

**ARTICLE 5.6.1 - EXEMPTION APPLICATION PROCEDURE FOR ATHLETES**  
**Form 1**

According to article 5.6.1 of the [World Anti-Doping Code](#) (the “Code”), an International or National-Level Athlete who retires while included in a Registered Testing Pool (“RTP”) and wishes to compete in an International or National Event may be granted an exemption by WADA to the six-month written notice rule (in consultation with the applicable IF and NADO), where the strict application of this rule would be unfair to the Athlete.

**Application Procedure:**

**Step 1 – Athlete:**

The Athlete who wishes to apply for an exemption to the six-month written notice rule in Article 5.6.1 of the Code shall include the following information in the request:

- **Retirement:**
  - Exact date of retirement;
  - Reason(s) for retirement;
  - Proof that notice of retirement was provided in writing to each ADO that included the Athlete in its RTP; and,
  - Proof of the ADO’s receipt of the notice of retirement.
- **ADO Collection of Whereabouts:**
  - Name of RTP(s) Athlete was included in and identify which ADO collected the Athlete’s whereabouts information.
- **Anti-Doping History** (*if applicable*): list if there are any anti-doping rule violation(s) committed, and/or any whereabouts failures (missed tests and/or filing failures), and the Consequences imposed.
- **Reasons to Return to Competition:** list the reason(s) and include the level of Competition at which the Athlete wants to return (*National/International*).
- **Grounds for Request:** list the grounds and include why a strict application of the six-month written notice requirement would be unfair.
- **Return Date Sought** (*including the specific Event(s) within the six-month notice period*):
  - Date(s) Athlete wants to compete;
  - Whether the Event(s) is to qualify for a major Event (specifying the major Event) that will occur after the expiry of the six-month notice period; and,
  - Specify if the exemption being sought is for a single Event only (including the details regarding the Event).

The Athlete should complete the request by filling out [Form 1](#) (see page 4). Once the form is complete, the Athlete should send Form 1 to the ADO that collected his or her whereabouts information immediately before the Athlete retired (see step 2). In addition, all pertinent documents shall be submitted with this request.

**Step 2 – ADO that Collected Athlete’s Whereabouts (“the First ADO”):**

Within five (5) business days of receipt of the Athlete’s application, the **First ADO** with whom the Athlete filed his or her whereabouts information should complete the following steps:

- **Verify the completeness of the application (Form 1) given by the Athlete by confirming the following information:**
  - Proof that notice of retirement was provided in writing to each ADO that included the Athlete in its RTP;
  - Name of RTP(s) the Athlete was included in;
  - Which ADO collected the Athlete's whereabouts information if the Athlete was included in more than one RTP;
  - Testing history; and,
  - Anti-doping history (if applicable), the anti-doping rule violation(s) committed, and/or any whereabouts failures (missed tests and/or filing failures), and the Consequences imposed.

If the form is not complete, the ADO should send it back to the Athlete for review.

- **Provide opinion:**
  - Once revision of the request is complete, the **First ADO** should provide its opinion on the application by completing [Form 2](#) (see page 10).
- **Share request & opinion to the Second ADO and to WADA:**
  - Once the **First ADO's** opinion is provided, it should send the following documents to the **Second ADO** and to **WADA** (see Step 3):
    - Athlete's request for consideration – [Form 1](#)
    - First ADO's opinion – [Form 2](#)

### **Step 3 – Other ADO ("the Second ADO"):**

Within five (5) business days of receipt of the **First ADOs** opinion, the **Second ADO** should complete the following steps:

- **Review request and opinion:**
  - Review Form 1 and Form 2;
  - Provide its opinion of the application by completing [Form 3](#) (see page 12); and,
  - Once opinion is provided, the **Second ADO** should send its opinion to the **First ADO**.

Upon receipt of the Second ADO's opinion, the First ADO shall promptly send the complete file to **WADA**.

### **Step 4 – WADA's Final Decision:**

WADA will render a decision as soon as reasonably possible after receipt of the complete application from the relevant ADOs and notify the relevant ADOs of the decision determined. Once the ADOs have been notified, the First ADO should immediately notify the Athlete. The Athlete and both ADOs have a right of appeal to the Court of Arbitration for Sport or to the national-level reviewing body (as applicable) pursuant to Code Article 13.2.

Please note that WADA may not be in a position to adequately review an application that is received within seven (7) days of the Athlete's Event.

## Form 1 – To be Completed by the Athlete

**First Name:** \_\_\_\_\_ **Last Name:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_/\_\_\_\_/\_\_\_\_  
DD/ MM/ YYYY

**Nationality:** \_\_\_\_\_

**Level of Competition at Retirement**  
(National/International):

**Sport:** \_\_\_\_\_

\_\_\_\_\_

**Exact date of retirement:** \_\_\_\_/\_\_\_\_/\_\_\_\_  
DD/ MM/ YYYY

(please include a copy of the written retirement notice sent to each ADO that included the Athlete in its RTP)

**Reason(s) for retirement:**

**RTP at time of retirement** (please specify which NADO and/or IF, as applicable. Also, if you were included in two RTPs at the time of retirement (i.e., NADO and IF), please specify which ADO received your whereabouts filings):



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**Anti-doping history** *(please indicate if you have ever been found to have committed an anti-doping rule violation(s) or whereabouts failure(s) (missed tests or filing failures). If so, please indicate the violation(s) committed and the Consequences imposed):*

**Reason(s) for return to Competition and the level of Competition at which you want to return**  
*(National/International):*

