



The ARAB REPUBLIC OF EGYPT

THE EGYPTIAN ANTI-DOPING ORGANIZATION

"EGY-NADO"

BASIC RULES

INTRODUCTION

The main goal of EGY-NADO's Basic Rules as follows:

- Governing Board (Strategic Board).
- Responsibilities of Executive Management which include:
 - Day to day operations.
 - Financial.
 - Administrative.
 - Legal.
 - Personnel.





DEFINITIONS

ADAMS: The Anti-Doping Administration and Management System is a Web-based database management tool for data entry, storage, sharing, and reporting designed to assist stakeholders and WADA in their anti-doping operations in conjunction with data protection legislation.

Administration: Providing, supplying, supervising, facilitating, or otherwise participating in the Use or Attempted Use by another Person of a Prohibited Substance or Prohibited Method. However, this definition shall not include the actions of bona fide medical personnel involving a Prohibited Substance or Prohibited Method used for genuine and legal therapeutic purposes or other acceptable justification and shall not include actions involving Prohibited Substances which are not prohibited in Out-of Competition Testing unless the circumstances as a whole demonstrate that such Prohibited Substances are not intended for genuine and legal therapeutic purposes or are intended to enhance sport performance.

Adverse Analytical Finding: A report from a WADA –accredited laboratory or other WADA -approved laboratory that, consistent with the International Standard for Laboratories and related Technical Documents, identifies in a Sample the presence of a Prohibited Substance or its Metabolites or Markers (including elevated quantities of endogenous substances) or evidence of the Use of a Prohibited Method.

Adverse Passport Finding: A report identified as an Adverse Passport Finding as described in the applicable International Standards.





Anti-Doping Organization: A Signatory that is responsible for adopting rules for initiating, implementing or enforcing any part of the Doping Control process. This includes, for example, the International Olympic Committee, the International Paralympic Committee, other Major Event Organizations that conduct Testing at their Events, WADA, International Federations, and National Anti-Doping Organizations.

Athlete: Any Person who competes in sport at the international level (as defined by each International Federation) or the national level (as defined by each National Anti-Doping Organization). An Anti-Doping Organization has discretion to apply anti-doping rules to an Athlete who is neither an International-Level Athlete nor a National-Level Athlete, and thus to bring them within the definition of "Athlete." In relation to Athletes who are neither International-Level nor National-Level Athletes, an Anti-Doping Organization may elect to: conduct limited Testing or no Testing at all; analyze Samples for less than the full menu of Prohibited Substances; require limited or no whereabouts information; or not require advance TUEs. However, if an Article 2.1, 2.3 or 2.5 of the Code, anti-doping rule violation is committed by any Athlete over whom an Anti-Doping Organization has authority who competes below the international or national level, then the Consequences set forth in the Code (except Article 14.3.2 of the Code) must be applied. For purposes of Article 2.8 of the Code and Article 2.9 of the Code and for purposes of anti-doping information and education, any Person who participates in sport under the authority of any Signatory, government, or other sports organization accepting the Code is an Athlete.

Athlete Biological Passport: The program and methods of gathering and collating data as described in the International Standard for





Testing and Investigations and International Standard for Laboratories.

Athlete Support Personnel: Any coach, trainer, manager, agent, team staff, official, medical, paramedical personnel, parent or any other Person working with, treating or assisting an Athlete participating in or preparing for sports Competition.

Attempt: Purposely engaging in conduct that constitutes a substantial step in a course of conduct planned to culminate in the commission of an anti-doping rule violation. Provided, however, there shall be no anti-doping rule violation based solely on an Attempt to commit a violation if the Person renounces the Attempt prior to it being discovered by a third party not involved in the Attempt.

Atypical Finding: A report from a WADA -accredited laboratory or other WADA -approved laboratory which requires further investigation as provided by the International Standard for Laboratories or related Technical Documents prior to the determination of an Adverse Analytical Finding.

Atypical Passport Finding: A report described as an Atypical Passport Finding as described in the applicable International Standards.

CAS: The Court of Arbitration for Sport.

Code: The World Anti-Doping Code.

Competition: A single race, match, game or singular sport contest. For example, a basketball game or the finals of the Olympic Games.





meter race in athletics. For stage races and other sport contests where prizes are awarded on a daily or other interim basis the distinction between a Competition and an Event will be as provided in the rules of the applicable International Federation.

Consequences of Anti-Doping Rule Violations (“Consequences”): An Athlete’s or other Person’s violation of an anti-doping rule may result in one or more of the following: (a) Disqualification means the Athlete’s results in a particular Competition or Event are invalidated, with all resulting Consequences including forfeiture of any medals, points and prizes; (b) Ineligibility means the Athlete or other Person is barred on account of an anti-doping rule violation for a specified period of time from participating in any Competition or other activity or funding as provided in Article 10.12.1 of the Code; (c) Provisional Suspension means the Athlete or other Person is barred temporarily from participating in any Competition or activity prior to the final decision at a hearing conducted under Article 8 of the Code; (d) Financial Consequences means a financial sanction imposed for an anti-doping rule violation or to recover costs associated with an anti-doping rule violation; and (e) Public Disclosure or Public Reporting means the dissemination or distribution of information to the general public or Persons beyond those Persons entitled to earlier notification in accordance with Article 14 of the Code. Teams in Team Sports may also be subject to Consequences as provided in Article 11 of the Code.

