



## **Annex C**

### **Doping Control Officer Agreement – Template**

This agreement is entered into between World Skate and, an individual serving the World Skate at its discretion as a World Skate Doping Control Officer (DCO). In consideration of the payment for services by the World Skate and the covenants herein contained and other goods and valuables consideration the DCO agrees as follows:

#### **1. Relationship**

I understand that I am not an employee of World Skate My relationship with the World Skate is as a contracted DCO. I agree not to represent myself as a DCO or purport to represent the World Skate unless authorized to do so by the World Skate. I understand that I will not receive any other benefits outside of the compensation and reimbursement for expenses specified for my services.

#### **2. Term**

I understand that the use of my services as a DCO is at the sole discretion of the World Skate I acknowledge that my accreditation as a DCO for the World Skate is issued at the sole discretion of the World Skate and may be revoked at any time by World Skate for cause or no cause I will return my DCO credentials issued by World Skate and any other World Skate property (sample collection equipment, manual, etc.) to the World Skate immediately upon request by the World Skate.

#### **3. Confidentiality**

I understand as a World Skate DCO that World Skate will disclose to me sensitive and confidential information necessary for the performance of my duties. I agree to keep any such information strictly confidential and will only disclose such information at the request of or with permission from World Skate or when

legally compelled to do so. This confidential information may include but is not limited to: athlete names, athlete residence and training addresses, athlete telephone numbers, athlete testing information and athlete test result information.

#### 4. Conflict of Interest

I understand that while representing World Skate I assume an obligation to subordinate my individual interests to the interests of World Skate and its mission.

I have read and understand World Skate Statement of Principles on Ethical Behavior and Conflict of Interest attached to this Agreement (see below). I will complete and return to World Skate the World Skate Conflict of Interest Disclosure Statement attached to this Agreement (see below). I pledge my full support of the spirit and letter of the requirements as applicable to my duties as a DCO. I agree to serve World Skate without an interest in personal gain, to avoid any institutional loss or embarrassment to the World Skate and to behave in such a way that World Skate's trust and public confidence are enhanced. I will avoid any real or apparent conflict of interest in my role as a DCO for World Skate.

#### 5. Duties

**I AGREE** to use my best efforts in all duties directly or indirectly relating to my role as World Skate DCO. I agree to use my best efforts in complying with the World Skate's protocol and procedures. I agree to ensure that the ownership, security and chain of custody of samples are maintained at all times.

**I AGREE** to maintain the highest standard of professional and personal conduct in all activities associated with World Skate While my primary duties involve sample collection, other functions may include: testimony at hearings, educational presentations, collecting intelligence and other activities whereby I will be representing World Skate at World Skate's request. I agree to refrain



from soliciting autographs, photographs, gifts or souvenirs from any Athlete, coach or official when representing World Skate.

**I AGREE** to refrain from discussing issues outside of my role as a DCO, such as medical advice, World Skate policies, or confidential information regarding Athletes tested or future testing missions, with athletes or their support personnel.

**I AGREE** to maintain a professional appearance and demeanor while conducting World Skate activities or while representing the World Skate.

**I AGREE** to ensure my DCO credentials are kept current as long as I am an active World Skate DCO, and that a photo will be on file with World Skate for such uses as accrediting or providing identification as needed to an outside entity where I may conduct testing.

## **6. Miscellaneous**

Any dispute not otherwise resolved by the parties arising out of or related to this Doping Control Officer Agreement shall be resolved through non-binding, good-faith mediation. In the event the mediation is unsuccessful, the parties agree to resolve the dispute in binding arbitration before an agreed upon dispute panel, or if not available, the Court of Arbitration for Sport.

This Agreement is intended solely for the benefit of World Skate and DCO. No other party shall be entitled to claim in any way that it is a third-party beneficiary of this Agreement.

*Please print and sign your name and date this document in the spaces provided indicating that you have read and agree to the World Skate Doping Control Officer Agreement. The original will be kept in the World Skate offices. A signed copy of this document will be mailed to you.*

<p>DCO Name: _____</p> <p>Signature: _____</p> <p>Date: _____</p>	<p>World Skate Representative Name: _____</p> <p>Signature: _____</p> <p>Date: _____</p>
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# **WORLD SKATE DOPING CONTROL OFFICER AGREEMENT**

## **STATEMENT OF PRINCIPLES ON ETHICAL BEHAVIOR AND CONFLICT OF INTEREST**

Those who choose to serve World Skate whether as volunteers or paid professionals, are held to the highest standards of conduct. As guardians of the ideals of sport, they assume an obligation to subordinate individual interests to the interests of the World Skate and its mission.