**Grounds for request** (including why a strict application of the six-month notice requirement is unfair):

**Return date sought** (including the specific Event(s) within the six-month notice period at which you want to Compete and whether the Event(s) is to qualify for a major Event (specifying the major Event) that will occur after the expiry of the six-month notice period. **Also, please specify if the exemption being sought is for a single Event only** (*please provide the details regarding the event*):



Once this form is complete, please send the following documents to the ADO that collected your whereabouts (**the First ADO**) in order to review your application:

- A copy of the written retirement notice sent to each ADO;
- Proof of receipt of the written retirement notice; and
- Form 1

**Name and signature of the Athlete:**

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_  
DD/ MM/ YYYY

**Signature:** \_\_\_\_\_

## **ARTICLE 5.6.1 - EXEMPTION APPLICATION PROCEDURE FOR ADOs** **Forms 2 & 3**

According to article 5.6.1 of the [World Anti-Doping Code](#) (the “Code”), an International or National-Level Athlete who retires while included in a Registered Testing Pool (“RTP”) and wishes to compete in an International or National Event may be granted an exemption by WADA to the six-month written notice rule (in consultation with the applicable IF and NADO), where the strict application of this rule would be unfair to the Athlete.

### **Procedure for ADO that Collected the Athlete’s Whereabouts Information:**

#### **Step 1 – ADO that Collected Athletes Whereabouts (“the First ADO”):**

Within five (5) business days of receipt of the Athlete’s application, the **First ADO** with whom the Athlete filed his or her whereabouts information should complete the following steps:

- **Verify the completeness of the application (Form 1) given by the Athlete by confirming the following information:**
  - Proof that notice of retirement was provided in writing to each ADO that included the Athlete in its RTP;
  - Name of RTP(s) the Athlete was included in;
  - Which ADO collected the Athletes whereabouts information if the Athlete was included in more than one RTP;
  - Testing history; and,
  - Anti-doping history (if applicable), the anti-doping rule violation(s) committed, and/or any whereabouts failures (missed tests and/or filing failures), and the Consequences imposed.

If the form is not complete, the ADO should send it back to the Athlete for review.

- **Provide opinion:**
  - Once revision of request is complete, the **First ADO** should provide its opinion of the application by completing [Form 2](#) (see page 10).
- **Share request & opinion to the Second ADO:**
  - Once the **First ADOs** opinion is provided, it should send the following documents to the **Second ADO** (see Step 2):
    - Athlete’s request for consideration – [Form 1](#)
    - Its opinion – [Form 2](#)

**Step 2 – Other ADO (“the Second ADO”):**

Within five (5) business days of receipt of the **First ADOs** opinion, the **Second ADO** should complete the following steps:

- **Review request and opinion:**
  - Review Form 1 and Form 2;
  - Provide its opinion of the application by completing [Form 3](#) (see page 12), and;
  - Once opinion is provided, the **Second ADO** should send its opinion to the **First ADO**.

Upon receipt of the Second ADO’s opinion, the First ADO shall promptly send the complete file to **WADA**.

**Step 3 – WADA’s Final Decision**

WADA will render a decision as soon as reasonably possible after receipt of the complete application from the relevant ADOs and notify the relevant ADOs of the decision determined. Once the ADOs have been notified, the First ADO should immediately notify the Athlete. The Athlete and both ADOs have a right of appeal to the Court of Arbitration for Sport or to the national-level reviewing body (as applicable) pursuant to Code Article 13.2.

Please note that WADA may not be in a position to adequately review an application that is received within seven (7) days of the Athlete’s Event.

**Important: All completed forms and required documents should be sent by the First ADO to WADA ([rm@wada-ama.org](mailto:rm@wada-ama.org)).**





**Form 2 – To be Completed by the First ADO**  
(ADO that Collected the Athlete’s Whereabouts Filings)

Name of the ADO: \_\_\_\_\_

Date of receipt of notice of Athlete’s retirement (including a copy of the written retirement notice sent by the Athlete): \_\_\_\_/\_\_\_\_/\_\_\_\_  
DD/ MM/ YYYY

**Information Regarding the Athlete**

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

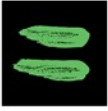
Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_  
DD/ MM/ YYYY

Sport/Discipline: \_\_\_\_\_

Was the Request Complete:  YES  NO

Date of Reception of Form 1: \_\_\_\_/\_\_\_\_/\_\_\_\_  
DD/ MM/ YYYY

**Opinion:**



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Name of the Second ADO: \_\_\_\_\_

Name and signature of the First ADO representative:

Name: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
DD/ MM/ YYYY

Signature: \_\_\_\_\_

**Once this Form is complete, please send it to the Second ADO.**



## **Form 3 – To be Completed by the Second ADO**

Name of the ADO: \_\_\_\_\_

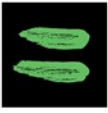
Date of receipt of notice of Athlete's retirement (including a copy of the written retirement notice sent by the Athlete if the Athlete was included in the RTP of both ADOs): \_\_\_\_/\_\_\_\_/\_\_\_\_  
DD/ MM/ YYYY

Date of receipt of Form 2: \_\_\_\_/\_\_\_\_/\_\_\_\_  
DD/ MM/ YYYY

Is Form 1 request complete?  YES  NO *If not, please add your comments in the opinion section below*

Is Form 2 request complete?  YES  NO *If not, please add your comments in the opinion section below*

**Opinion:**



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**Name and signature of the Second ADO representative:**

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_  
DD/ MM/ YYYY

**Signature:** \_\_\_\_\_

**Once this Form is complete, please send it to the First ADO.**