



SPORT INTEGRITY
AUSTRALIA

ATHLETE WHEREABOUTS GUIDE



ACKNOWLEDGEMENT OF COUNTRY



In the spirit of reconciliation we acknowledge the Traditional Custodians of Country throughout Australia and their connections to land, sea and community.

We pay our respect to their Elders past, present and future and extend that respect to all Aboriginal and Torres Strait Islander peoples.

We recognise the outstanding contribution Aboriginal and Torres Strait Islander peoples make to sport in Australia and celebrate the power of sport to promote reconciliation and reduce inequality.

© Commonwealth of Australia 2023

This work by Sport Integrity Australia is licensed under a Creative Commons Attribution-Non-Commercial-NoDerivs 3.0 Unported License with the exception of the Commonwealth Coat of Arms and Sport Integrity Australia's logo.

To the extent that copyright subsists in third party quotes and diagrams it remains with the original owner and permission may be required to reuse the material.

Content from this publication should be attributed as: Sport Integrity Australia, *Athlete Whereabouts Guide*.

Updated April 2023

CONTACT US

Enquiries about the licence and any use of this document can be sent to:

Anti-Doping Sports Operations Unit
Sport Integrity Australia
PO Box 1744
FYSHWICK ACT 2609 AUSTRALIA

Phone 13 000 27232
Email athlete@sportintegrity.gov.au

This publication is available at
www.sportintegrity.gov.au/resources.

CONTENTS

INSTRUCTIONS FOR ATHLETES	1
How to use this guide	1
How to keep up to date with anti-doping	1
Definitions	1
ATHLETE WHEREABOUTS.....	2
Who submits whereabouts?.....	2
TESTING POOLS.....	3
Are you in a Testing Pool?	3
How do you get in the Registered Testing Pool or National Testing Pool?	3
Domestic Testing Pool athletes	4
Athletes with intellectual disabilities	4
WHAT INFORMATION MUST AN ATHLETE PROVIDE?	5
Registered Testing Pool athletes (only).....	5
Relevant to Registered Testing Pool and National Testing Pool athletes	6
SUBMITTING WHEREABOUTS INFORMATION.....	7
Quarterly submissions	7
Whereabouts assistance	8
Last minute changes.....	8
Professional and non-professional team sport athletes	8
Delegating whereabouts	8
Retirement.....	9
Compliance	10
RESOURCES.....	12
Checking the status of medications and substances.....	12
Therapeutic Use Exemptions.....	13
Education and Social Media	13



INSTRUCTIONS FOR ATHLETES

HOW TO USE THIS GUIDE

This is a guide for athletes who are required to submit whereabouts information. Use this guide when providing whereabouts information. It is a simplified version of the Whereabouts requirements as set out in the:

- [World Anti-Doping Code](#)
- [International Standard Testing and Investigations](#)
- [International Standard Results Management](#).

Always refer to these documents for the full explanation of whereabouts requirements.

Where there is a difference between this guide and the documents listed above; the International Standard Results Management and International Standard Testing and Investigations prevail.

HOW TO KEEP UP TO DATE WITH ANTI-DOPING

Under the World Anti-Doping Code ignorance is no excuse, so keep up to date by regularly visiting www.sportintegrity.gov.au

DEFINITIONS

In-competition period—commences at 11.59 pm the night before a competition in which an athlete is scheduled to compete, through to the end of that competition and any sample collection process undertaken.

This may not always be the case. An alternative in-competition period may be approved by the World Anti-Doping Agency. You must check with the competition organiser or national sporting organisation in charge of the event to establish the exact in-competition time periods for each event.

Out-of-competition period—any time that is not in-competition.



ATHLETE WHEREABOUTS

Almost 100% of Australian athletes and sporting bodies surveyed annually since 2015 believe it is important for Australia to have a strong anti-doping program.¹

Out-of-competition tests conducted without notice are one of the most powerful means of deterring and detecting doping. It remains an important step in strengthening athlete and public confidence in doping-free sport.

A vital part of Australia's anti-doping testing program is the ability to test athletes without any advance notice out-of-competition. To do this, a limited number of athletes are required to provide whereabouts information.

Accurate whereabouts information is crucial to the efficiency of the anti-doping program, which is designed to protect the integrity of sport and to protect clean athletes.



















WHO SUBMITS WHEREABOUTS?

