



Rugby Australia Ltd  
(ACN 002 898 544)

**Illicit Drugs Policy**

Effective from 1 January 2016

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# Illicit Drugs Policy

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## 1. Position statement

- 1.1. The use of Illicit Drugs is harmful and Rugby Australia Ltd (**Rugby AU**) and the Rugby Union Players' Association (**RUPA**) seek to deter Participants from the use of Illicit Drugs.
- 1.2. The Players acknowledge the negative effects of the use of Illicit Drugs on Rugby and themselves and subsequently agree to be bound by this policy.
- 1.3. The use of Illicit Drugs by Participants can bring the sport of Rugby into disrepute and sets a poor example for other members of the community.
- 1.4. Rugby AU wishes to prevent the use of Illicit Drugs in Rugby through education, random and targeted testing and counselling in relation to Illicit Drugs.
- 1.5. This policy is designed to help prevent the uptake of Illicit Drug use and reduce drug-related harm to individuals and families of Rugby Participants.
- 1.6. Rugby AU has adopted and implemented an anti-doping policy and rules which conform to the World Anti-Doping Code, known as the Rugby AU Anti-Doping Code. The World Anti-Doping Code Prohibited List includes Illicit Drugs which are prohibited In-competition. This Illicit Drugs Policy differs from the Rugby AU Anti-Doping Code in that it addresses the Out-of-competition use of Illicit Drugs. If there is any inconsistency between this Illicit Drugs Policy and the Rugby AU Anti-Doping Code, then the Rugby AU Anti-Doping Code will prevail.

## 2. Objectives

- 2.1. Rugby AU is committed to deterring the use of Illicit Drugs and has developed this policy with the objective of:
  - 2.1.1. protecting the health and well-being of Participants;
  - 2.1.2. educating Participants about the dangers of Illicit Drugs;
  - 2.1.3. providing an avenue of rehabilitation for Participants who have an issue with Illicit Drugs in the first instance;
  - 2.1.4. providing an effective deterrent to Illicit Drug use by Participants;
  - 2.1.5. providing a positive example for young people and others in the community; and
  - 2.1.6. protecting and promoting the image and interests of Rugby generally, its teams, Clubs, sponsors and other stakeholders as a game free of Illicit Drugs.

## 3. Application

- 3.1. This Illicit Drugs Policy applies to all Participants and any other person who agrees to be bound by this policy.
- 3.2. This policy shall apply at all times with Testing for Illicit Drugs to only occur Out-of-Competition as per Article 6 of this policy.
- 3.3. Subject to clause 18.1, this policy shall commence on 1 January 2016 and apply until 1 January 2017 (**Review Date**).
- 3.4. Four (4) months prior to the Review Date, Rugby AU and RUPA agree to review this policy, statistical data and matters covered by this policy with the intent of extending, varying or replacing this policy by the Review Date. If an agreement is not reached between Rugby AU

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and RUPA by the Review Date, the policy will remain in effect, to the extent of it not being inconsistent with any applicable legislation.

### 4. Obligations

**4.1.** All Participants are bound by this Illicit Drugs Policy as a condition of their participation and/or involvement in Rugby.

**4.2. Roles and responsibilities – Participants must to the greatest extent possible:**

- 4.2.1. be knowledgeable of and comply with all rules applicable to them under this policy;
- 4.2.2. use their influence to reinforce the education messages regarding Illicit Drugs;
- 4.2.3. read and understand the List of Prohibited Illicit Drugs as it relates to them and keep up to date with any changes to the list; and
- 4.2.4. act in a discreet and confidential manner in discharging their obligations under the Illicit Drugs Policy.

**4.3. Roles and responsibilities – Players will:**

- 4.3.1. comply with this Illicit Drugs Policy;
- 4.3.2. submit to testing pursuant to this Illicit Drugs Policy and to the Testing Procedures set out at Attachment B; and
- 4.3.3. make themselves available for education and prevention programs in relation to this policy, including but not limited to induction and annual education and prevention programs.

**4.4. Roles and responsibilities – Rugby AU will:**

- 4.4.1. adopt, implement and comply with this Illicit Drugs Policy;
- 4.4.2. require as a condition of membership that the policies, rules and programs of Members are in compliance with this Illicit Drugs Policy;
- 4.4.3. ensure that each Player and member of Team Management receives and attends appropriate education and prevention programs in relation to this policy,
- 4.4.4. ensure that each Player and member of Team Management acknowledges the policy's application and sanctions for breach;
- 4.4.5. ensure this Illicit Drugs Policy is made available to Participants and any other Person who has agreed to be bound by this Illicit Drugs Policy;
- 4.4.6. ensure that at all times it has the authority to enforce this Illicit Drugs Policy;
- 4.4.7. ensure all Rugby AU and Club employees, contractors and personnel are adequately educated, aware of the testing and violation procedures and a Player's rights under this policy;
- 4.4.8. ensure all Rugby AU and Club employees, contractors and personnel act in a discreet and confidential manner in discharging their obligations under this policy; and
- 4.4.9. obtain RUPA and Rugby AU Board approval for any amendments to this Illicit Drugs Policy.

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### 4.5. Roles and responsibilities – RUPA will:

- 4.5.1. assist Rugby AU in the implementation of education and prevention programs as noted in Article 4.4.3 of this policy;
- 4.5.2. ensure all RUPA employees, contractors and personnel are adequately educated, aware of the testing and violation procedures and a Player's rights under this policy; and
- 4.5.3. ensure all RUPA employees, contractors and personnel act in a discreet and confidential manner in discharging their obligations under this policy.

### 5. Violations

- 5.1. All Participants are bound by the terms of this policy and are required to fulfil their roles and responsibilities as set out in Article 4.2, however for the purposes of this policy only a Player is capable of a Violation resulting in a sanction pursuant to Article 8.
- 5.2. A Player shall commit a Violation of this policy where:
  - 5.2.1. the Testing Agent notifies the Illicit Drugs Policy Officer that there is present, in that Player's bodily Sample, any Illicit Drug, or its Metabolites or Markers (considered an **Adverse Analytical Finding** under this policy);
  - 5.2.2. in the reasonable opinion of the Illicit Drugs Policy Officer and the Rugby AU Chief Medical Officer, in consultation with the Testing Agent, a Player refuses or fails to submit a Sample for collection after notification of a requirement to provide a Sample or otherwise knowingly evades any Sample collection;
  - 5.2.3. in the reasonable opinion of the Illicit Drugs Policy Officer and the Rugby AU Chief Medical Officer, in consultation with the Testing Agent, a Player deliberately tampers with or attempts to tamper with any part of the Illicit Drugs testing process;
  - 5.2.4. if in the reasonable opinion of the Illicit Drugs Policy Officer and the Rugby AU Chief Medical Officer, in consultation with the Club Medical Officer, Testing Agent and the RUPA Illicit Drugs Policy Officer, it is determined that a Player has unjustifiably failed to comply with the terms of the obligations imposed on the Player as required by Article 8; or
  - 5.2.5. a Player is deemed to have committed a Violation as per Articles 8.4, 8.5 or 8.6 of this policy.
- 5.3. Each party that is privy to information in establishing a Violation pursuant to Article 5.2 of this policy shall act in a discrete and confidential manner at all times and in accordance with the confidentiality obligations contained within this policy.
- 5.4. It is not an acceptable defence to any claim that a Player has committed a Violation for that Player to contend that:
  - 5.4.1. the use of an Illicit Drug by the Player was not intentional or it had otherwise been used inadvertently;
  - 5.4.2. the Player was negligent, ignorant or otherwise not at fault;
  - 5.4.3. the Player did not know the Illicit Drug was prohibited under this policy; or

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5.4.4. use of the Illicit Drug in question did not enhance the performance of the Player concerned or was otherwise not performance enhancing.

