

Role & Responsibilities of the Event Contact Person

The Event Contact Person plays a very important role on the day of a competition or event. They will be the representative of the National Governing Body on the day and will liaise with the Lead Doping Control Officer. This person does not need to be the Anti-Doping Officer of the NGB but someone who is knowledgeable of event and venue i.e. member of the local organising committee or grounds person.

The main role and responsibilities of the Event Contact Person are the following:

Before the Event

- Know the details of the event and provide them to the ISC or Doping Control Officer – start times / finish times of races, matches etc
- Arrange an adequate number of chaperones to be available to assist the Doping Control Officer (if possible one chaperone per athlete to be tested). A chaperone is an authorised official responsible for notifying the athlete selected for testing and accompanying and monitoring the athlete until registered at the doping control station
- Arrange access passes for all areas of the competition venue (i.e. poolside, pitch side etc) for the Doping Control Officers and also car passes if necessary.
- Inform the Anti-Doping Unit if adequate facilities are available or inform ADU if the Mobile Unit is required
- Inform the Anti-Doping Unit of any changes to the event details

On the Day of Event

- Be available on the day of the event to meet and liaise with the Doping Control Officer and direct them to the location of the doping control station and the general layout of the venue
- Arrange transport to the Doping Control Station if it is not immediately accessible
- Ensure that the Doping Control Station is tidy and secure and take on board and accommodate where possible any suggestions for improvement to the Station made by the Doping Control Officer
- Equip the Doping Control Station with non-alcoholic sealed drinks for athletes to re-hydrate after their event
- Liaise with competitors, team officials etc and attend the selection draw where appropriate
- Assist at all times to ensure the smooth running of the testing sessions