A limited number of athletes are selected by Sport Integrity Australia or International Federations and are placed into a Registered Testing Pool, National Testing Pool or Domestic Testing Pool for whereabouts purposes.

Registered Testing Pool athletes are required to submit current, complete and accurate athlete whereabouts information to Sport Integrity Australia or their International Federation for the purposes of no-advance notice out-of-competition sample collection. This is managed through the [Anti-Doping Administration and Management System \(ADAMS\)](#).

National Testing Pool athletes are required to provide limited athlete whereabouts information. This is managed through ADAMS.

Domestic Testing Pool athletes must keep their national sporting organisation informed of changes to their contact details, such as address, phone number and email address. The national sporting organisation will then update Sport Integrity Australia of those changes.

	REQUIREMENTS OF ATHLETES					
	Contact details/home address	60 minute testing window (5am–11pm) (ADAMS)	Overnight address (ADAMS)	Training schedule (ADAMS)	Regular activities (work, study etc.) (ADAMS)	Competition schedule (including travel schedule) (ADAMS)
REGISTERED TESTING POOL (RTP)	 (ADAMS)					
NATIONAL TESTING POOL (NTP)	 (ADAMS)					
DOMESTIC TESTING POOL (DTP)	 (DIRECT TO SPORT)					
						

¹ Australian Sports Anti-Doping Authority Stakeholder Survey 2014–15 to 2019–20.

TESTING POOLS



If you have not been notified, you are not required to submit whereabouts information.

However, you can still be tested out-of-competition by Sport Integrity Australia or your International Federation.



If you have been placed into an International Federation Registered Testing Pool or other Testing Pool, you need to contact your International Federation for information about your whereabouts responsibilities.

This booklet is aimed at athletes added to the Sport Integrity Australia Registered or National Testing Pools only.



ARE YOU IN A TESTING POOL?

Sport Integrity Australia or your International Federation will notify you of your entry to the Registered Testing Pool or National Testing Pool and requirement to submit whereabouts information.

HOW DO YOU GET IN THE REGISTERED TESTING POOL OR NATIONAL TESTING POOL?

The decision by Sport Integrity Australia, a national sporting organisation or an International Federation to include you in a Registered Testing Pool or National Testing Pool is based on a number of factors. These may include:

- athletes identified by Sport Integrity Australia and/or national sporting organisation for inclusion
- an athlete's sport performance history (including sudden performance improvement)
- athletes moving from an International Federation's Registered Testing Pool
- athletes who retired while in a Registered Testing Pool or National Testing Pool and wish to return to competition
- injury or return from injury, or any period of inactivity from other causes
- consistent inaccurate whereabouts information
- athlete reinstatement after period of ineligibility (i.e. return from a sport ban)
- athletes who frequently move from one location to another
- physical demands of a sport and possible performance enhancing benefits that doping may elicit
- athletes who fail to comply with Testing Pool requirements
- Sport Integrity Australia intelligence information (i.e. absence from expected competition, science data, reliable information from a third party etc.)
- national teams/squads
- training periods and competition season
- athletes who are serving Periods of Ineligibility, or provisional suspensions as a consequence of possible anti-doping rule violations
- subject to agreement from time to time with the relevant International Federation.



You must immediately notify Sport Integrity Australia and your national sporting organisation of any changes to your personal information.

When you are placed in the Registered Testing Pool or National Testing Pool your national sporting organisation provides Sport Integrity Australia with your full name, gender and date of birth. National sporting organisations are also required to provide initial contact details for you which will include, but is not limited to, your:

- primary residential address
- primary mailing address
- primary contact telephone numbers
- coach details
- team doctor details (if applicable)
- primary email address.

DOMESTIC TESTING POOL ATHLETES

Sport Integrity Australia bases the decision to include an athlete in the Domestic Testing Pool on a number of factors relating to an athlete and the sport. The Domestic Testing Pool mostly contains athletes who are in national senior teams or squads (or the equivalent level, depending on the structure of the sport).

Other factors for inclusion in the Domestic Testing Pool include:

- elite junior-level athletes on the cusp of senior competition
- athletes who meet one or more of the inclusion factors for the Registered Testing Pool or National Testing Pool, but are not included in these testing pools.

ATHLETES WITH INTELLECTUAL DISABILITIES

If you are an athlete with an intellectual disability and you have been included in the Registered Testing Pool or National Testing Pool, Sport Integrity Australia will also inform your spouse, parent or guardian, coach, or a representative of your national sporting organisation.