5.5. Any Player involved in the trafficking, supply or possession of Illicit Drugs will be liable to whatever consequences are prescribed under the Rugby AU Anti-Doping Code and Rugby AU Code of Conduct or other applicable regulation.

5.6. A Violation may only be established for Out-of-Competition testing for Illicit Drugs and conduct which constitutes a Violation pursuant to Articles 5.2.1, 5.2.2, 5.2.3, 5.2.4 and 5.2.5. In-Competition testing for Illicit Drugs shall be dealt with under the Rugby AU Anti-Doping Code, to the exclusion of the Illicit Drugs Policy.

### 6. Testing

6.1. Subject to consultation with RUPA, Rugby AU shall appoint a suitably qualified, professional testing agency (the **Testing Agent**) for the purposes of this Illicit Drugs Policy.

6.2. All Players agree to submit to Out-of-Competition testing under this Illicit Drugs Policy. This Out-of-Competition testing may be only conducted by the Testing Agent at a time or place, when and where Players are assembled pursuant to their training and playing obligations, or where Players are performing their duties as part of their ordinary course of employment; and without advance notice.

6.3. Notwithstanding the limitations of Article 6.2, all Players who are subject to target testing pursuant to articles 6.9, 8.1.4, 8.2.4 or 8.4 of this policy, agree to be tested anywhere, any time.

6.4. The Testing Agent shall obtain Samples from Players and perform analysis on Samples in accordance with the procedure set out in Attachment B.

6.5. Rugby AU shall have discretion as to the number of tests that it directs the Testing Agent to conduct, which may include hair or urine sampling (subject to the terms of this Illicit Drugs Policy).

6.6. Testing should be conducted such that a Player shall not be aware of how many tests they may face or the timing of tests such that there is no discernible pattern to the Players as to when or where testing will take place.

6.7. The random testing under this policy will occur on occasions Out-of-Competition as directed by the Illicit Drugs Policy Officer to the Testing Agent and is limited to urine testing only. On each testing occasion all Players from the relevant squad will be included in the testing pool for that occasion and the random method of selection, as outlined in Attachment B, will be undertaken to select those Players to be tested. The Club Liaison Officer is required to verify the random nature of the selection conducted by the Testing Agent, however once the list of Players are included within the testing pool for that occasion each selected Player will not be made known to the Club Liaison Officer until that Player is formally notified of their selection for testing. This process is in place to maintain the confidentiality requirements of sanctions and to avoid being able to identify whether the Player is the subject of target testing.

6.8. In the event the Club Liaison Officer and/or a Player believes the procedure outlined in Attachment B has not been followed correctly, the Club Liaison Officer and/or Player must provide their reasons to the Illicit Drugs Policy Officer who in turn will make an assessment, in consultation with the Testing Agent, as to the reliability of the Sample taken. If the Illicit Drugs Policy Officer finds that the procedure or part of the procedure in Attachment B has not been followed correctly, an Adverse Analytical Finding from that Sample will be deemed non-conclusive and no Violations will apply.

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- 6.9.** Other than where a Player has been included in a monitored target testing program as a result of a Violation pursuant to this policy, the Illicit Drugs Policy Officer in consultation with the Club Liaison Officer and upon approval of RUPA Illicit Drugs Officer may seek to target test a Player for a period of time considered appropriate by the Rugby AU Chief Medical Officer (acting in consultation with the Club Medical Officer) at any time or place, with such decision to be based on one or more of the below criteria being satisfied:
- 6.9.1. behaviour indicating a Player is under the impairment or effects of Illicit Drugs;
  - 6.9.2. apparent and identifiable disregard or opposition to the Illicit Drugs Policy;
  - 6.9.3. unjustified non-availability for random no-notice testing in the preceding six months;
  - 6.9.4. unexplained or suspicious withdrawal from a match or squad training;
  - 6.9.5. reliable information from a credible and known third party; or
  - 6.9.6. any other justifiable reason.
- 6.10.** In the event the period of time considered appropriate by the Illicit Drugs Policy Officer to target test a Player pursuant to articles 6.9, 8.1.4 or 8.2.4 of this policy exceeds twelve (12) months, the Illicit Drugs Policy Officer in consultation with the Rugby AU Chief Medical Officer and the Club Liaison Officer must obtain approval of RUPA Illicit Drugs Officer to target test the a Player for a period exceeding twelve (12) months.
- 6.11.** The Illicit Drugs Policy Officer shall be responsible for receiving Sample results from the Testing Agent.
- 6.12.** No Club shall test a Player for Illicit Drugs.
- 6.13.** The Testing Agent from time to time or at the request of the Illicit Drugs Policy Officer (acting in consultation with the RUPA Illicit Drugs Officer) will include members of Team Management for testing pursuant to Articles 6.2, 6.7 and 6.9 of this policy. Where a member of Team Management's Sample returns an Adverse Analytical Finding the Illicit Drugs Policy Officer, the Rugby AU Chief Executive Officer and the relevant Club Chief Executive Officer shall be notified and the matter shall be dealt with in a strictly confidential manner and pursuant to that member of Team Management's employment contract. For the avoidance of doubt, the sanctions as set out in Article 8 of this policy shall not be applied for a Violation by a member of Team Management.

## 7. Therapeutic Use

- 7.1.** Without limitation to the terms of Rugby AU policies (including the Rugby AU Medical Policy, Rugby AU Sports Supplement Policy and Rugby AU Anti-Doping Code) in place from time to time, some Illicit Drugs may be legitimately used under the supervision of a physician for a clinically justified purpose. The possession and use of Illicit Drugs is subject to Commonwealth, State and Territory laws.
- 7.2.** Players with a documented medical condition requiring the therapeutic use of an Illicit Drug must first obtain a prior approval from the Rugby AU Chief Medical Officer, who must advise the Club Medical Officer and Illicit Drugs Policy Officer of any approval granted. In circumstances where:
- 7.2.1. a Player holds a prior approval in respect of a particular Illicit Drug; and

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- 7.2.2. the Player establishes to the reasonable satisfaction of the Rugby AU Chief Medical Officer (in consultation with the Club Medical Officer) that the Player has not used the Illicit Drug other than in accordance with the conditions (if any) of the prior approval,

that particular use of the Illicit Drug shall not be deemed as a Violation.

