



NADO Ad Hoc Advisory Group

Terms of Reference

The WADA National Anti-Doping Organization (NADO) Ad Hoc Advisory Group is a designated advisory group of the WADA Education and NADO/RADO Relations Department.

Purpose

To providing expert advice, recommendations and guidance to WADA Management with respect to short term and long term effectiveness of National Anti-Doping Organizations, their programs and activities with a regard to promoting effective doping control strategies and plans.

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 WADA's partnerships and communications with 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 the global anti-doping strategies.

Reporting Structure

Working in close co-operation with WADA Management, the Advisory Group, through the WADA Deputy Director General (responsible Director for Education & NADO/RADO Relations), reports to the WADA Executive Committee and Foundation Board.

Chairperson

The Chairperson/Rapporteur of the Advisory Group will be appointed by the WADA Director General in consultation with the WADA Deputy Director General (responsible Director for Education & NADO/RADO Relations).

Membership/Composition

The WADA Director General, in consultation with the WADA Deputy Director General (responsible Director for Education & 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 Deputy Director General (responsible Director for Education & 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. Minutes 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.

Working Group members will be bound by the Conflict of Interest policy adopted by the WADA Executive Committee in May 2011*, and in this light, every year will be required to complete and sign a Statement of Independence and Interest in accordance with the policy.

**The Conflict of Interest Policy is currently being reviewed and a new version might replace the May 2011 version in due course.*

Confidentiality

All members are required to sign a confidentiality agreement upon appointment.

Communications and Media

- All WADA members and experts must read and agree to comply with WADA's Media Relations Policy.
- Members will not use their title of member of the Committee or Group to make any public statement.
- 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 (2) times per year. Additional meetings may be held via teleconference.

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