WHAT INFORMATION MUST AN ATHLETE PROVIDE?

Your whereabouts information must be submitted in advance 4 times a year – this is known as the quarterly submission. In addition, you must ensure your whereabouts information is always kept up to date during the quarter.

REGISTERED TESTING POOL ATHLETES (ONLY)

60-minute time slot or test hour



Sport Integrity Australia can choose to, and frequently does, test athletes outside of their 60-minute time slot.

For every day of the upcoming quarter, you must provide a specific 60-minute time slot between 5 am and 11 pm that anchors you to a specific location, sometimes referred to as the 'test hour' or 'nominated hour'.

You must be present and available for testing at your nominated specific location for the entire 60-minute time slot each day (that is, from the start of your nominated hour to the end of your nominated hour).

Nominated location



Add instructions or clarification about your nominated location in the free text section of whereabouts filings in ADAMS.

The 60-minute nominated location must be accurate and easily accessible by a Doping Control Officer. You are responsible for providing sufficient information so you can be found at your nominated whereabouts locations and times. To do this, you:

- should include your name on the reservation when checking into any accommodation (e.g. a hotel), so if a Doping Control Officer were to ask for you the reception can identify the reservation on the hotel's system
- should ensure reception is aware you are subject to no-advance notice drug testing and that you authorise the reception to allow a properly identified Doping Control Officer to have access to you
- should ensure that your authorisation is noted on the hotel's system
- need to update your whereabouts information to include your room number and any other information you think will assist a Doping Control Officer to locate you as soon as possible after checking in
- should provide information if your nominated location is within a gated community and how a Doping Control Officer can access you.





Most athletes make their 60-minute location at the same location each day, either as an early morning time or an evening time to help keep track of their whereabouts obligations.

You need to ensure your 60-minute time slot is in a location where you can hear the doorbell or knock at the door, no obstacles are in the way (such as dogs/security gates/inaccessible areas) and the Doping Control Officer can find you without difficulty.

If other people live at your nominated location, you need to ensure they understand the requirements of no-advance notice testing.

A Whereabouts Failure (missed test) may be declared against you if you are not available in the 60-minute time slot at the location you have nominated.

The Doping Control Officer must make reasonable efforts to locate you. Acting unlawfully (such as trespassing or entering private areas without authorisation) is not an action allowed to be taken by Doping Control Officers to locate an athlete. They are also not expected to put themselves or their equipment in danger or at risk. If the Doping Control Officer has made reasonable efforts to locate you however is unable to find you at your nominated location during your 60-minute time slot, you may have a missed test recorded against you.

RELEVANT TO REGISTERED TESTING POOL AND NATIONAL TESTING POOL ATHLETES



Travel entries are regularly audited and misuse of travel entries may be investigated as possible evasion of testing (see Article 2.3 of the [World Anti-Doping Code](#)).

Overnight accommodation

For each day of the upcoming quarter, you must nominate an overnight accommodation address.

Regular activities

For each quarter you must nominate the name and address of each location where you will train, work or conduct any other regular activity (e.g. school), as well as the usual time frames for those activities (these will be inserted as a 'Regular Activity' in ADAMS).

Competition details

For each quarter you must provide the name and address of each competition or event you are scheduled to compete in, including the scheduled time of your event.

If there are no upcoming competitions or events during this selected period, 'no competitions' may be selected within the 'Whereabouts Guide' in ADAMS.

Travel

Travel entries are used for legitimate overseas or long-distance travel. Proof of travel must be kept, such as boarding passes and tickets.



SUBMITTING WHEREABOUTS INFORMATION



Logging your whereabouts information for the initial quarter is not possible from the ADAMS Athlete Central app, you must use the ADAMS website.

Sport Integrity Australia uses ADAMS to receive whereabouts information from athletes in its Registered Testing Pool and National Testing Pool.

If you are new or reinstated to the Registered Testing Pool or National Testing Pool, you will be provided with a USERNAME and PASSWORD to login to ADAMS. There is a comprehensive Whereabouts Guide available when first logging in. A [video tutorial](#) is also available on the World Anti-Doping Agency's YouTube channel.

Once you have logged your whereabouts information using the ADAMS website for the quarter, you can then [download the ADAMS Athlete Central app to a smartphone](#) and use it to make updates and set reminders in your phone.

Quick access to your upcoming entries



WADA Athlete

Country - Discipline

[View profile >](#)



Current quarter

You're Done!