- 7.3. An approval for therapeutic use will not be considered to apply retroactively except in cases where emergency treatment or treatment of an acute medical condition was necessary, or due to exceptional circumstances, there was insufficient time or opportunity for an applicant to submit an application prior to testing under this Illicit Drugs Policy.

### 8. Sanctions

- 8.1. First Violation – where a Player has committed a first Violation, the Illicit Drugs Policy Officer shall inform the Player, initially verbally but also as soon as reasonably practical in writing that a Violation has been committed. The following procedures shall then apply:

- 8.1.1. Notification – the Illicit Drugs Policy Officer shall inform the Rugby AU Chief Medical Officer and the Club Medical Officer, who all shall keep this notification strictly confidential subject to Article 12.1.3, that the Player has committed a Violation, the circumstances of the Violation and their rights under this policy.
- 8.1.2. Case Review - the Club Medical Officer, the Illicit Drugs Policy Officer and Rugby AU Chief Medical Officer shall engage in an initial case review with the Player to discuss the circumstances of the Violation and referral to a Treatment Consultant will be agreed. The Player may be accompanied by a representative in addition to the Club Medical Officer, Rugby AU Chief Medical Officer and Illicit Drugs Policy Officer.
- 8.1.3. Treatment – the Player must attend a drug treatment program in respect of Illicit Drugs as considered appropriate by the Treatment Consultant, the Club Medical Officer and Rugby AU Chief Medical Officer in consultation with the Player. The costs of the counselling or treatment program which is specific to the Player's Illicit Drug use and which is provided by the appointed service provider under this policy will be borne by Rugby AU for a period determined by the Rugby AU Chief Medical Officer (acting in consultation with the Club Medical Officer).
- 8.1.4. Target Testing – the Player will be placed on a monitored target testing program for Illicit Drugs for a period of time considered appropriate by the Rugby AU Illicit Drugs Policy Officer (acting in consultation with the Rugby AU Chief Medical Officer and the Club Medical Officer).
- 8.1.5. Penalty – to the extent that a Player is party to a Player Contract the Player will be fined an amount equal to 5% of his or her Annual Remuneration. The Illicit Drugs Policy Officer shall be responsible for ensuring the implementation of the fine is done so in a manner that ensures, to the greatest extent possible, that the Player's confidentiality is maintained in accordance with this policy.
- 8.1.6. Warning - As part of the sanctioning process the Player will be formally warned that a further Violation will result in a mandatory fine, a mandatory period of Ineligibility and possible termination of their applicable Player Contract.

- 8.2. Second Violation – where a Player has committed a second Violation, the Illicit Drugs Policy Officer shall inform the Player, initially verbally but also as soon as reasonably practical in writing that a second Violation has been committed. The following procedures shall then apply:



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- 8.2.1. Notification – the Illicit Drugs Policy Officer shall inform the Rugby AU Chief Medical Officer, the Club Medical Officer, the Rugby AU Chief Executive Officer, the Club Chief Executive Officer and the RUPA Chief Executive Officer. Following such notification the Illicit Drugs Policy Officer shall convene the Rugby AU Drugs Tribunal in accordance with Article 13, who in turn will determine any prescribed sanctions pursuant to Articles 8.2.6 and 8.2.7.
- 8.2.2. Case Review - the Club Medical Officer, the Illicit Drugs Policy Officer and Rugby AU Chief Medical Officer shall engage in an initial case review with the Player to discuss the circumstances of the Violation and due process. The Player may be accompanied by a representative in addition to the Club Medical Officer, Rugby AU Chief Medical Officer and Illicit Drugs Policy Officer.
- 8.2.3. Treatment – the Player must attend such further drug treatment programs as considered appropriate by the Treatment Consultant, Club Medical Officer and Rugby AU Chief Medical Officer in consultation with the Player. The costs of the counselling or treatment program which is specific to the Player’s Illicit Drug use and which is provided by the appointed service providers under this policy will be borne by Rugby AU for a period determined by the Rugby AU Chief Medical Officer (acting in consultation with the Club Medical Officer).
- 8.2.4. Target Testing – the Player will be placed on a monitored target testing program for Illicit Drugs for a period of time considered appropriate by the Rugby AU Illicit Drugs Policy Officer (acting in consultation with the Rugby AU Chief Medical Officer and the Club Medical Officer).
- 8.2.5. Penalty – to the extent that a Player is party to a Player Contract, the Player will be required to pay a fine equal to 5% of his or her Annual Remuneration.
- 8.2.6. Period of Ineligibility – a mandatory period of Ineligibility of two (2) months will be imposed on the Player. However, the Rugby AU Drugs Tribunal will be convened to hear the matter and upon consideration of the circumstances may impose an additional period of ineligibility up to a maximum of ten (10) months, which is in addition to the mandatory period of Ineligibility of 2 months. The Rugby AU Drugs Tribunal shall take into account the particular circumstances of the case and any aggravating and/or mitigating factors in deciding whether to impose a further period of Ineligibility. The period of Ineligibility shall commence on the date the Player is notified of a second Violation. Any period of Ineligibility served by the Player as a result of a second Violation prior to a decision of the Rugby AU Drugs Tribunal will count as time served for the purpose of any period of Ineligibility imposed on the player by the Rugby AU Drugs Tribunal.
- 8.2.7. Termination – the Rugby AU Drugs Tribunal may seek termination of a Player Contract (on the basis that this policy is deemed part of the by-laws, regulations and codes in effect during the Player’s term of employment), with the Player not being entitled to any compensation other than the payment of accrued benefits under the Player Contract. If this is to occur, no further penalty or period of Ineligibility (as per Article 8.2.5 or 8.2.6) shall be imposed on the Player. If a Player’s Player Contract is terminated by the Rugby AU Drugs Tribunal for a second or subsequent Violation, that Player will remain ineligible to play Rugby in Australia for a period of 2 years.
- 8.3.** Further Violation – where a Player has committed a further Violation, the Illicit Drugs Policy Officer shall inform the Player, initially verbally but also as soon as reasonably practical in writing that a further Violation has been committed. The Illicit Drugs Policy Officer shall then inform the Rugby AU Chief Medical Officer, the Club Medical Officer, the Rugby AU Chief Executive Officer, the Club Chief Executive Officer and the RUPA Chief Executive Officer. Following such notification the Player’s Player Contract shall be mandatorily terminated by

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the relevant Professional Rugby Body(s) (on the basis that this policy is deemed part of the by-laws, regulations and codes in effect during the Player's term of employment).