Contaminated Product: A product that contains a Prohibited Substance that is not disclosed on the product label or in information available in a reasonable Internet search.





Disqualification: See Consequences of Anti-Doping Rule Violations above.

Doping Control: All steps and processes from test distribution planning through to ultimate disposition of any appeal including all steps and processes in between such as provision of whereabouts information, Sample collection and handling, laboratory analysis, TUEs, results management and hearings.

Event: A series of individual Competitions conducted together under one ruling body (e.g., the Olympic Games, FINA World Championships, or Pan American Games).

Event Venues: Those venues so designated by the ruling body for the Event.

Event Period: The time between the beginning and end of an Event, as established by the ruling body of the Event.

EGY-NADO Executive Management: CEO and all Staff working in the Egyptian Anti-Doping Organization.

Fault: Fault is any breach of duty or any lack of care appropriate to a particular situation. Factors to be taken into consideration in assessing an Athlete or other Person's degree of Fault include, for example, the Athlete's or other Person's experience, whether the Athlete or other Person is a Minor, special considerations such as impairment, the degree of risk that should have been perceived by the Athlete and the level of care and investigation exercised by the Athlete in relation to what should have been the perceived level of risk. In assessing the Athlete's or other Person's degree of Fault, the





circumstances considered must be specific and relevant to explain the Athlete's or other Person's departure from the expected standard of behavior. Thus, for example, the fact that an Athlete would lose the opportunity to earn large sums of money during a period of Ineligibility, or the fact that the Athlete only has a short time left in his or her career, or the timing of the sporting calendar, would not be relevant factors to be considered in reducing the period of Ineligibility under Article 10.5.1 or 10.5.2 of the Code.

Financial Consequences: See Consequences of Anti-Doping Rule Violations above.

In-Competition: Unless provided otherwise in the rules of an International Federation or the ruling body of the Event in question, "In-Competition" means the period commencing twelve hours before a Competition in which the Athlete is scheduled to participate through the end of such Competition and the Sample collection process related to such Competition. Independent Observer Program: A team of observers, under the supervision of WADA, who observe and provide guidance on the Doping Control process at certain Events and report on their observations.

Individual Sport: Any sport that is not a Team Sport.

Ineligibility: See Consequences of Anti-Doping Rule Violations International

Event: An Event or Competition where the International Olympic Committee, the International Paralympic Committee, an International Federation, a Major Event Organization, or another





international sport organization is the ruling body for the Event or appoints the technical officials for the Event.

International-Level Athlete: Athletes who compete in sport at the international level, as defined by each International Federation, consistent with the International Standard for Testing and Investigations.

International Standard: A standard adopted by WADA in support of the Code. Compliance with an International Standard (as opposed to another alternative standard, practice or addressed by the International Standard were performed properly. International Standards shall include any Technical Documents issued pursuant to the International Standard.

Major Event Organizations: The continental associations of National Olympic Committees and other international multisport organizations that function as the ruling body for any continental, regional or other International Event.

Marker: A compound, group of compounds or biological variable(s) that indicates the Use of a Prohibited Substance or Prohibited Method.

Metabolite: Any substance produced by a biotransformation process.

Minor: A natural Person who has not reached the age of eighteen years.





National Anti-Doping Organization: The entity(ies) designated by each country as possessing the primary authority and responsibility to adopt and implement anti-doping rules, direct the collection of Samples, the management of test results, and the conduct of hearings at the national level. If this designation has not been made by the competent public authority (ies), the entity shall be the country's National Olympic Committee or its designee.

National Event: A sport Event or Competition involving International- or National-Level Athletes that is not an International Event.

National-Level Athlete: Athletes who compete in sport at the national level, as defined by each National Anti-Doping Organization, consistent with the International Standard for Testing and Investigations.

National Olympic Committee: The organization recognized by the International Olympic Committee. The term National Olympic Committee shall also include the National Sport Confederation in those countries where the National Sport Confederation assumes typical National Olympic Committee responsibilities in the anti-doping area.

No Fault or Negligence: The Athlete or other Person's establishing that he or she did not know or suspect, and could not reasonably have known or suspected even with the exercise of utmost caution, that he or she had Used or been administered the Prohibited Substance or Prohibited Method or otherwise violated an anti-doping rule. Except in the case of a Minor, for any violation of Article 2.1 of the Code, the Athlete must also establish how the Prohibited Substance entered his or her system.