Those who serve World Skate must do so without personal gain, to avoid any institutional loss or embarrassment and to behave in such a way that the organization's trust and public confidence are enhanced. It is important to avoid any real conflict of interest as well as to avoid even the appearance of a conflict of interest.

It is important to keep in mind that the principles which guide behavior in this area are disclosure, physical absence and non-participation in the decision making process where personal or family gain is a possibility, and a commitment to honor the confidentiality of organizational information. This means you must (i) disclose conflicting interests when they arise, (ii) remain absent from the evaluation process, (iii) not participate in, or be present at, any decision-making process relating to the matter in question, and (iv) maintain the confidentiality of World Skate deliberations and information. All conduct is founded on the individual's own sense of integrity. Any individual accepting the honor of serving the World Skate must also accept the burdens of public disclosure and public scrutiny.

The following guidelines are considered minimum standards in service to the World Skate. Each individual's values undoubtedly lead to additional, self-imposed guidelines:



1. The business of World Skate is to be conducted in observance of both the spirit and letter of applicable local laws.
2. Properties, services, opportunities, authority, and influence of World Skate are not to be used for private benefit.
3. All World Skate Doping Control Officers will be required to complete a conflict of interest form. All such individuals will make full disclosure of the nature and extent of any actual or potential conflict of interest. In the consideration of an issue, where possible conflicts exist, such individuals will avoid evaluating, or in any other way influencing, directly or indirectly, or voting on the matter involved, and will be physically absent during the evaluation and vote. No DCO or any immediate family member of a DCO will:
  - a. Serve in any capacity, paid or unpaid, for a National Federation (NF) in a sport in which the DCO conducts testing for World Skate;
  - b. Have a business or commercial relationship with an NF in a sport in which the DCO conducts testing for the World Skate
  - c. A DCO will not accept gifts, souvenirs, cash, travel, hotel accommodations, entertainment or favors from an NF in a sport in which the DCO conducts testing for World Skate
  - d. An immediate family member under this Paragraph 3 is defined as any spouse, parent, sibling or child of the DCO.
4. Expenses incurred in the furtherance of World Skate business are to be reasonable, necessary and substantiated, in accordance with World Skate payment structure.
5. All are expected to respect honesty, loyalty, candor and professional competence in their relationships with World Skate and with each other.
6. Each individual has the responsibility to maintain the confidentiality of World Skate information. This includes both proprietary and sensitive information.
7. Each individual agrees not to use tobacco in or around a doping control station or to consume alcohol beverages while acting as a representative of World Skate.
8. Each individual agrees not to gamble or bet to any extent, on any event in which they are acting as a representative of World Skate.

# **WORLD SKATE DOPING CONTROL OFFICER AGREEMENT**

## **CONFLICT OF INTEREST DISCLOSURE STATEMENT (Use additional sheets if necessary)**

1. If you or any member of your immediate family is an officer, director, employee, member, volunteer of the National Olympic Committee (NOC), a National Federation (NF) or an International Federation (IF), please list the name and address of the entity(ies), the nature of your relationship with entity(ies), and describe the dealings, specifying the level at which your involvement is taking place (i.e., community, provincial, national, international level). If none, please state *NONE*.

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2. If you have reason to believe that you or any immediate members of your family may be affiliated or have business dealings with an athlete, an athlete support personnel, the NOC, a NF or an IF, in the future, please list those entities and the nature of such dealings, specifying at which level this involvement may take place (i.e., community, provincial, national, international level). If none, please state *NONE*.

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3. If there is any relationship or matter not disclosed above which might be perceived to compromise your obligations to the World Skate under the World Skate's Statement of Principles or which may raise questions of a conflict between your duty and loyalty to the World Skate and your economic self-interest, please indicate here what that relationship or matter is. This could also include any relationship with an athlete, a member of the athlete's family, or an athlete support personnel. If none, please state *NONE*.

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DCO Name \_\_\_\_\_

DCO Signature\_\_\_\_\_

Date: \_\_\_\_\_