- 8.4.** Admission - Any first admission by a Player of use of Illicit Drugs to the Illicit Drugs Policy Officer, Rugby AU Chief Medical Officer and/or Club Medical Officer made prior to a notice to submit to testing and to a first Violation shall not in itself count as a Violation and no fixed penalty shall be due. Upon an admission in accordance with this Article 8.4, the Illicit Drugs Policy Officer, Rugby AU Chief Medical Officer and Club Medical Officer shall be informed and the Player shall be subject to the target testing, treatment and counselling provisions within Article 8.1.2, 8.1.3 and 8.1.4 of this policy. For the avoidance of doubt, second or further admissions (other than those made to third party treatment personnel as part of any program implemented as per Article 8.2.3) shall count as a Violation.
- 8.5.** Hair Testing - Where a Player has been included in a target testing program pursuant to Articles 6.9, 8.1.4 and/or 8.2.4 then that Player may subsequently be tested by either hair or urine testing in accordance with the sample collection procedures set out in Attachment B. Any Adverse Analytical Finding from a hair or urine test will be deemed a Violation for the purpose of this Illicit Drugs Policy.
- 8.6.** Criminal Charge - any conviction of a criminal charge brought against a Player for the use of Illicit Drugs will be deemed a Violation for the purpose of this Illicit Drugs Policy.
- 8.7.** Cleansing Period - In the event that a Player has committed a Violation and has fully complied with the requirements imposed upon them for that Violation and has not committed a further Violation within 24 months of the prior Violation, then that previous Violation shall be deemed to have lapsed and shall be struck from that Player's record.
- 8.8.** Every Player whose "A" Sample gives rise to an Adverse Analytical Finding shall have the right to request that the "B" Sample be analysed to determine whether or not that Sample confirms the Adverse Analytical Finding in the "A" Sample. Any such request must be made within ten (10) business days of the written notification to the Player that the "A" Sample indicated a Violation. If the "B" Sample does not give rise to an Adverse Analytical Finding, which discloses the same Illicit Drug detected in the "A" Sample then the entire test shall be considered negative and no Violation shall be deemed to have occurred. If a Player requests that a "B" Sample be analysed, the analysis shall be at their own expense.

### 9. Illicit Drugs Policy Officer

- 9.1.** Rugby AU shall appoint an experienced and knowledgeable person to the position of Illicit Drugs Policy Officer.
- 9.2.** The Illicit Drugs Policy Officer shall:
  - 9.2.1.** be responsible for the supervision and administration of this Illicit Drugs Policy, the associated education and prevention programs, and promulgation of this policy to Participants and any other person who has agreed to be bound by this Illicit Drugs Policy;
  - 9.2.2.** maintain and update the Illicit Drugs Policy Register; and
  - 9.2.3.** act in a discreet and confidential manner in discharging their obligations under this Illicit Drugs Policy, including keeping the Illicit Drugs Policy Register confidential.

### 10. Education Program

- 10.1.** Rugby AU and RUPA agree to develop and implement appropriate education and prevention programs and initiatives for Rugby through programs which include but are not

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limited to the Personal and Career Development Program, which will reflect the key messages of this policy such as:

- 10.1.1. Illicit Drug use is harmful;
- 10.1.2. Illicit Drug use can affect your sporting performance – in or out of competition, during the off-season, or on the weekend;
- 10.1.3. Illicit Drug use can affect your relationships, reputation and sporting career;
- 10.1.4. Illicit Drug use can affect your sports team;
- 10.1.5. Illicit Drug use can impact on the community who support you;
- 10.1.6. This Illicit Drugs Policy applies to Players and Violations may end your playing career; and
- 10.1.7. participating in sport supports a healthy lifestyle.

### 11. List of Prohibited Illicit Drugs

- 11.1. The substances prohibited under this policy will be scheduled in the List of Prohibited Illicit Drugs which is an attachment to this policy (**Attachment A**).
- 11.2. Any proposed modifications to the List of Prohibited Illicit Drugs must be approved by the RUPA and Rugby AU Boards.
- 11.3. Rugby AU will make reasonable efforts to notify Participants, and is required to notify Players, of any changes to the List of Prohibited Illicit Drugs.
- 11.4. This modification to the List of Prohibited Illicit Drugs set out in Attachment A will only take effect 90 days after Rugby AU has notified Participants in accordance with Article 11.3 of this Policy. A Player will not have committed a Violation for use of an Illicit Drug until that substance has been included on the List of Prohibited Illicit Drugs set out in Attachment A.

### 12. Confidentiality and Jurisdiction

#### 12.1. Confidentiality and Public Disclosure

- 12.1.1. All persons who acquire information collected from Players under this policy must not disclose this information to any person unless expressly authorised under this policy.
- 12.1.2. There is no entitlement that a Player's information and details about a first or subsequent Violation will be kept confidential once a second or further Violation has been committed.
- 12.1.3. This policy imposes obligations on various persons including the Illicit Drugs Policy Officer, Rugby AU Chief Medical Officer, Club Liaison Officer and RUPA Illicit Drugs Officer to disclose information in relation to a Player subject to this policy to third parties involved in the education, counselling and treatment of that Player. Each Player consents to the provision of information by these parties solely in accordance with this policy.
- 12.1.4. If a Player publicly discloses to the public any circumstances relating to a Violation through no fault of Rugby AU or Club, Rugby AU and/or Club shall be entitled to be informed from the Illicit Drugs Policy Officer, all details of that Violation including details about the Player and the Illicit Drugs in issue. In the case of such disclosure by a Player, the obligations of confidentiality imposed pursuant to this Article 12.1 shall no longer apply.
- 12.1.5. Subject to RUPA's approval, which shall not unreasonably be withheld, the Illicit Drugs Policy Officer may disclose statistical information on the testing program including the number of Violations by substance; however disclosure shall not breach any of the confidentiality provisions contained within this policy, including the

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confidentiality requirements applying to first Violations, an admission pursuant to Article 8.4 and an Adverse Analytical Finding pursuant to Article 8.5.

### **13. Rugby AU Drugs Tribunal – Convening and Composition**

- 13.1.** The Rugby AU Drugs Tribunal will be convened as required under this policy to conduct hearings in relation to sanctions as prescribed in Articles 8.2.6 and 8.2.7 of this policy.
- 13.2.** The Rugby AU Drugs Tribunal shall be made up of three (3) members and ordinarily comprise:
- 13.2.1. an independent chairperson, a judge, retired judge or senior legal practitioner (not a Rugby AU employee), appointed by Rugby AU in consultation with RUPA;
  - 13.2.2. one other member (not a Rugby AU employee) to be selected at Rugby AU's absolute discretion; and
  - 13.2.3. one other member (not a RUPA employee) to be appointed by RUPA.

