Checklist: Planning Effective Testing (ISTI Articles 4.1, 4.3 to 4.7, 4.9)

1. Ensure that athlete support personnel and any other person with a conflict of interest are not involved in test distribution planning for their athletes or in the athlete selection process.

2. Develop a Test Distribution Plan (TDP) that satisfies the requirement to plan and implement intelligent testing on athletes you have authority over, that is:
   - Based on the results of the risk assessment.
   - Proportionate to the risk of doping.
   - Effective to detect and deter doping practices.

3. Determine an appropriate definition for international-level athletes (IFs) and national-level athletes (NADOs):
   - International-level: At a minimum, those who compete regularly at an international level, meeting the criteria listed in ISTI 4.3.2a.
     - Publish clear and concise criteria used to classify international-level athletes.
     - Publish the list of events that would classify international-level athletes, if competing in certain international events is included in the criteria.
   - National-level: At a minimum, those who compete at the highest levels of national competition, meeting the criteria listed in ISTI 4.3.2b.

4. Allocate testing resources to one sport, discipline or nation (as applicable) in priority to others:
   - IFs: Allocate testing among the different disciplines and nations within the sport, based on a calendar of events.
   - NADOs:
     - Allocate testing among the different sports.
     - Consider anything your national anti-doping policy that prioritize certain sports.
   - MEOs: Allocate testing among the different sports and/or disciplines in the event.

5. Consider conducting target testing on the categories of athletes listed in ISTI 4.5.2:
   - IFs: Athletes competing regularly at the highest level of international competition (ISTI 4.5.2a)
   - NADOs: Athletes from priority sports (ISTI 4.5.2b)
   - All ADOs: Athletes from categories listed in ISTI 4.5.2c.

6. Consider other individual factors for determining which athletes will be subject to target testing (ISTI 4.5.3a to 4.5.3k).
7. **Document** the system you used for random selection of athletes for testing. Where random selection is conducted:
- Prioritize weighted random selection.
- Use defined criteria to ensure a greater selection of ‘at risk’ athletes.

8. **Conduct** testing between 6am and 11pm, as a general rule, unless:
- The athlete indicates a 60-minute timeslot from 5 am.
- Valid grounds exist for testing between 11pm and 6am.

9. **Determine** to what extent each of the following types of testing is required (ISTI 4.6.1):
- In-competition and out-of-competition testing.
- Testing of urine and of blood.
- Testing involving the Athlete Biological Passport (ABP) program.

10. **Ask** laboratories to analyze samples for the standard analysis menu based on whether the sample was collected in- or out-of-competition.

11. **Incorporate** the requirements of the Technical Document for Sport Specific Analysis (TDSSA).

12. **Develop** and **document** a strategy for the retention of samples (ISTI 4.7.3), ensuring it takes into account, without limitation:
- Laboratory and Athlete Passport Management Unit (APMU) recommendations.
- The possible need for retroactive analysis in connection with the ABP program.
- New detection methods in the future, relevant to the athlete, sport and/or discipline.
- Samples collected from priority athletes.
- Any other information justifying long-term storage or further analysis.

13. **Document how** your TDP is implemented based on the results of the risk assessment, and provide to WADA where requested.

14. **Coordinate** testing activities with other ADOs with overlapping testing authority, including:
- Athlete Whereabouts Pool selection.
- TDPs.
- Clear agreement on roles and responsibilities for event testing.
- Entering Doping Control Forms into ADAMS within 21 days of sample collection.
- Sharing information on Whereabouts requirements via ADAMS.
- Sharing information on ABP programs via ADAMS.
- Sharing intelligence on athletes.
15. Devote sufficient resources in order to implement your effective and proportionate testing program.

16. Monitor, evaluate and update your TDP during the year/cycle.

Other WADA resources on risk assessment:

- Guidelines for an Effective Testing Program
- Template for NADO’s Risk Assessment & TDP
- Template for IF’s Risk Assessment & TDP
- Template for MEO’s Risk Assessment & TDP