QUARTERLY SUBMISSIONS

Effective test planning would not be possible without you submitting your whereabouts information in advance in three-month blocks (or quarters) for each year.

The whereabouts quarters are:

- 1 January to 31 March
- 1 April to 30 June
- 1 July to 30 September
- 1 October to 31 December

You may not know exactly where you will be for the entire quarter, but information needs to be submitted to the best of your knowledge. Changes to your whereabouts information should be made as soon as possible once the whereabouts information provided in it becomes outdated.

Whereabouts updates can be made online and for Registered Testing Pool athletes changes to their nominated hour can be made up to one minute prior to the test hour. Registered Testing Pool athletes however should not delay until the last minute to update their information unless it is unavoidable.



Sport Integrity Australia sends you reminders for whereabouts due dates via SMS and email. These reminders are usually sent out 3 weeks prior to the start of each quarter.



You cannot update your whereabouts for a day or time that has already passed.

WHEREABOUTS ASSISTANCE

Have a question about whereabouts or need a clarification?
Get in touch with us.



Add these contact details to your phone for easy access.

E: athlete@sportintegrity.gov.au

T: 1300 027 232 (and follow the prompts)

T: +61 2 622 4200 (if calling from overseas)

M: +18 192 724 278 (ADAMS SMS)

Sport Integrity Australia office hours are 9am – 5pm,
Monday to Friday, Australian Eastern Time.



Unable to access ADAMS to make the change to your whereabouts information? Email or phone through changes to Sport Integrity Australia or ADAMS and details will be kept on your file.

LAST MINUTE CHANGES

There may be a need to make last-minute changes to your whereabouts filings due to unforeseen circumstances.

Last minute changes should only be made where the circumstances are unavoidable. The overuse of late changes to whereabouts information may be investigated as possible anti-doping rule violations of tampering and evasion.

PROFESSIONAL AND NON-PROFESSIONAL TEAM SPORT ATHLETES

If you are part of a team sport, such as rugby or basketball, your club or national sporting organisation provides Sport Integrity Australia with team training schedules. This means you are not required to provide athlete whereabouts information unless you have been notified that you have been added to the Registered Testing Pool or National Testing Pool.



DELEGATING WHEREABOUTS

You are ultimately responsible for providing accurate whereabouts information, but you can nominate a trusted person known as an authorised representative to submit and manage whereabouts on your behalf. Contact Sport Integrity Australia if you wish to nominate an authorised representative.

Registered Testing Pool athletes are responsible for being at their nominated location for the 60-minute time slot, whether or not you relied on an authorised representative to file or update your whereabouts information.

RETIREMENT

If you are on Sport Integrity Australia's Registered Testing Pool or National Testing Pool and wish to retire from competition, you must complete the Sport Integrity Australia Retirement Notification form and submit it to Sport Integrity Australia.

If you are on the Domestic Testing Pool and you wish to retire from competition, you must immediately notify your national sporting organisation in writing of your decision to retire. It is the responsibility of the national sporting organisation to notify Sport Integrity Australia.

If you are on an International Federation's Registered Testing Pool, you will be subject to their retirement requirements. You should contact your International Federation for more information.

Returning to competition after retirement

If you are a retired Registered Testing Pool or National Testing Pool athlete at the time of retirement and you wish to return to competition, you must not compete until you have been available for testing for a period of 6 months from the date you have submitted written notice to Sport Integrity Australia of your intent to return to competition.



COMPLIANCE

Whereabouts Failure (Filing Failure) Registered Testing Pool athletes only

Registered Testing Pool athletes who fail to provide whereabouts information prior to the cut-off date for the upcoming quarter could be subject to a Whereabouts Failure, in accordance with Article B.2.1 of the [International Standard for Results Management](#).

A Whereabouts Failure (Filing Failure) declaration could also be for a late submission of information, insufficient information (e.g. running in Hyde Park), inaccurate information (e.g. an address that does not exist) or fraudulent information being provided (including for updated information that you provide).



While an update of the 60-minute time slot may be made at any time up until the beginning of the time slot, repeated last-minute updates can be pursued as possible anti-doping rule violations of tampering and evasion of sample collection.

Whereabouts Failure (Missed Test) Registered Testing Pool athletes only

Registered Testing Pool athletes not available for a test during their nominated 60-minute time slot could be subject to a Whereabouts Failure (Missed Test), in accordance with Article B.2.4 of the [International Standard for Results Management](#).