### **14. Rugby AU Drugs Tribunal - Pre-Hearing Procedure**

- 14.1.** Following a second Violation and the convening of Rugby AU Drugs Tribunal, the Player, as soon as practicable, shall be advised of the:
- 14.1.1. date and time of the Rugby AU Drugs Tribunal hearing;
  - 14.1.2. identity of the members of the Rugby AU Drugs Tribunal;
  - 14.1.3. right to be represented;
  - 14.1.4. right to adduce evidence and make submissions in relation to the sanctions available to be imposed upon them by the Rugby AU Drugs Tribunal;
  - 14.1.5. mandatory period of Ineligibility; and
  - 14.1.6. the possibility of an extended period of Ineligibility or termination of their Player Contract pending the resolution of his or her case in the Rugby AU Drugs Tribunal.
- 14.2.** Prior to the Rugby AU Drugs Tribunal hearing, the Rugby AU Drugs Tribunal will make available to the Player as soon as practicable:
- 14.2.1. the details of the Player's first and second Violations;
  - 14.2.2. information pertaining to the Player on the Illicit Drugs Policy Register; and
  - 14.2.3. any other relevant evidence or information, including but not limited to information held by the Testing Agent, Club Medical Officer, Rugby AU Chief Medical Officer and/or the Illicit Drugs Policy Officer which pertains to the Player and his/her first and/or second Violations.

### **15. Rugby AU Drugs Tribunal - Hearing Procedure**

- 15.1.** The Rugby AU Drugs Tribunal will at all times observe the principles of natural justice and conduct a hearing as follows;
- 15.1.1. The Chairperson will explain the procedure for the hearing;
  - 15.1.2. Any other relevant evidence or information adduced pertaining to the Player and their first and second Violations will be heard and reviewed by the Rugby AU Drugs Tribunal;

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- 15.1.3. Final submissions will be heard;
  - 15.1.4. The Rugby AU Drugs Tribunal will hear and consider evidence and submissions in relation to sanction, including considerations of the factors outlined in Article 16;
  - 15.1.5. The Player will then be advised of the Rugby AU Drugs Tribunal's decision, or the intended date of delivery of the Rugby AU Drugs Tribunal's decision; and
  - 15.1.6. The Player will then be advised of their right to appeal.
- 15.2.** Hearings will be held as soon as is reasonable practicable in the circumstances. All hearings shall be held in private and may be recorded by transcript if requested by the Rugby AU Drugs Tribunal, Rugby AU or the Player.
- 15.3.** The decision of the Rugby AU Drugs Tribunal shall be advised to applicable parties as soon as practicable with a written determination to be provided as soon as possible following the conclusion of the hearing.
- 15.4.** Proceedings, findings or decisions of the Rugby AU Drugs Tribunal shall not be quashed or held invalid by reason only of any defect or irregularity unless such defect or irregularity results in a miscarriage of justice or raises a material doubt as to the reliability of the proceedings, findings, decisions or provision of natural justice to the Player.

### **16. Rugby AU Drugs Tribunal – Factors Relevant for Sanction**

- 16.1.** In determining the appropriate sanction, the Rugby AU Drugs Tribunal shall identify all relevant aggravating and mitigating factors and determine the appropriate period of Ineligibility or if the Player's Player Contract shall be terminated. Aggravating and mitigating factors include consideration of the following, but is not limited to:
- 16.1.1. the presence and time of any acknowledgement of culpability by the Player;
  - 16.1.2. the behaviour record and/or character of the Player;
  - 16.1.3. the age and experience of the Player;
  - 16.1.4. the period of time remaining on the Player's Player Contract;
  - 16.1.5. the Player's public profile and potential or actual damage his or her Violations have or may have had on their own reputation, the game or stakeholders in the game;
  - 16.1.6. the possible player welfare implications of the sanction if imposed on the Player, including but not limited to the ability for the Player to secure a further Player Contract;
  - 16.1.7. The importance of scheduled matches and/or tournaments potentially missed by the Player due to the imposed period of Ineligibility; and
  - 16.1.8. Any other aggravating and/or mitigating factors adduced by the Player, the Club, RUPA, Rugby AU or another person.

### **17. Appeals and Due Process**

- 17.1.** The determination of a Violation or the imposition of a sanction may be appealed by Rugby AU, a Club and/or a Player to a Rugby AU Drugs Tribunal (composed of different members should the appeal be of an earlier decision of the Rugby AU Drugs Tribunal) by application within ten (10) business days of the Appellant receiving notification of a Violation or sanction

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pursuant to a Violation. Following the decision on appeal, the Appellant has no further right for appeal.

- 17.2. The application providing intent to appeal should be made by sending a written notice to the Illicit Drugs Policy Officer and must set out the grounds upon which the Appellant contends that the appeal should succeed.
- 17.3. Appeals will ordinarily proceed by way of rehearing, based on the record of the initial hearing, including the evidence received and considered by the Rugby AU Drugs Tribunal.
- 17.4. Appeal hearings will not commence until the determination, written decision and transcript from the Rugby AU Drugs Tribunal hearing at first instance has been provided to the Appellant and the Player(s) and Club(s) involved in and/or affected by the appeal.
- 17.5. The Rugby AU Drugs Tribunal may only clear a Violation or reduce a sanction where it is satisfied that there are exceptional and compelling circumstances, taking into consideration Article 5.2 and Article 16, which would make it harsh and unreasonable to apply those sanctions in all the circumstances of the case.

### 18. Amendment and Interpretation of Illicit Drugs Policy

- 18.1. This Illicit Drugs Policy may be amended from time to time by Rugby AU, subject to RUPA approval.
- 18.2. The headings used for the various Parts and Articles of this Illicit Drugs Policy are for convenience only and shall not be deemed part of the substance of this Illicit Drugs Policy or to affect in any way the language of the provisions to which they refer.
- 18.3. The Definitions shall be considered an integral part of this Illicit Drugs Policy.
- 18.4. This Illicit Drugs Policy shall apply from the date it, or amendments to it, become effective.
- 18.5. Words in the singular include the plural and vice versa.
- 18.6. Reference to “including” and similar words are not words of limitation.

### 19. Definitions

**Adverse Analytical Finding** means a report from the Testing Agent which identifies in a Sample the presence of an Illicit Drug (which amounts to a Violation pursuant to Article 5.2.1).

**Annual Remuneration** means the gross annual remuneration payable to a Player (and, where applicable, his or her marketing company) under his or her Player Contract, but not including match payments or other performance-related remuneration. For a Player who is entitled to receive match payments only under the Short-Term Player Contract, his/her “Annual Remuneration” shall be the total gross value of the match payments earned by the Player as at the date of the Violation.

