

**RETENTION TIMES TABLE - Courtesy of WADA.**

ADRV: anti-doping rule violation

AAF: *adverse analytical finding*

ATF: *atypical finding*

NAF: non-analytical finding

- I. Referenced data will be deleted no later than the end of the calendar quarter following the expiry of the stated retention period.
- II. Retention times are limited to two categories: Twelve (12) months and ten (10) years. The period of ten (10) years represents the time period during which an action may be commenced for an anti-doping violation under the Code. The period of twelve (12) months represents the time period relevant to count three (3) whereabouts failures giving rise to an anti-doping rule violation, and is also applied to certain incomplete documentation and TUE-related information.
- III. Retention times can be extended in case of pending or reasonably anticipated anti-doping rule violations, investigations, or other legal proceedings.

Module	Data	Retention periods	Remarks	Criteria
1 - <i>Athlete</i>  <i>Athlete</i> (general)	Name, Date of birth Sport discipline Gender	10 yrs as of time when Athlete is excluded from ADO's Testing program or as of time other data categories have been deleted (see, e.g. Section 6 - ADRV), whichever is later	Athlete data relevant for practical purposes and for notification purposes in the event of an ADRV. These data are not particularly sensitive.  Necessary to notify of ADRV and to keep a record of Athletes included in an ADO's Testing program.	Necessity
	Contact information (Phone number(s), Email address, Home-mailing address)	10yrs as of time when athlete is excluded from Ado's testing program	Same as above.	Necessity

Module	Data	Retention periods	Remarks	Criteria
<p><b>2 - Whereabouts*</b>  *(except for city, country and In-competition whereabouts information, which are needed for the Athlete Biological Passport see section7)</p> <p>Whereabouts</p>	<p>Whereabouts (other than city, country and In-Competition whereabouts )</p> <p>Whereabouts Failures (filing failures and Missed tests)</p>	<p>12 months as of end of the whereabouts quarter for which the data was submitted</p> <p>10 years as of date of whereabouts failure</p>	<p>Relevant to count 3 whereabouts failures in 12 months' time</p> <p>Relevant to count 3 whereabouts failures in 12 months' time and to other possible ADRVs. If ADRV, will also be kept as part of results management file (see section 6).</p>	<p>Necessity</p> <p>Necessity</p>

Module	Data	Retention periods	Remarks	Criteria
3 - TUEs  TUE	TUE certificates and rejected TUE decision forms	10 yrs as of certificate date/date of rejection decision	<p>Destroying medical information makes it impossible for WADA/ADOs to review TUEs retrospectively after TUE has lost its validity. TUE information is largely medical and therefore specifically sensitive.</p> <p>Can be relevant in case of <i>re-testing or other investigations</i>.</p>	Proportionality /Necessity
	TUE application forms and supp. med information and any other TUE info not otherwise expressly mentioned herein	12 months from end of validity of TUE	Loses relevance after expiration of TUE except in case of reapplication.	Proportionality /Necessity
	Incomplete TUEs	12 months from date of creation	Can be relevant in case of re-application.	Proportionality

Module	Data	Retention periods	Remarks	Criteria
<p><b>4 - Testing</b></p> <p><i>Testing</i></p>	<p>Doping Control Forms (DCF)</p> <p>Mission/Testing orders</p> <p>Chain of Custody</p> <p>Incomplete testing documentation or documentation not matched to a Sample</p>	<p>10 yrs as of Sample collection date</p> <p>Retained until all associated DCFs have been deleted</p> <p>10 yrs as of the document creation date</p> <p>12 months as of the document creation date</p>	<p>DCFs, associated mission/Testing orders, and chain of custody documents are relevant for Athlete Biological Passport and in case of re-Testing of Samples. If ADRV, will also be kept as part of results management file (see section 6)</p> <p>Same as above</p> <p>Same as above</p> <p>Documentation that is incomplete or not matched to a Sample typically results from a data entry error and is discarded after a short delay for data integrity purposes</p>	<p>Proportionality/ Necessity</p> <p>Proportionality /Necessity</p> <p>Proportionality /Necessity</p> <p>Proportionality /Necessity</p> <p>Proportionality</p>

Module	Data	Retention periods	Remarks	Criteria
<p><b>5 - Test results/Results management</b></p>	<p>Analytical test results (incl. AAF/ATF), laboratory reports, and other associated documentation</p>	<p>as of Sample collection date/ date of creation of relevant documents:  10 yrs*</p>	<p>Necessary because of multiple violations and retrospective analysis. If ADRV, will also be kept as part of results management file (see section 6).</p> <p>*Subject to the criteria and requirements of the Code/International Standards, analytical data resulting from Sample analysis and other Doping Control information may, in certain circumstances, be kept beyond the applicable retention period for research and other purposes permitted by Article 6.3 of the Code. Samples and data must be processed to ensure they cannot be traced back to an athlete before being used for such secondary purposes. 10 years is the maximum retention time for identifiable data and Samples. See the International Standard for Laboratories for details</p>	<p>Necessity</p> <p>Proportionality /Necessity</p>

Module	Data	Retention periods	Remarks	Criteria
<b>6 - Proceedings and Decisions (ADRV)</b>		As of the date of final decision:	Managed by World Skate	
Decisions and proceedings	Sanctions and decisions under the <i>Code</i>	Longer of 10 yrs or duration of sanction*	Necessary because of multiple violations and possible duration of sanctions.  * Decisions (e.g. CAS decisions) can be important legal precedents and part of the public record; in such cases, ADOs may decide to retain a decision beyond the applicable retention period.	Necessity  Proportionality/ Necessity
	Relevant documentation/files ((incl. AAF or whereabouts failure record, case files, laboratory and ABP documentation packages, etc.))	Longer of 10 yrs or duration of sanction	Necessary because of multiple violations and possible duration of sanctions.	Necessity
<b>7 - Athlete Biological Passport</b>				
Results	Biological variables, ATPF, APF, APMU reports, expert reviews and other supporting documentation	10 yrs as of date of match between results and Doping Control Form	Necessary because of multiple violations and to analyze or review biological variables, APMU reports and expert reviews over time.	Necessity
Whereabouts	Whereabouts (only city, country and In-Competition whereabouts)	10 yrs as of end of the whereabouts quarter for which the data was submitted	Needed to support atypical/abnormal results, or to refute Athletes' claims.	Proportionality/ Necessity

