



GENE AND CELL DOPING EXPERT ADVISORY GROUP

Terms of Reference

The WADA Gene and Cell Doping Expert Advisory Group [GCDEAG] is a designated Expert Advisory Group of the WADA Health, Medical and Research (HM&R) Committee¹.

Purpose

To be responsible for providing expert advice, recommendations and guidance to WADA Management, in particular those from the Science Department, and to report to the HM&R Committee with respect to strategies to prevent and detect non-therapeutic manipulation of genes and gene expression and the use of cell therapy approaches to enhance sport performance. It shall also assist the above individuals or bodies in establishing policies in the area of gene and cell doping in sport and provide advice on selection of research projects or programs that involve genomics, transcriptomics, or other analyses of nucleic acids.

Objectives/Key Activities

- 1) Provide voluntary expertise and advice to guide WADA in its strategy of “gene doping” and “cell doping” prevention and detection.
- 2) Provide accurate assessment of the latest development in gene and cell transfer/manipulation basic and medical research in order to anticipate future application to sport.
- 3) Work with WADA Management to maintain accurate and appropriate wording in the Gene and Cell Doping section of each annual List of Prohibited Substances and Methods.
- 4) Work with WADA Management and the Communications Department to articulate any changes and communicate, as needed, concepts related to gene doping.
- 5) Provide support as needed in the assessment of WADA funded research projects in the area of gene and cell doping.
- 6) Provide support in the organization of WADA-sponsored conferences on gene and cell doping or related issues.

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.

Reporting Structure

Working in close co-operation with WADA Management, the GCDEAG reports to the WADA HM&R Committee.

Membership/Composition

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

The WADA Director General², in consultation with the WADA HM&R Committee Chair, will appoint members to the GCDEAG.

Members are selected on the basis of their relevant background and experience (e.g. expertise in the areas of genetic diseases, gene therapy, cell therapy, genomics and research methods).

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 Director in charge with the support of the EAG Chair (in the case of a member) or the WADA HM&R 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 GCDEAG Chair is selected based on his/her proven record and expertise in Gene Therapy. The Chair/Rapporteur of the GCDEAG will be an ex-officio member of the WADA HM&R Committee (if not otherwise a member). He/she shall act as the official reporter⁴ who is responsible for ensuring appropriate coordination with the HM&R Committee and its Chair and for providing accurate and timely information on all relevant issues.

WADA Liaison

The WADA Science and Medicine Department, and in particular the Senior Executive Director of Sciences (or designated Deputy), will serve as the primary liaison between WADA and the GCDEAG.

The Senior Executive Director of Sciences (or designated Deputy) will be an observer to the GCDEAG in the sense that he/she contributes to and brings expertise to support the work of the GCDEAG but does not have a voting position. Additional WADA Science and Medicine staff may also participate in GCDEAG meetings as WADA experts on particular subject matters and to provide general support to the group where required.

² The WADA Director General will seek the expertise and guidance of the Senior Executive Director of Sciences (or Deputy).

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 GCDEAG 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.

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 GCDEAG) to the HM&R Committee, to enable it to remain aware of the tasks set for the GCDEAG for the coming year and to assess the extent to which the GCDEAG fulfilled its tasks over the preceding year.

Meetings and Working Norms

The GCDEAG will meet in person, or virtually via video or teleconference (as determined by WADA), traditionally three times a year.

The GCDEAG 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 GCDEAG meetings, reports and correspondence relative to the group's work shall be open, recorded and retained at the WADA Headquarters.

Conflict of Interest

GCDEAG 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.

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 GCDEAG 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.

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.

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 full "Overview of WADA Expert Advisory Groups" document provided to Members on appointment.

Effective Date and Future Review of ToR

These ToR come in effect on 1 January 2021.

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.