**Appellant** means Rugby AU, Club or Player who appeals a determination of a Violation or the imposition of a sanction pursuant to Article 17

**ASC Illicit Drugs Policy** means the Australian Sports Commission Illicit Drugs in Sport Policy effective from 1 October 2010 that applies to all ASC scholarship holders, including all contracted Rugby AU Sevens players.

**Collective Bargaining Agreement** means the agreement entered into by Rugby AU, RUPA and various State Rugby Unions (as amended or replaced from time to time).

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**Club** means a Rugby club that holds a licence for an Australian team to compete in the Super Rugby competition (or any successor tournament).

**Club Liaison Officer** means the person appointed by the Club to manage and administer this policy. For the avoidance of doubt the Club Medical Officer may also be the Club Liaison Officer.

**Club Medical Officer** means the senior medical officer of the Club.

**Competition** means a single match, game or contest and specifically does not mean the extended period of a tournament or event.

**Illicit Drugs** means the substances listed in the List of Prohibited Illicit Drugs.

**Illicit Drugs Policy Officer** means the person appointed by Rugby AU pursuant to Article 9.

**Illicit Drugs Policy Register** means a register managed by the Illicit Drugs Policy Officer which includes details of all results from testing under this policy, a record of all Violations and Player completion of education requirements and attendances, including the player acknowledgment forms in relation to this Policy.

**Ineligibility** means the Player is barred from playing in any form of Rugby match, tournament or event, and other activities as determined by the Rugby AU Drugs Tribunal, for a specified period of time. For the avoidance of doubt during a period of Ineligibility:

- (a) a Player shall continue to receive Annual Remuneration entitlements under Player Contract; and
- (b) the restriction contained in subclause 21.3 (b) of the Collective Bargaining Agreement as to periods of suspension pursuant to Player Contract shall not limit the ability to impose an Ineligibility period pursuant to this policy.

**In-Competition** means the period commencing twelve hours before a Competition in which the Player is scheduled to participate through to the end of such Competition and the Sample collection process related to such Competition.

**List of Prohibited Illicit Drugs** means the list at Attachment A identifying the Illicit Drugs prohibited under this Illicit Drugs Policy.

**Member** means a union in membership of Rugby AU as set out in the Rugby AU Constitution.

**Out-of-Competition** means any period which is not In-Competition.

**Participant** means any Person that by way of a Rugby AU Registration Form, or other instrument, has agreed to be bound by the constitution of Rugby AU, Rugby AU policies, Rugby AU Code of Conduct By-Laws and any laws, regulations and By-Laws of the International Rugby Board applying from time to time, where such Persons may include any Rugby AU player (including an amateur or non-contracted player), a referee, touch judge or other match official, a selector, coach, trainer, manager or other team official, or an individual involved in the organisation, administration or promotion of Rugby including a director, other officer or employee of a rugby body.

**Person** means a natural person or an organisation or other entity, including but not limited to a Participant.

**Player** means any person contracted to Rugby AU or any Professional Rugby Body for the purpose of playing Rugby.

**Player Contract** means the contract of employment to play Rugby entered into by the Player and a Professional Rugby Body, on standard terms and conditions as set out in the Collective Bargaining Agreement (as amended or replaced from time to time) between the Players, RUPA and the Rugby Bodies.

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**Professional Rugby Body** means Rugby AU and any entity that holds a Super Rugby licence to compete in the Australian conference of the Super Rugby Competition (or successor tournament).

**Rugby** means the game of rugby football.

**Rugby AU** means Rugby Australia Ltd ACN 002 898 544.

**Rugby AU Chief Medical Officer** means the senior medical officer of Rugby AU.

**Rugby AU Drugs Tribunal** means the tribunal formed pursuant to Article 13.

**RUPA** means the Rugby Union Players' Association.

**RUPA Illicit Drugs Officer** means the person appointed by RUPA from time to time to manage and administer Illicit Drugs issues in accordance with this policy.

**Sample** means any biological material, including urine, blood, hair (from any part of the body) and oral fluid, collected for the purposes of testing for Illicit Drugs.

**Team Management** means any person engaged by Rugby AU or a Professional Rugby Body to work directly with any Players' squad or team (includes, without limitation, medical officers, sports scientists, trainers, coaches and team managers).

**Testing Agent** means the agent appointed pursuant to Article 6.1 of this policy.

**Treatment Consultant** means a professional, qualified expert in the field of Illicit Drugs and its treatment. For the purposes of this policy the appropriate Treatment Consultant shall be determined by the Rugby AU Chief Medical Officer and the Club Medical Officer.

**Violation** shall have the meaning ascribed to it in more detail in Article 5 of this policy.



**Attachment A****List of Prohibited Drugs**

1	Amphetamine
2	Cannabis (in any form, including flowering or fruiting tops, leaves, seeds or stalks but not including Cannabis resin or Cannabis fibre)
3	Cannabis resin
4	Cocaine
5	Gammabutyrolactone (GBL)
6	Gamma-Hydroxybutanoic acid (GHB)
7	Heroin (diacetylmorphine)
8	Lysergide (LSD)
9	Methamphetamine
10	3,4-Methylenedioxyamphetamine (MDA)
11	3,4-Methylenedioxymethamphetamine (MDMA)
12	Opium
13	Psilocine
14	Psilocybine
15	Tetrahydrocannabinol (THC)
16	Methadone
17	Morphine
18	Oxycodone
19	Fentanyl
20	Pethidine
21	Dimethylamphetamine
22	Benzphetamine
23	Ephedrine
24	Methylephedrine
25	Cathine (D-norpseudoephedrine)

## Attachment B

### Testing Procedures

#### Sample Collection Summary and General Points for Consideration

The Sample collection process, including selection and notification of Players, as well the collection, sealing and transportation of the Sample, shall be the responsibility of the Testing Agent's approved Drug Control Officer (DCO). The Drug Control Officer may be assisted by a Chaperone(s). If multiple Samples are being collected the Testing Agent shall appoint a suitable number of Chaperones to ensure that the Sample collection can be completed with the minimum of inconvenience or delay for the Players.

If the Players at the venue are being subjected to doping control by the Australian Sports Anti-Doping Authority or other anti-doping authority, the DCO shall work with such officials from those bodies and may make alternative selections where authorised by Rugby AU.

The DCO shall carry personal photo identification and a letter from Rugby AU authorising them to collect Samples from Players. Such identification should be made available to a Player when that Player is notified of his/her selection for a test. Chaperones will also carry personal photo identification and carry a letter of authorisation from Rugby AU.

If the collection is to take place at a training, team accommodation, Players residence or other designated venue, the authorised DCO's, Chaperone(s) shall be granted access to the venue(s), training grounds and to areas within the venue(s) and training grounds in which they may require access in order to carry out their duties. Team managers, club liaison, Players (if at their residence) and club doctors should provide appropriate assistance in identifying suitable facilities for carrying out the Testing.

