



NADO Advisory Group

Terms of Reference

The WADA National Anti-Doping Organization (NADO) Advisory Group has been created to provide advice to WADA, in particular to the WADA Program Development and NADO/RADO Relations Department.

Purpose

To review anti-doping issues impacting National Anti-Doping Organizations (NADOs) and provide guidance and recommendations to WADA on its collaboration with NADOs and development of national anti-doping programs.

Objectives/Key Activities

- 1) Provide voluntary expertise to assist with the overall strategic vision of improving the effectiveness of anti-doping programs.
- 2) Recommend and provide expert opinion on the most practical methods of improving collaboration and communication between WADA and National Anti-Doping Organizations.
- 3) Work with WADA to recommend effective partnerships/approaches/strategies for coordinated development of National Anti-Doping Organizations.
- 4) Recommend strategies for implementing effective anti-doping programs for National Anti-Doping Organizations.
- 5) Discuss emerging issues to help guide global anti-doping strategies.

Reporting Structure

The Advisory Group, through the WADA Director for Program Development & NADO/RADO Relations, provides advice to WADA. The Chairperson of the Group may be invited to provide an update directly to the Executive Committee or Foundation Board if deemed necessary.

Chairperson

The Chairperson of the Advisory Group will be appointed by the WADA Director General in consultation with the WADA Director for Program Development & NADO/RADO Relations.

Membership/Composition

The WADA Director General, in consultation with the WADA Director for Program Development & NADO/RADO Relations, will appoint persons to the Advisory Group.

Members are selected on the basis of their relevant background and experience.

Members are appointed for a term of one-year but are eligible for reappointment.

Every year the membership of the Advisory Group will be reviewed by the WADA Director General, in consultation with the WADA Director for Program Development & NADO/RADO Relations. Rotation of members will be carried out in a manner that ensures continuity of the Advisory Group's experience and expertise.

Working Norms

The Advisory Group will normally operate on the basis of consensus and maintain 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 Chairperson has the casting vote. There is presently no formal practice concerning a quorum. The Chairperson has the responsibility to determine if a quorum is present. Meeting outcomes will record any dissenting opinion on request.

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

Conflict of Interest

Advisory Group members will be bound by the Conflict of Interest policy adopted by the WADA Foundation Board in November 2019, and in this light, every year will be required to complete and sign a Statement of Absence of Conflict of Interest in accordance with the policy. Some minor modifications were made to the form in late 2019 as a result of recent governance changes¹.

Confidentiality

All Group members are required to sign a Confidentiality Agreement upon appointment (and sign 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 a result of the governance changes mentioned above); previously members were only required to sign once.

Communications and Media

- All WADA members and experts must read and comply with WADA's Media Relations Policy.
- Members will not use their title of member of the Group to make any public statement.

¹ 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.

- If a WADA member or expert receives a request for an interview specifically in relation to his/her role in WADA, that individual must consult first with WADA's Media Relations Senior Manager or (if absent) WADA's Communications Director.
- Except as required by law, or as authorized in the course of their duties, or as expressly authorized by the WADA Director General, members cannot disclose or give to any person whatsoever, including in particular members of the media, any confidential information or document that comes to their knowledge or possession either directly or indirectly through their involvement as a member of the said WADA Committee or Group, except for the information which has already been publicly disclosed or is in their possession independently from WADA.

Funding Support

WADA shall provide the necessary administration and operational resources for Advisory Group meetings.

Meetings

The Advisory Group will meet in person, as required, up to a maximum of two times per year. Additional meetings may be held via teleconference.

Meeting outcomes of the Advisory Group meetings, reports and correspondence relative to the Group shall be available and recorded and retained at WADA Headquarters.