

ADVISORY NOTE

(Questions & Answers)

Who is required to provide whereabouts information to the IAAF?

Only athletes selected in the [IAAF Registered Testing Pool](#) (RTP) subject to out-of-competition testing are required to submit quarterly whereabouts to the IAAF. However, this does not mean that only these athletes can be tested out-of-competition. According to IAAF Rule 35.12, the IAAF may conduct out-of-competition testing on any athlete, at any time.

Athletes selected for inclusion in the RTP will be duly informed through a written notification sent directly to them and/or their National Federation.

Why is the IAAF asking for whereabouts information?

Over the years, out-of-competition testing has proven to be an efficient way to uncover doping practices among a population of elite athletes. Whereabouts information is indispensable for enabling the IAAF to locate an athlete at any time when they are not competing. As IAAF tests are conducted on a no-advance-notice basis, this information must be communicated in advance every quarter.

Whereabouts information is considered as private information and, as such, will only be processed by the IAAF and its partners on a need-to-know basis, and in accordance with the World Anti-Doping Agency (WADA) [International Standard for the protection of Privacy and Personal Information](#), and the laws of Monaco.

Which information must be provided to the IAAF?

Athletes in the IAAF RTP are required to provide complete and accurate whereabouts information for each day of the quarter. This information includes (but is not limited to):

- A complete mailing address, where correspondence may be sent for formal notice purposes;
- The full address of a place of overnight residence (e.g. home, temporary accommodation, hotel...);
- The name and address of each location where they will train, work or conduct any other regular activity (e.g. school, university);

- Their competition schedule for the quarter, including the name and address of each location where they are scheduled to compete during the quarter, and the dates on which they are scheduled to compete;
- They must also indicate a specific 60-Minute Time Slot (between 0600 and 2300 hours) where they will be available and accessible for testing at a specific location.

☞ Important: Whereabouts will only be accepted and considered to be complete when it includes all the above information.

The location for the 60-Minute Time Slot is at the athlete's choice. It may be at a training venue, at the home address, or any other location. The IAAF strongly suggests that athletes identify a 60-Minute Time Slot at a regular location that will rarely change. Many athletes, for instance, find it easier to provide a home address and a time period that is either early in the morning (e.g. 0600-0700 hours) or later in the evening (e.g. 2100-2200 hours).

This 60-Minute Time Slot is very important as it is upon this information that an athlete may be held accountable under the Missed Test evaluation procedure, should a Doping Control Officer (DCO) be unable to locate them for an unannounced out-of-competition test within that slot.

When specifying a location in their Whereabouts, an athlete must provide sufficient information to enable the DCO to find the location, gain access, and find the athlete (e.g. through provision of an intercom code if they live in a gated residence, specific location (gym, track, changing room...) if they are training in a large sporting complex, and to describe how to get there in as much detail as possible).

☞ It is very important that all this information and especially the information related to the 60-Minute Time Slot be updated as a schedule changes. If an athlete does not update their whereabouts information, they risk a Missed Test.

When must Whereabouts be submitted to the IAAF?

Whereabouts must be submitted to the IAAF before the beginning of each quarter. A written notice including a deadline is specifically sent to each RTP athlete to that effect.

How is Whereabouts information submitted and updated?

➤ *Online, via the Anti-Doping Administration System (ADAMS) programme*

This system is a secure environment, with strict safety and privacy requirements to protect confidential information. Whereabouts can be submitted directly by the athlete, or by a coach or manager if given permission to do so on the athlete's behalf. Updates can also be made electronically, or by text message/ SMS, which directly update the ADAMS system.

This system has two main benefits for an athlete: Firstly – when logging onto the system, not only can an athlete enter their Whereabouts information, but they can also view a list of doping control tests completed by the IAAF. Secondly – their National Anti-Doping Organisation (NADO) can also access their Whereabouts, so the athlete should only have to submit this information once (instead of sending it to two different organisations).

ADAMS online system is currently available in 15 languages: English, Français, Japanese (日本人), Español, Deutsch, Arabic (العربية), Russian (русский), Nederlands, Suomi, Italiano, Chinese (中文), Portugues, Korean (한국어), Čeština and Bulgarian (български).

An athlete can update their whereabouts at any time before their 60-Minute Time Slot on ADAMS, by e-mail or by text message/ SMS (see the IAAF Whereabouts division contact details below).

Who is responsible for submitting Whereabouts?

Each athlete is ultimately responsible and accountable for the Whereabouts information filed with the IAAF. They can delegate the authority for making Whereabouts submission and updates to a third party (for example, to their coach, manager, Federation, family). However, it is not a defense to an allegation of a Filing Failure under IAAF Rule 32.2 (d) that such responsibility was delegated to a third party, and that the third party subsequently failed to comply with the applicable requirements.

What are the consequences of failing to meet the IAAF Whereabouts requirements?