No Significant Fault or Negligence: The Athlete or other Person's establishing that his or her Fault or negligence, when viewed in the totality of the circumstances and taking into account the criteria for No Fault or Negligence, was not significant in relationship to the anti-doping rule violation. Except in the case of a Minor, for any violation of Article 2.1 of the Code, the Athlete must also establish how the Prohibited Substance entered his or her system.

Out-of-Competition: Any period which is not In-Competition.
Participant: Any Athlete or Athlete Support Person. **Person:** A natural Person or an organization or other entity.

Possession: The actual, physical Possession, or the constructive Possession (which shall be found only if the Person has exclusive control or intends to exercise control over the Prohibited Substance or Prohibited Method or the premises in which a Prohibited Substance or Prohibited Method exists); provided, however, that if the Person does not have exclusive control over the Prohibited Substance or Prohibited Method or the premises in which a Prohibited Substance or Prohibited Method exists, constructive Possession shall only be found if the Person knew about the presence of the Prohibited Substance or Prohibited Method and intended to exercise control over it. Provided, however, there shall be no anti-doping rule violation based solely on Possession if, prior to receiving notification of any kind that the Person has committed an anti-doping rule violation, the Person has taken concrete action demonstrating that the Person never intended to have Possession and has renounced Possession by explicitly declaring it to an Anti-Doping Organization. Notwithstanding anything to the contrary in this definition, the purchase (including by any electronic or other





means) of a Prohibited Substance or Prohibited Method constitutes Possession by the Person who makes the purchase.

Prohibited List: The List identifying the Prohibited Substances and Prohibited Methods.

Prohibited Method: Any method so described on the Prohibited List.
Prohibited Substance: Any substance, or class of substances, so described on the Prohibited List.

Provisional Hearing: For purposes of Article 7.9 of the Code, an expedited abbreviated hearing occurring prior to a hearing under Article 8 of the Code that provides the Athlete with notice and an opportunity to be heard in either written or oral form.

Provisional Suspension: See Consequences of Anti-Doping Rule Violations above. **Publicly Disclose or Publicly Report:** See Consequences of Anti-Doping Rule Violations above.

Regional Anti-Doping Organization: A regional entity designated by member countries to coordinate and manage delegated areas of their national anti-doping programs, which may include the adoption and implementation of anti-doping rules, the planning and collection of Samples, the management of results, the review of TUEs, the conduct of hearings, and the conduct of educational programs at a regional level.

Registered Testing Pool: The pool of highest-priority Athletes established separately at the international level by International Federations and at the national level by National Anti-Doping Organizations, who are subject to focused In-Competition and Out-





of-Competition Testing as part of that International Federation's or National Anti-Doping Organization's test distribution plan and therefore are required to provide whereabouts information as provided in Article 5.6 of the Code and the International Standard for Testing and Investigations.

Signatories: Those entities signing the Code and agreeing to comply with the Code, as provided in Article 23 of the Code.

Strict Liability: The rule which provides that under Article 2.1 and Article 2.2 of the Code, it is not necessary that intent, Fault, negligence, or knowing Use on the Athlete's part be demonstrated by the Anti-Doping Organization in order to establish an anti-doping rule violation. **Substantial Assistance:** For purposes of Article 10.6.1 of the Code, a Person providing Substantial Assistance must: (1) fully disclose in a signed written statement all information he or she possesses in relation to anti-doping rule violations, and (2) fully cooperate with the investigation and adjudication of any case related to that information, including, for example, presenting testimony at a hearing if requested to do so by an Anti-Doping Organization or hearing panel. Further, the information provided must be credible and must comprise an important part of any case which is initiated or, if no case is initiated, must have provided a sufficient basis on which a case could have been brought.

Tampering: Altering for an improper purpose or in an improper way; bringing improper influence to bear; interfering improperly; obstructing, misleading or engaging in any fraudulent conduct to alter results or prevent normal procedures from occurring. **Target Testing:** Selection of specific Athletes for Testing based on criteria set forth in the International Standard for Testing and Investigations.





Testing: The parts of the Doping Control process involving test distribution planning, Sample collection, Sample handling, and Sample transport to the laboratory.

Trafficking: Selling, giving, transporting, sending, delivering or distributing (or Possessing for any such purpose) a Prohibited Substance or Prohibited Method (either physically or by any electronic or other means) by an Athlete, Athlete Support Person or any other Person subject to the jurisdiction of an Anti-Doping Organization to any third party; provided, however, this definition shall not include the actions of "bona fide" medical personnel involving a Prohibited Substance used for genuine and legal therapeutic purposes or other acceptable justification, and shall not include actions involving Prohibited Substances which are not prohibited in Out-of Competition Testing unless the circumstances as a whole demonstrate such Prohibited Substances are not intended for genuine and legal therapeutic purposes or are intended to enhance sport performance.

TUE: Therapeutic Use Exemption, as described in Article 4.4. UNESCO Convention: The International Convention against Doping in Sport adopted by the 33rd session of the UNESCO General Conference on 19 October 2005, including any and all amendments adopted by the States Parties to the Convention and the Conference of Parties to the International Convention against Doping in Sport.

