TEMPLATE: Anti-Doping Privacy Notice (short form)

**When to use this template?**

This template is a general anti-doping privacy notice that can be used to summarize your personal information processing practices to relevant individuals. It is intended to provide an overview of key details you must provide under Article 7 of the ISPPPI for all of your anti-doping activities. This short-form version is best suited as a notice to be integrated into forms or documents made available to athletes or other individuals, such as a license application or registration form, where you have limited space available for a privacy notice. It should be supplemented by a more detailed privacy notice. See the long form template for an example.

**Do I need to adapt the template?**

[Highlighted] sections should be reviewed and modified to account for the particular context(s) in which the privacy notice will be used. You may also need to refer to additional types of personal information being collected, specify the relevant legal bases relied upon under applicable data protection laws, or add additional information required to be included under privacy and data protection laws applicable to you.

See Chapter 5: How to explain your processing practices in the ISPPPI Guidelines for more guidance on how to use and complete this template.

**What if I need to get consent?**

We encourage you to obtain some form of an express acknowledgment that this anti-doping privacy notice has been read and understood by the recipient, especially if you are requesting consent to process their personal information. For instance, you could insert the following statement immediately above or next to a signature block, tick box, or accept button:

“I have read and understood the Anti-Doping Privacy Notice explaining how my personal information will be processed for anti-doping purposes, and I accept its terms.”

See the WADA template Doping Control or TUE Application Forms for an example.

**Feedback**

If you have ideas about how to improve this template, please send your feedback to **privacy@wada-ama.org**.

Anti-Doping Privacy Notice

The [name of NADO/IF/MEO] is a signatory to the World Anti-Doping Code (the Code). This means we need to collect, use and share the following **personal information** about you to conduct anti-doping activities and create a clean sport environment for all athletes:

|  |  |  |
| --- | --- | --- |
| **Information** that identifies or is identifiable to you,like your name, contact information, date of birth, gender, sport nationality, and the sports you participate in.  | **Education data** we need to make sure you are receiving anti-doping education, like the courses you complete and your assessment scores. | **Whereabouts information** that indicates where you can be found for anti-doping testing. We will tell you if you need to provide us with this information. |
| **Testing data** that is created when we collect samples from you. This includes forms you will be asked to complete and the laboratory results of your test. Laboratory results are also combined in an **Athlete Biological Passport**. This is another tool to identify who is not respecting anti-doping rules. | **Medical information,** if you need to apply for a **Therapeutic Use Exemption** because you have a medical condition and need to use a substance or a method that is normally not allowed to be used. | **Results management information**, if we believe you have broken anti-doping rules. This includes information about the **anti-doping rule violation** you arecharged with, evidence you provide in defense of a charge, and the decision on whether or not you will receive a sanction. |

We also may need to **share your personal information** with the following individuals and organizations to run our anti-doping program and respect the Code:

* **Individuals authorized by you**, like an agent, coach, or doctor;
* **Code** **Signatories** that have testing authority, sample collection authority, or results management authority over you, like a National Anti-Doping Organization, International Federation, or Major Event Organizers;
* **WADA** (the World Anti-Doping Agency), that ensures all Code Signatories respect the rules of the Code. WADA also operates and manages **ADAMS**, a platform hosted in Canada to which we will upload your personal information. Using ADAMS facilitates the collaboration and sharing of information needed to run our anti-doping program.
* **Laboratories and Athlete Passport Management Units** that analyze anti-doping samples and the Athlete Biological Passport. They are subject to the International Standard for Laboratories and only have access to coded data (based on sample codes or passport IDs);
* **Delegated third parties** that we hire to help us carry out anti-doping activities; [If you work with specific DTPs, you should identify them here]
* **Public authorities** responsible for enforcing sport and anti-doping laws and for investigating offences tied to doping in sport.

On top of complying with privacy and data protection laws [you may specify specific laws if you wish], we respect a set of standards when we handle your personal information. These standards are described in the [**International Standard for the Protection of Privacy and Personal Information**](https://www.wada-ama.org/sites/default/files/resources/files/2021_ispppi_en_24092020.pdf). They include protecting your personal information, deleting it when we no longer need it, being transparent, and allowing you to exercise rights like the right to access your personal information.

Please review [insert title + link to more detailed privacy notice] for more information. You can also contact us at [insert email address/other contact details for ADO] if you have questions.For details about ADAMS and how WADA will process your personal information, review the ADAMS Privacy Policy **(**[**https://adams-help.wada-ama.org/hc/en-us/articles/360012071820-ADAMS-Privacy-Policy**](https://adams-help.wada-ama.org/hc/en-us/articles/360012071820-ADAMS-Privacy-Policy)**)** or contact WADA at **privacy@wada-ama.org**.