Any DCO, Chaperone who may have an interest in the outcome of the collection or testing of a Sample from any Player who might provide a Sample at a testing session shall not be appointed to the notification, Sample collection or Sample processing of that Player.

#### Selection of Players

Selection or process to be determined by Rugby AU (subject to this policy) and provided to Testing Agent.

In the case of a selected Player being injured in training subsequent to his/her selection he/she shall remain selected for testing unless he/she requires immediate hospitalisation. If the Player does require immediate hospitalisation then the team Doctor shall be required to provide a brief written report to the DCO outlining the reasons for the Player's hospitalisation and his/her inability to provide a Sample. The DCO will then provide this report to Rugby AU. A further random selection of another Player may be made in this case which is dependent on Rugby AU selection process.

Once the selections have been made, whether random or targeted, these selections should not be made aware to the team manager or officials until the players are formally notified of their selection.

In the event that the DCO or the Chaperone(s) requires assistance from the Club Liaison Officer in identifying a player for notification, the club liaison or other officials will assist the DCO and the Chaperone(s) in identifying the players who have been selected.

The DCO/Chaperone(s) shall make every effort to collect the Samples as discreetly as possible and with maximum privacy.

If the Player wishes to leave the location against the DCO's direction, the DCO shall inform the Player that he/she is required to provide a Sample for testing at the current location and outline the possible consequences of not complying with a request to provide a Sample and that it may constitute a Violation in accordance with the Rugby AU Illicit Doping Policy. If the Player still does not comply, then a failure to

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comply shall be recorded. The DCO shall compile a written report relating to the circumstances of the failure to comply and provide this to Rugby AU.

Where team meetings occur after notification that require the presence of the selected Players, it shall be a requirement that each Player's DCO or Chaperone is present at the team meeting to ensure the selected Players are kept under direct observation. Any Person who restricts the DCO or Chaperone from gaining entry to the team changing room or meeting room to notify or escort a selected Player may be in breach of the Rugby AU Illicit Policy and shall be reported to Rugby AU.

### Sample Collection Procedure

#### Notification of the Player

- The DCO/Chaperone will identify him/herself to the Player as a Chaperone for doping control and show identification and authorisation for testing.
- Advise the Player that he/she has been selected to provide a Sample as part of their requirements under the Rugby AU Illicit Doping Policy.
- Ask the Player to read and sign the Notification Section of the Doping Control Form at the time of notification.
- Inform the Player that he/she should report to the doping control station immediately or as agreed.
- DCO/Chaperone may, at his/her discretion, consider any reasonable request by the Player for permission to delay reporting to the Doping Control Station following acknowledgement and acceptance of notification and may grant such permission if the Player can be continuously chaperoned and kept under direct observation during the delay.
- Reasonable considerations can include:
  - i. Completing a training session;
  - ii. Receiving necessary medical treatment;
  - iii. Obtaining photo identification;
  - iv. Any other exceptional circumstances which can be justified, and which shall be documented.
- Inform the Player that he/she will be accompanied at all times until the end of the Sample collection session. The Player is responsible for remaining within his/her sight at all times.
- Inform the Player that he/she will need to have photo identification with him/her at the doping control station.
- The DCO should never identify the Player himself/herself. Where possible, any identification must be retrievable (i.e. trace the individual back to that form of identification). The following are acceptable forms of identification, listed by priority:
  - Photographic identification, including a driver's license, passport, doping control etc.
  - Third party identification only if a photographic identification for the Player is not available. This could include the Player being identified by a coach or club official. This person should sign the Doping Control Form, to acknowledge that he/she identifies the Player.
- Inform the Player of his/her right to have a representative present during the processing of his/her Sample
- Inform the Player of possible consequences of refusing or failing to comply with the doping control process under the Rugby AU Illicit Doping Policy.
- Inform the Player that he/she must not empty his/her bladder prior to his/her arrival at the doping control station and then must do so under the observation of Sample collection personnel.
- Inform the Player that he/she will have access to more detailed information about the doping control process in the doping control station.
- Ask the Player to accompany the Chaperone to the doping control station.
- Following notification, the Chaperone should keep the Player under observation at all times until the end of the Sample collection session. The Player shall cooperate with the Chaperone to ensure that visual contact with the Player is maintained.

**NOTE:** Chaperones should encourage Players to report to the doping control station immediately.

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- Should the Player choose to consume fluids prior to arrival at the doping control station it is at his/her own discretion. The Player will be responsible for the security and integrity of any drinks or food that the Player chooses to consume. The Chaperone should not handle these items for the Player.
- It is the Player's choice to either consume his/her own beverage or chose from the selection offered by the DCO or Chaperone.
- If the Player evades, or attempts to evade the Chaperone in order to avoid being notified and the Chaperone is not able to notify the Player they must inform the DCO immediately, who will then report this to Rugby AU.
- If a Player fails to comply with a request to provide a Sample or refuses to accompany the Chaperone to the doping control station, the Chaperone should:
  - i. Inform the Player of possible consequences of failure to comply under this Illicit Drugs Policy; and
  - ii. Inform the DCO immediately.
- Once the Player checks into the doping control station, the Player may only leave the station if he/she has been granted approval by the DCO. Under these circumstances, a Chaperone must accompany and observe the Player at all times until he/she returns to the doping control station.
- If a Chaperone observes any unusual behavior by a Player while keeping that Player under observation, the Chaperone shall report this to the DCO as soon as practical without leaving the Player unattended. The DCO may request that the Chaperone complete a Supplementary Report Form.

### Urine Sample Collection Process

- When the Player indicates he/she is ready to provide a Sample, the DCO shall ensure that the Player is informed of his/her rights and responsibilities and understands the Sample collection procedure as outlined in the Rugby AU Illicit Drugs Policy.
- The Player should select a sealed collection kit (includes: collection vessel, vacutaines, security seals) and verify that it is empty, clean and intact.
- It is recommended that there be at least three (3) collection kits from which the Player can make his/her selection.

**NOTE:** If the Player is not satisfied that the collection kit is empty, clean and intact, he/she should select another collection vessel.