WADA: The World Anti-Doping Agency.





The Organization's Nature/Foundation/
Location/Goals/Specialization/ Formation

Article One

The Organization's Nature

The Egyptian Anti-Doping Organization "EGY-NADO" is a sport Agency, has an independent legal Personality. It is also a private Agency of a Public Interest, complies with the provisions of the International Convention against Doping in Sport, issued in Paris on October 19, 2005 to which the Arab Republic of Egypt is enrolled under the Decree No. 12 of 2007 of the President of the Republic, ratified by the People's Council Session held on April 20, 2007.

- Egyptian Anti-Doping Organization is non-profitable organization in the field of sport and completely Independent from (government, NFs, NOC and NPC).
- The Governing Board and all other members who sit on the Egyptian disciplinary panel or national appeal panel are completely Independent from (government, NFs, NOC and NPC).
- The Executive management are completely Independent from (government, NFs, NOC and NPC) operationally, planning, high level management, all activities and external and internal financial policies.





Article Two

the Egyptian Anti-Doping Organization "EGY-NADO" is a signatory to The World Anti-Doping Code, and it shall comply with the 2015 World Anti-Doping Code, International Standards and Best Practice issued by the World Anti-Doping Agency "WADA".

Article Three

The Egyptian Anti-Doping Organization "EGY-NADO":

- 1- Is the sole entity responsible for all anti-doping activities in the country except for the jurisdiction of IFs and MEOs under the Code;
- 2- Has automatic jurisdiction over all athletes, other persons and NFs;
- 3- Adopts its own rules and that such rules apply automatically to all athletes, other persons, and NFs.

According to the 2015 World Anti-Doping Code and EGY-NADO Anti-Doping Rules in Cooperation with but independently from the Ministry of Youth and Sports and Sports Movements.

Article Four

The Egyptian Anti-Doping Organization "EGY-NADO" complies with

- Copenhagen Declaration 2003.





- The International Convention against Doping in Sport, issued by UNESCO on 2005.
- Luxor International Declaration 2014.
- 2015 World Anti-Doping Code and the International Standards
- The Technical Document for Sport Specific Analysis and any other mandatory document issued by WADA.

Article Five

The Egyptian Anti-Doping Organization has automatic jurisdiction over all Athletes (National and International), National Sport Federations (Olympic, Non-Olympic and Paralympic) and other Support Personnel - as well as all Persons falling within the scope of Article 1.3 of the EGY-NADO's Anti-Doping Rules, which are reproduced herein for ease of reference:

1.3 Application to Persons

1.3.1 These Anti-Doping Rules shall apply to the following Persons (including Minors), in each case, whether or not such Person is a national or resident in Egypt:

1.3.1.1 all Athletes and Athlete Support Personnel who are members or license-holders of any National Federation in Egypt, or of any member or affiliate organization of any National Federation in Egypt (including any clubs, teams, associations or leagues);

1.3.1.2 all Athletes and Athlete Support Personnel who participate in such capacity in Events, Competitions and other activities organized, convened, authorized or recognized by any National Federation in Egypt, or by any member or affiliate organization of any National Federation in Egypt (including any clubs, teams, associations or leagues), wherever held;

1.3.1.3 any other Athlete or Athlete Support Person or other Person who, by virtue of an accreditation, a license or other contractual arrangement, or otherwise, is subject to the jurisdiction of any National Federation in Egypt, or of any member or affiliate organization





of any National Federation in Egypt (including any clubs, teams, associations or leagues), for purposes of anti-doping;

1.3.1.4 All Athletes and Athlete Support Personnel who participate in any capacity in any activity organized, held, convened or authorized by the organizer of a National Event or of a national league that is not affiliated with a National Federation.

1.3.1.5 All Athletes who do not fall within one of the foregoing provisions of this Article 1.3.1 but who wish to be eligible to participate in International Events or National Events (and such Athletes must be available for testing under these Anti-Doping Rules for at least [six] months before they will be eligible for such Events).

1.3.2 These Anti-Doping Rules shall also apply to all other Persons over whom the Code gives EGY-NADO jurisdiction, including all Athletes who are nationals of or resident in Egypt, and all Athletes who are present in Egypt, whether to compete or to train or otherwise.

1.3.3 Persons falling within the scope of Article 1.3.1 or 1.3.2 are deemed to have accepted and to have agreed to be bound by these Anti-Doping Rules, and to have submitted to the authority of EGY-NADO to enforce these Anti-Doping Rules and to the jurisdiction of the hearing panels specified in Article 8 and Article 13 to hear and determine cases and appeals brought under these Anti-Doping Rules, as a condition of their membership, accreditation and participation in their chosen sport.