☞ According to IAAF Rule 32.2 (d), any combination of 3 Missed Tests or Filing Failures within an 18-month period, as determined by the IAAF and/or other Anti-Doping Organizations with jurisdiction over the athlete, shall constitute an anti-doping rule violation.

What is a Filing Failure?

A Filing Failure may be evaluated against an athlete if, having been informed of their inclusion in the RTP, the athlete:

- (i) does not make any Whereabouts filing;
- (ii) does not submit their Whereabouts by the applicable deadline;
- (iii) makes a Whereabouts filing, but does not include all required information;
- (iv) makes a Whereabouts filing, but provides information that is apparently inaccurate or insufficient; or
- (v) fails to update the required information.

A Filing Failure may also be evaluated against an athlete if the information provided, which seems accurate and complete at the time of the filing, turns out to be inaccurate or insufficient when attempting to locate them (e.g. there is no location corresponding to the address, the athlete did not mention they lived in a gated residence...).

Please also note that deliberately providing misleading whereabouts to the IAAF can lead to disciplinary action against an athlete as a form of evasion (IAAF Rule 32.2(c)) or tampering with the doping control process (IAAF Rule 32.2 (e)), which are separate Anti-Doping rules violations attracting a 2-year sanction.

What is a Missed Test?

A Missed Test is defined as a failure by the athlete to be available for Testing at the location and time specified in the 60-Minute Time Slot identified in their Whereabouts filing for the day in question.

Example: on Monday 1 January, the athlete provides a 60-Minute Time Slot from 0900-1000 hours at their home address. The athlete also provides a training location at the local stadium between 1400-1600 hours. If the Doping Control Officer attempts to test the athlete at home between 0900-1000 hours, and the athlete cannot be found – then this will be evaluated as a Missed Test. However if the DCO only attempted to test the athlete at the stadium (e.g. did not try to test within the 60-Minute Time Slot) and could not find the athlete – then this would NOT be evaluated as a Missed Test.

Additionally, athletes should be aware that an absence from testing at the 60-Minute Time Slot may still be counted as a Missed Test even if the DCO finds them, and subsequently carries out a test at any location.

What happens after a Filing Failure or a Missed Test?

The Filing Failure/ Missed Test evaluation procedure described in full in IAAF Anti-Doping Regulations can be summarized as follows:

1. A written notification of the potential Filing Failure/ Missed Test. This notification will be sent within 14 days of the date of discovery of the apparent Filing Failure or Missed Test by the IAAF;
2. Within 14 days of receipt of the notification, an athlete is required to provide a written explanation, should they wish to challenge the Filing Failure/ Missed Test. At this time, all relevant information or document(s) supporting the explanation should also be provided;
3. If an explanation is provided, it will be reviewed and assessed in light of the other documents on file at the IAAF. Within 14 days of receipt of the explanation, the IAAF will notify the athlete whether the Filing Failure or Missed Test is confirmed or not.
4. If no explanation is provided by the required deadline, the IAAF will inform the athlete in writing that a Filing Failure/ Missed Test has been recorded against them;
5. If the explanation is not considered valid, or if no explanation has been provided, and a Filing Failure/ Missed Test is confirmed, the athlete will have the possibility to request an administrative review of the initial IAAF decision;
6. This review will be conducted by the IAAF Anti-Doping Administrator (or a designee) who will not have been involved in the initial review. The review shall be based on written submissions only, and shall be completed within 14 days of the athlete's request.

Other Frequently Asked Questions

It is impossible to know for certain where I will be three months in advance – what should I do?

- The IAAF understands that an athlete may not be aware of exactly where they are going to be three months in advance...this is normal!
- In this case, the athlete should provide their best estimation of where they will be during the Quarter (still including a 60-Minute Time Slot for each day).
- They should then UPDATE the IAAF as many times as needed if anything changes.

What if I am travelling to a competition – do I still need to provide a 60-Minute Time Slot on those days?

- Yes. The IAAF needs to receive a 60-Minute Time Slot for each day. In cases where an athlete is travelling, then we suggest that they determine this 60-Minute Time Slot and venue either before departing or, ideally, after arriving at the destination.
- If the journey is due to take more than 24 hours, the athlete must provide a transportation type (Air, Car, etc.) and the trip information: carrier (e.g. the airline company), routing number (e.g. the flight number), departure and arrival locations, dates, times and details.

Will I only be tested during the 60-Minute Time Slot?

NO. It is very important to realise that the IAAF still can and will test an athlete anytime, anywhere. This is why it is mandatory to provide training and accommodation details. However, an athlete will not be evaluated for a Missed Test if the IAAF attempts testing outside the 60-Minute Time Slot provided, and is unable to find them.

For further information

If there are any questions on the information provided above, please contact the **IAAF Athlete Whereabouts Division**, on the details below:

E-mail: whereabouts@iaaf.org
Phone: +377 93 10 88 25 & +377 93 10 88 24
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