You need to be available for the entire nominated 60-minute time slot; not just a part of it. For example, if you nominate 6 pm to 7 pm as the testing hour you need to be available for the full hour as a Doping Control Officer can attempt to test you at any time within that 60-minute period.

It is Sport Integrity Australia's responsibility to check for any last-minute updates to whereabouts information filed prior to attempting to collect a sample. However, there may be occasions when this is not possible and Doping Control Officers may arrive to test you in the original 60-minute time slot. Should this occur and you are located by a Doping Control Officer, you must still submit to testing.



The accumulation of 3 Whereabouts Failure declarations (Filing Failure and/or Missed Test) in a rolling 12-month period could result in an anti-doping rule violation (see [Article 2.4 of the Code](#) and your sport's anti-doping policy), and you may be banned from sport for up to 2 years.

What is a Whereabouts Failure declaration?

If Sport Integrity Australia believes a Registered Testing Pool athlete may have committed a Whereabouts Failure (Filing Failure or Missed Test), the agency will write to you about the apparent breach and provide supporting information to you. You will be given 14 days to provide a written explanation to Sport Integrity Australia regarding the Whereabouts Failure.

If after considering any explanation and supporting evidence Sport Integrity Australia remains satisfied that you committed a Whereabouts Failure, you will be notified of the declaration.



A declaration under the International Standard for Results Management and International Standard Testing and Investigations is considered a serious matter. Your national sporting organisation will be notified of all declarations, as will your International Federation and the World Anti-Doping Agency.

What are the consequences of non-compliance for National Testing Pool athletes?

If you are in the National Testing Pool and you fail to provide your whereabouts information prior to the cut-off date for the upcoming quarter, or you cannot be located at one of your other 'regular' locations or nominated training, you may receive a warning letter or could be elevated into the Registered Testing Pool. As outlined previously, athletes on the Registered Testing Pool are required to provide more onerous whereabouts information including a test hour where you will be subject to potential Whereabouts Failures and possible anti-doping rule violations for non-compliance.

RESOURCES



CHECKING THE STATUS OF MEDICATIONS AND SUBSTANCES

The World Anti-Doping Agency publishes the Prohibited List that details substances and methods that are prohibited in sport (unless a therapeutic use exemption has been approved).

The Prohibited List comes into effect on 1 January each year following an extensive review.

Most sporting organisations, including all Olympic sports, prohibit the use of substances and methods outlined in the World Anti-Doping Agency's Prohibited List. You must check the anti-doping rules of your sport(s) and be aware of the substances and methods that are prohibited by them.

You are responsible for any substances found in your system. Always check the status of medications and other related products (prior to use) by:

- visiting the [Sport Integrity Australia website](#) or the Check Your Substance resource at [Global DRO](#)
- downloading and using the Sport Integrity app from the [Google Play](#) or [Apple stores](#) (use it to check the risk status of supplements plus more)
- emailing Sport Integrity Australia at substance.enquiries@sportintegrity.gov.au
- calling the Sport Integrity Australia Anti-Doping Hotline 13 000 27232 or (+61 2 6222 4200 for international calls)
- visiting the supplements page on the [Sport Integrity Australia website](#).





Some sports prohibit substances that are allowed in other sports. You should be aware if your sport prohibits any such substances.

THERAPEUTIC USE EXEMPTIONS

A Therapeutic Use Exemption (TUE) grants an athlete permission to use for therapeutic purposes a substance or method that would otherwise be prohibited.

As a Registered Testing Pool or National Testing Pool athlete you are required to obtain a TUE for prohibited substances you may need to use. Please refer to the [Sport Integrity Australia website](#) for information on TUEs.

EDUCATION AND SOCIAL MEDIA

Sport Integrity Australia offers a range of information on anti-doping and your related responsibilities as an athlete. Take the time to update your knowledge.

We have a full Whereabouts course you can do online. The course is designed to provide detailed information on Whereabouts, what information is required, how to submit Whereabouts, the consequences along with hints and tips to providing Whereabouts information.



Visit [Sport Integrity Australia eLearning](#) where you will find a large number of resources, such as videos and e-learning courses.



Facebook – [@sportintegrityaus](#)



YouTube – [YouTube channel](#)



Twitter – [@protectingsport](#)



Instagram – [@sportintegrityaus](#)



**SPORT INTEGRITY
AUSTRALIA**

WWW.SPORTINTEGRITY.GOV.AU