Of all of the Athletes falling within the scope of Article 1.3 of EGY NADO's Anti-Doping Rules, the following Athletes shall be deemed National-Level Athletes for the purposes of EGY NADO's Anti-Doping Rules :

- All Athletes assigned to Registered Testing Pool or National Testing Pool of EGY-NADO
- All Athletes included on the list in an Egyptian Olympic, Paralympic or sports association.
- All Athletes selected in an Egyptian Olympic, Paralympic or sports association teams.





- All Athletes competing in elite or open grade categories at specified events or selected in specified national representative teams within the sports.

But if any such Athletes are classified by their respective International Federations as International-Level Athletes then they shall be considered International-Level Athletes (and not National-Level Athletes) for purposes of EGY NADO's Anti-Doping Rules.

EGY-NADO also has jurisdiction to all Persons falling within the scope of Article 1.3 of EGY NADO's Anti-Doping Rules.

- However, in accordance with Article 4.3 of the International Standard for Testing and Investigations, the main focus of EGY-NADO test distribution plan will be National-Level Athletes.
- EGY-NADO vigorously pursuing all potential Anti-Doping Rule Violations within its jurisdiction, including investigation whether Athletes, Athlete Support Personnel or other Persons may have been involved in each case of doping, and ensuring proper enforcement of Consequences.
- Conducting an automatic investigation of Athlete Support Personnel within its jurisdiction in the case of any anti-doping rule violation by any Athlete, Athlete's Support Personnel .

EGY-NADO should prepare an effective Anti-Doping Program cooperating with but independently from the Ministry of Youth and





Sports, the National Olympic Committee, the Paralympic Committee, and all National Federations.

- Planning, coordinating, implementing, monitoring and advocating improvements in Doping Control.
- Cooperating with other relevant national organizations, agencies and other Anti-Doping Organizations.
- Encouraging reciprocal testing between other National Anti-Doping Organizations.
- Cooperating fully with WADA in connection with investigations conducted by WADA pursuant to Article 20.7.10 of the Code.
- Where funding is provided: withholding some or all funding to an Athlete or Athlete Support Personnel while he or she is serving a period of Ineligibility for Anti-Doping Rules Violation.

Article Six

Governing Board (Strategic Board)

Governing Board consists of a president and five Members are appointed for four years only by the concerned Minister. Governing Board is responsible for developing, follow up, evaluate a strategic Plan and approving the Budget together in cooperation with the CEO.





The Governing Board should have the following Conditions:

- Each member shall be an Egyptian, has all Civil and Political Rights.
- Each member shall be at least Thirty five (35) years old.
- Each member may not be suspended or delisted under a decision of the Public Association, Governing Board, any International Federation or has been delisted or suspended, due to the payment of his/her financial Dues of any sport Agency, youth agency or any other social Association , within four years of the date of appointment.
- Each member shall not be enlisted due to criminal issues.
- Each member shall not have any role in any Sport National Federation and/or any role in a sport under the jurisdiction of a Sport National Federation.
- Each member should not be as a Governing Board and working in Government (Ministry of Sport).
- He should be expert in fields of medicine, legal, administrative or sport not less than five years or retired athlete or was working in the field of sport at least one year before appointment Date.
- There should be no conflict of interest for the Governing Board and all appointments in EGY-NADO.
- Any member shall be automatically retired from the Governing Board of the organization, in case of any conflict abovementioned in this article, unless it present within a





month what proves that he/she terminated his/her membership at the other agency.

- The Governing Board meets every six months according to invitation by the CEO.
 - The meeting is considered valid by the presence of three members at least. The Council decisions is issued according to absolute majority of the presence not less than three votes, and in case of votes are equals the part of which the president votes shall be applicable.

Article Seven

Executive Management

A. Chief Executive Officer (CEO)

The CEO of the Egyptian Anti-Doping Organization "EGY-NADO" directly performs the following tasks:

The CEO has to be completely responsible for managing, executing and developing all forms of activities of the Egyptian Anti-Doping Organization "EGY-NADO", completely independent of government and sports movements for the purpose of succeeding the organization's power.

1. Securing and managing all the financial, personal and technical resources of the organization including the preparation of reports and related agreements.





2. Helping the Governing Board to develop, follow-up and evaluate the strategic plan for 3-5 years.
3. Complying with regulations, provisions and concerned policies independently of sports movements and government.
4. Responsible for Anti-Doping program which including :-

- Testing program and Test Distribution Plan According to the 2015 World Anti-Doping Code Article 5 (5.1, 5.2, 5.3, 5.4, 5.5, 5.6, 5.7 and 5.8).
- Analysis of samples According to the 2015 World Anti-Doping Code Article 6 (6.1, 6.2, 6.3, 6.4 and 6.5)
- Results management according to the 2015 World Anti-Doping Code Article 7 (7.1, 7.2, 7.3, 7.4, 7.5, 7.6, 7.7, 7.8, 7.9, 7.10 and 7.11)
- Fair hearings according to the 2015 World Anti-Doping Code Article 8 (8.1, 8.2, 8.3, 8.4 and 8.5)
- Sanctions according to the 2015 World Anti-Doping Code Article 10 (10.1, 10.2, 10.3, 10.4, 10.5, 10.6, 10.7, 10.8, 10.9, 10.10, 10.11, 10.12 and 10.13)
- Appeal according to the 2015 World Anti-Doping Code article 13 (13.1, 13.2, 13.3, 13.4, 13.5, 13.6, 13.7)
- Education according to the 2015 World Anti-Doping Code article 18 (18.1, 18.2, 18.3 and 18.4).
- International cooperation with other NADOs, IFs and other Sports Organization.