- The DCO or Chaperone and Player should proceed to the toilet area to collect a Sample.
- The DCO or Chaperone who observes the passing of the Player's Sample must be of the same gender as the Player.
- If the Player is a minor, a representative of the player (the "**Player Representative**") may, with the consent of the Player, accompany him/her into the toilet area to observe the Chaperone or DCO when the Player is passing a urine Sample, but may not be in view of the Player passing the Sample, unless authorized to do so by the Player. If the Player is a minor and chooses to have the Player Representative accompany him/her, this should be documented on the Doping Control Form.
- In all cases, the Chaperone or DCO must directly observe the passing of the Sample.
- The Player must wash his/her hands prior to providing a Sample to ensure their hands are clean and that they cannot contaminate the Sample with foreign objects.
- Direct observation of the urine passing from the Player into the collection vessel is critical. The DCO or Chaperone must witness the actual provision of the urine Sample by the Player to ensure there is no interference with, substitution, or contamination of the Sample during the course of the collection. The DCO or Chaperone should explain to the Player that in order to ensure the Player has provided the Sample, the DCO or Chaperone must have a clear and unobstructed view of the passing of the Sample.
- The DCO or Chaperone should ensure that the required amount of urine is collected; however, the DCO or Chaperone should encourage the Player to empty his/her bladder and provide as much urine as possible in the collection vessel. If the collection vessel is completely filled and the Player's bladder is not yet empty, the Player should be instructed to finish emptying his/her bladder into the toilet.
- The Player should then be requested to flush the toilet so that no residual urine is left.
- If the Player wishes to wash his/her hands after providing the Sample, make sure the Sample is placed in a safe and secure location where both the Player and the DCO or Chaperone have a clear and unobstructed view of the Sample at all times.

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- Return to the processing area with the Player carrying his/her Sample. The Player should retain control of the collection vessel and any Sample provided until the Sample collection kit bottles are sealed. The collection vessel must be in clear view of the Player, DCO and/or Chaperone at all times. A DCO and/or Chaperone may only handle the collection vessel if requested to do so by the Player, and this should be documented on The Doping Control Form or on a Supplementary Form.
- The DCO or Chaperone who witnessed the passing of the Sample will sign the Urine Sample Witness line on the Doping Control Form to verify the Player provided the Sample and that a clear, unobstructed view was maintained.

**NOTE:** If during the Sample collection session, a Sample is deemed by the DCO and/or Player to be unsuitable, or if there are doubts as to the origin or authenticity of the Sample, the Player shall be asked to provide an additional Sample.

### Urine Sample Processing Procedure\*

- Once the Player has provided the required amount of urine, the sample processing should begin as soon as practical. The Player should retain control of the collection vessel and any sample provided until the sample is sealed inside the collection kits. The collection vessel must be in clear view of the Player and DCO or Chaperone at all times.
- The DCO should ask the Player to read the security seal number which is included in the collection kit so it can be recorded on the Doping Control Chain of Custody Form. The DCO should also visually confirm the number before recording it on the Form.
- The player or the DCO (with the player's permission) will fill the vacutainers with the required amount of urine from the collection vessel.
- The DCO with the left over urine in the collection vessel will then conduct an adulteration check on the sample to ensure the sample is legitimate for the purpose of laboratory analysis and record these details on the Doping Control Chain of Custody Form.
- The security seals included in the collection kit are then initialed and dated and placed over the vacutainers to ensure they are tamper free from the time of collection to their arrival at the laboratory by both the player and the DCO.
- The DCO should request that the Player provide information about any medications and other substances, including vitamins, minerals, herbs and other dietary supplements, used in the previous seven (7) days (or as requested by Rugby AU) and record the information on the Doping Control Chain of Custody Form. If the Player has no substances to declare, the DCO should write *nil*.
- The DCO should complete the Doping Control Chain of Custody Form. The DCO who processes the Player's sample(s) is responsible for ensuring that the form is complete, accurate and legible. If any of the information on the Doping Control Chain of Custody Form is not applicable, the DCO should draw a line through each non-applicable area, or check the *N/A* box, if available.

**NOTE:** The Doping Control Chain of Custody Form should be filled out as completely as possible before reviewing it with the Player. The only information that should be left blank during the review is the signature lines of the applicable persons present (e.g. DCO, Player Representative and Player).

- Once the Doping Control Chain of Custody Form is completed, the DCO should thoroughly review it with the Player and Player Representative, if present. If there are any mistakes on the Form, if required a new one should be re-written and the Form with the error should be voided and torn up while in the Player's presence. This voided Form should be returned to Rugby AU along with the other sample collection documentation.
- The DCO and Player will then print and sign their names on the Doping Control Chain of Custody Form to verify the accuracy of the information.
- The DCO shall provide to the Player at the completion of the testing session and the completion of the Doping Control Form with the signature of the Player, DCO and Player's Representative (if applicable) a copy of the Doping Control Form (Player's Copy).
- The DCO shall provide to Rugby AU at the completion of the testing session and the completion of the Doping Control Chain of Custody Form with the signature of the Player, DCO and Player's Representative (if applicable) a copy of the Doping Control Chain of Custody Form (Rugby AU's Copy).
- The sealed samples are to be placed in a transport satchel and when all collections are completed, the

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satchel is to be closed with a tamper evident plastic lock, the number of which is recorded on the Laboratory Advice Form (with no personal information of the Player), which is also placed in the satchel.

- The transport satchel is stored in a secure place until all specimen collections are completed.
- Once the testing session is complete the DCO will remain in custody of the samples until he/she ships and/or delivers it directly to the laboratory or drops it off to a designated collection centre.

\* Sample Processing procedure may vary depending on the collection kit utilized.

### Hair Sample Collection Process

- When the Player indicates he/she is ready to provide a Sample, the DCO shall ensure that the Player is informed of his/her rights and responsibilities and understands the Sample collection procedure as outlined in the Rugby AU Illicit Doping Policy.
- The Player should select a hair collection and chain of custody kit.
- It is recommended that there be at least three (3) kits from which the Player can make his/her selection.

**NOTE:** If the Player is not satisfied with the hair collection and chain of custody kit, he/she should select another hair collection and chain of custody kit.

- If the Player is a minor, the Player Representative may, with the consent of the Player, accompany him/her into the doping control station.

### Hair Sample Processing Procedure \*

- Once the Player has selected the hair collection and chain of custody kit, the DCO will then using the necessary materials prepare for taking a hair sample.
- The DCO will wipe the scissors with an alcohol swab before use and select a suitable lock of hair ideally from the crown of the Player's head and cut next to the scalp (approx. 50-100 hairs) for each sample collected.
- Once the hair sample is collected the DCO will place the cut lock of hair on the foil (from the hair collection and chain of custody kit), with the root end at the 'Red Dot' overlapping the edge of the foil.
- The DCO will then fold the foil around the lock of hair tightly so that the individual strands of hair are securely held in place.
- The DCO will then place each sample collected in the envelope from the hair collection and chain of custody kit.
- The DCO will then take the barcode marked 'Donor Initials' and use it to seal the envelope to prevent tampering 'tamper evident'.
- The Player will then initial or sign the barcode label.
- The DCO will then place the envelope with the hair sample and the initialed or signed tamper evident barcode in the bag attached with the Chain of Custody form (COC).
- The DCO will then seal the bag using the adhesive seal and place a barcode label across the seal.
- The DCO will then complete the COC form and ensure all the information is correct and have the Player also check the information is correct before signing the form.
- The DCO once the COC form is signed will provide the Player with a copy for their records.

\* Hair Sample Processing procedure may vary from time to time depending on the Hair Collection and Chain of Custody kit used for collection