WADA to provide application form
- Applications to begin March 1st
- ExCo approval means that applications need to be received and approved in time for November 2019 ExCo in order to be effective by January 1st 2020.

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