5. Responsibility of Financial affairs, Administrative, Personnel and evaluation of operational plan.
6. Completing all documents and properly preparing reports and keeping them with confidentiality.
7. Emphasizing the administrative support to the Governing Board and as required to the experts committees.
8. Improving the quality and efficiency of the organization's activities under the available resources.
9. Developing, keeping in touch and cooperation with other Anti-Doping organizations, government, local and the International sport federations.
10. Representing the organization on media, programs (not pending cases and except in response to public comments attributed to the athlete, other person or their representatives. as per article 14.3.5 of 2015 World Anti-Doping Code), conferences and activities.
11. Participating in international and local Anti-Doping initiatives.
12. Keeping and reviewing developments relating to all areas related to anti- doping, not just administrative activities of the organization, which include but are not limited to results management, TUEs, investigations, education and research.

Qualifications of CEO:

1. A university degree in the field of sports, health, social science or business administration.





2. General experience at developing and managing similar organizations or greater than and more complex ones.
3. Having experience in the strategic planning and fixing programs and policies.
4. Excellent at verbal and written communication.
5. Excellent at the public relations skills.
6. Leading abilities.
7. Mastering the basic computer programs, emails and internet.
8. No controversy at the interests relating to the organization's role.

Additional experiences including (Preferred):

1. Knowledge of the International and local sport environments.
2. Well knowledge of Anti-Doping matters.
3. Experience at the program of Anti-Doping.
4. Expert at the International cooperation.
5. Experience of the governmental environment and concerned policies.
6. Expert at the relations of Media.

B. Job Description for Doping Control Manager (DCM)

DCM working under supervision of CEO of EGY-NADO

▪ **Job purpose:**

Responsible for planning of Testing and management of sample collection for athletes according to the international standards for testing and investigations (ISTI) and leading the Testing team





- ❖ Drive a culture of creativity and innovation; promote close working practices and communication across all members of the department .
- ❖ Managing and training the Doping Control Officers (DCOs) and chaperones.
 - Qualification

Preferable to have a university degree in the field of health science (physician, pharmacist, dentist, veterinary).

C. Job Description for Education Manager

Education Manager working under supervision of CEO of EGY-NADO

- Job purpose:

Job is directly related to teaching and learning activities but may work mainly on the administrative end. May also work with instructors on their lesson plans and other teaching duties. They monitor new of junior staff and may mediate any interpersonal conflicts.

- Qualification

- ❖ A university degree in the field of sports, business administration or health science (physician, pharmacist, dentist, veterinary).

D. Job Description for Financial Manager

Financial Manager working under supervision of CEO of EGY-NADO

- Job purpose:





- Responsible for all financial matters.
- Tracking Budget Expenses
- Lead the financial planning of the Egyptian Anti-Doping Organization.
- Plan and project all financial affairs.
 - Qualification
- A university degree in the field of business administration or accounting.

E. Job Description for Legal Manager

Legal Manager working under supervision of CEO of

- Job purpose
- Give accurate and timely counsel to executives in a variety of legal topics (labor law, partnerships, international ventures, corporate finance etc.)
- Collaborate with management to devise efficient defense strategies.
- Communicate and negotiate with external parties (regulators, external counsel, public authority etc.), creating relations of trust
- Draft and solidify agreements, contracts and other legal documents to ensure the EGY-NADO's full legal rights.
 - Qualification
- A university degree in the field of Law.

F. Job Description for Administrative Manager

Administrative Manager working under supervision of CEO





▪ Job purpose

- Supports operations by implementing administrative systems. Provides supplies by identifying needs for all departments in EGY-NADO office.
- Provides communication systems by identifying needs; evaluating options; maintaining equipment; approving invoices.
- Developing and utilizing filing and retrieval systems.

Skills of all Executive Management:

- Decision making
- Project management
- Time management
- Professionalism
- Computer literacy
- Communication, facilitating and presenting
- People management
- Being analytical and amenable
- Being flexible and understanding
- Leadership and development

N.B: All Executive Management (CEO and Staff) must be independent of sports movement and government, and must sign a form of conflict of interest.





Article Eight

Disciplinary and Hearing Committee

An independent Egyptian Disciplinary Committee shall be formed as the first instance tribunal for Anti-Doping Rule Violation other than cases referred to the CAS.

This committee has automatic jurisdiction for all Egyptian athletes (National and International), all other Persons and all National Federations.

Egyptian Disciplinary Committee shall apply its jurisdiction to all athletes, and all other persons (including Minors) in each case, whether or not such Athlete or Person is a national , international, resident , train or compete in Egypt.

National-Level Athletes are all Athletes falling within the scope of Article 1.3 of EGY-NADO's Anti-Doping Rules , the following Athletes shall be deemed National-Level Athletes :

- All Athletes assigned to Registered Testing Pool or National Testing Pool of EGY-NADO
- All Athletes included on the list in an Egyptian Olympic, Paralympic or sports association.
- All Athletes selected in an Egyptian Olympic, Paralympic or sports association teams.
- All Athletes competing in elite or open grade categories at specified events or selected in specified national representative teams within the sports.





- Egyptian Disciplinary Committee applies its jurisdiction to all Persons falling within the scope of Article 1.3 of EGY-NADO's Anti-Doping Rules. However, in accordance with Article 4.3 of the International Standard for Testing and Investigations, the main focus of EGY-NADO's test distribution plan will be National-Level Athletes.
- Egyptian Disciplinary Committee consists of:
 1. The chair of disciplinary committee (legal).
 2. Two persons (Legal) 5 years experience.
 3. Three physicians five years experience in the field of sports medicine.
 4. Three members had experience in the field of sport administration or retired athletes,
 5. The session will be attended by at least three members including the chair.
- Their appointment shall be for four years, renewable.
- Each Egyptian disciplinary and hearing committee member shall serve a term of Four years and must be independent from government and all sports movement and signed a conflict of interest.
- If any Egyptian disciplinary and hearing committee member has a conflict, dies or resigns, the EGY-NADO executive may appoint another person to the panel to fill the resultant vacancy. The person so appointed for the remainder of the term of the member he/she is replacing .





Article Nine

Appeal Committee

- An independent Committee shall be formed as the Egyptian Anti-Doping Appeal Committee for Doping Violation in sport to consider decisions issued by Egyptian Disciplinary Committee for doping Violation in sport, unless in cases arising from participation in an International Event or in cases involving International-Level Athletes, the decision may be appealed exclusively to CAS. (Article 13.1).

The Egyptian Anti-Doping Appeal Committee consists of:-

1. Chair of the committee, one of the current or previous judicial department members.
 2. A person has an experience not less than five years at the field of doping violations (Legal).
 3. Two physicians, have experience not less than five years.
 4. A member has an experience in Sport management, or retired athlete.
 5. The session will be attended by at least three members including the chair.
- National athlete or other support personnel can appeal to the Egyptian Anti-Doping Appeal Committee and in cases arising from participation in an International Event or in cases involving International-Level Athletes, the decision may be appealed exclusively to CAS, in this cases the following parties





shall have the right to appeal to CAS: (a) the *Athlete* or other *Person* who is the subject of the decision being appealed; (b) the other party to the case in which the decision was rendered; (c) the relevant International Federation; (d) the *National Anti-Doping Organization* of the *Person's* country of residence or countries where the *Person* is a national or license holder; (e) the International Olympic Committee or International Paralympic Committee, as applicable, where the decision may have an effect in relation to the Olympic Games or Paralympic Games, including decisions affecting eligibility for the Olympic Games or Paralympic Games; and (f) WADA

- The time to file an appeal to the Egyptian Anti-Doping Appeal Panel shall be twenty-one days from the date of receipt of the decision by the appealing party. However, the following shall apply in connection with appeals filed by a party entitled to appeal but which was not a party to the proceedings having led to the decision subject to appeal:
 - (a) Within fifteen days from notice of the decision, such party/ies shall have the right to request from the body having issued the decision a copy of the file on which such body relied;
 - (b) If such a request is made within the fifteen-day period, then the party making such request shall have twenty-one days from receipt of the file to file an appeal to the Egyptian Anti-Doping Appeal Panel.

The above notwithstanding, the filing deadline for an appeal intervention filed by WADA shall be the later of:





- (a) Twenty-one days after the last day on which any other party in the case could have appealed, or
(b) Twenty-one days after WADA's receipt of the complete file relating to the decision.

- The members of the committee shall be appointed for four years renewable, and shall abide by Egyptian Anti-Doping Organization's Rules and 2015 World Anti-Doping Code.
- All members of the appeal committee must be independent completely from Egyptian Disciplinary Committee, government and all sports movements and signed a conflict of interest.
- If any Egyptian Anti-Doping Appeal Committee member has a conflict, dies or resigns, the EGY-NADO executive may appoint another person to the panel to fill the resultant vacancy. The person so appointed for the remainder of the term of the member he/she is replacing.

Article Ten:

It is not allowed for Egyptian Anti-Doping Organization Governing Board to be a member of disciplinary committee or the Appeal Committee at the same time or to be a member of any Governing Board of any sport or youth department in Egypt or working in any of these departments paid or volunteer





Article Eleven:

The financial resources of the organization consist of:

1. The budget of the Organization, to be transferred by the competent authority (Ministry of Youth and Sports) to the account of the organization in accordance with the international Convention ratified by Egypt on 2007.
2. Financial fines imposed on the athletes and support personnel who violate the 2015 World Anti-Doping Code.
3. Supplies and awards received from national or international sport organizations or governmental authorities without any conflict of interest.
4. Revenues, donations, grants and any other resources without any conflict.
5. The fees of supervision, accreditation and re-accreditation of health club according to Ministerial degree.
6. The Financial values of training and promotional courses of Doping Control Officers (DCOs).
7. The fees of TUEs application forms and processing.
8. The fees of application for the appeal and processing.
9. The financial year of the organization shall begin from 1, July and end on 30, June of the next year (12 months). The organization shall deposit its money in the account opened under its name in a bank.





10. The final financial report shall be submitted to a certified controller who must be independent completely from government and all sports movements.

The controller shall direct the following tasks:

- Review the accounts of the organization up to date and inspect its documents to make sure of its conformity with the provision of the financial regulation.
- Review the application of the items of the budget and direct its comments to the organization to avoid it in the future.
- Review the financial structure in the records and cooperate with the financial manager to supervise it.
- Review the final report of the organization accompanied by the supported documents.
- Provided an annual report by the financial situation of the organization.

Article Twelve:

The Egyptian Anti-Doping Organization is the sole organization representing Egypt in conferences, meetings, talks and all the international events in area of anti-doping in sport.

Article Thirteen

The Egyptian Anti-Doping Organization is financially supported by the competent authority and the provisions of the International Convention against doping in sport issued in Paris on October 19, 1988.





2005, to which Egypt joined under the Decree of the president No. 12 of 2007, ratified by the People's assembly in its session on April 20, 2007 as well as all the attachments of this Convention.

Article Fourteen

The main goal of the Egyptian Anti-Doping Organization in sport is to keep integrity of athlete and doping free sport by doing the following tasks:

1. Commitment of application of the 2015 World Anti-Doping Code, the International Standards, Best Practice and the UNESCO Convention.
2. Implement, monitor and promote the Anti-Doping program as follows :
 - Testing and investigations (According to Article 5 of the 2015 World Anti-Doping Code).
 - Education and Awareness about danger of doping (According to Article 18 of the 2015 World Anti-Doping Code).
 - Encourage scientific research in Anti-Doping.
 - Provide training courses for the DCOs to qualify them to collect samples in accordance with the International Standards of Testing and Investigation "ISTI" and the 2015 World Anti-Doping Code.
 - TUE (According to Article 4.4 of the 2015 World Anti-Doping Code).





- Result management (According to Article 7 of the 2015 World Anti-Doping Code).
 - Follow up of sanctions imposed by disciplinary panels (According to Article 10 of the 2015 World Anti-Doping Code).
3. Application of the Anti-Doping program and activities in sport clubs, Sport Federations and Egyptian Paralympic Committee.
 4. Cooperate with ADOs of different countries and WADA.
 5. Encourage the mutual testing with Anti-Doping Organization all over the world

Financial Consequences:

EGY-NADO may, in its discretion and subject to the principle of proportionality, elect to a) recover from the Athlete or other Person costs associated with the anti-doping rule violation, regardless of the period of Ineligibility imposed and b) fine the Athlete or other Person in an amount of 10000 – 30000 E.P. , only in cases where the maximum period of Ineligibility otherwise applicable has already been imposed.

The imposition of a financial sanction or the EGY-NADO's recovery of costs shall not be considered a basis for reducing the Ineligibility or other sanction which would otherwise be applicable under these Anti-Doping Rules or the Code.





Roles and Responsibilities of Egyptian Anti-Doping Organization:

- To be independent in their operational decisions and activities.
- To adopt and implement anti-doping rules and policies which conform with the Code.
- To cooperate with other relevant national organizations and agencies and other Anti-Doping Organizations.
- To encourage reciprocal Testing between National Anti-Doping Organizations.
- To promote anti-doping research.
- Where funding is provided, to withhold some or all funding, during any period of his or her Ineligibility, to any Athlete or Athlete Support Person who has violated anti-doping rules.
- To vigorously pursue all potential anti-doping rule violations within its jurisdiction including investigation into whether Athlete Support Personnel or other Persons may have been involved in each case of doping and to ensure proper enforcement of Consequences.
- To promote anti-doping education.
- To conduct an automatic investigation of Athlete Support Personnel within its jurisdiction in the case of any anti-doping rule violation by a Minor and to conduct an automatic investigation of any Athlete Support Person who has provided support to more than one Athlete found to have committed an anti-doping rule violation.



Egyptian Anti-Doping Organization



المنظمة المصرية لمكافحة المنشطات

- To cooperate fully with WADA in connection with investigations conducted by WADA pursuant to Article 20.7.10. of the 2015 World Anti-Doping Code.

