

**WADA EXECUTIVE COMMITTEE  
and FOUNDATION BOARD  
MEMBER GUIDELINES**

January 2026

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*The following background documents are provided for reference:*

- *Appendix 1:* WADA's Statutes (as amended in June 2023)
- *Appendix 2:* WADA Governance Regulations (as amended in December 2024)
- *Appendix 3:* Executive Committee and Foundation Board Composition (as at January 2026)
- *Appendix 4:* 2026 Registry of Deputies Form
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- *Appendix 6:* Code of Ethics (as amended in December 2024)
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- *Appendix 11:* WADA 2026 Budget (Summary)

## WADA EXECUTIVE COMMITTEE and FOUNDATION BOARD

### General Information and Member Guidelines

(Version – January 2026)

***The following General Information and Member Guidelines (including a series of references and appendices) have been compiled to guide and assist WADA Executive Committee (ExCo) and Foundation Board (Board) Members in their role as a WADA Member.***

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#### 1. **INTRODUCTION TO WADA**

The Agency's [website](#) provides comprehensive and updated information on WADA.

##### **Who We Are**

WADA is the international independent organization created in 1999 to lead a collaborative worldwide movement for doping-free sport. WADA works towards a vision of the world where all athletes can participate in a doping-free sporting environment. It is funded equally by the Olympic Movement and Governments of the world (also referred to as Public Authorities).

In order to accomplish its mission, WADA works closely with an extensive anti-doping community comprised of Athletes, the International Olympic and Paralympic Committees, world Governments and intergovernmental bodies, International Sport Federations, National and Regional Anti-Doping Organizations, Major Event Organizations, Anti-Doping Laboratories, National Olympic and Paralympic Committees and the Court of Arbitration for Sport. Information on these stakeholders and their respective roles can be found on WADA's website [here](#).

##### **World Anti-Doping Code**

WADA coordinates the development, implementation and revisions of the [World Anti-Doping Code](#) (Code), the document which harmonizes anti-doping policies in all sports and all countries. The current version of the Code came into effect on 1 January 2021 (to replace a 2015 version), together with the set of **associated International Standards** which operate alongside it. These documents can be found on WADA's website – [World Anti-Doping Code 2021 and International Standards](#).

From late 2023 to the end of 2025, WADA carried out a multi-phase consultation and drafting process to update the Code and International Standards, to come into effect in January 2027. The Board and ExCo approved the 2027 versions of the Code and International Standards during extraordinary meetings held on 5 December 2025. Additional information on the consultation and update process, including the final text of the 2027 Code and International Standards, can be accessed [here](#). In 2026, WADA will support stakeholders in ensuring that they make the relevant changes to their anti-doping rules and programs to implement the 2027 Code and International Standards when they come into force.

WADA's activities focus in several areas emanating from its responsibilities under the Code and reflect the importance of a comprehensive approach to the protection of clean sport:

- Code Acceptance and Implementation
- Code Compliance Monitoring
- Athlete Engagement
- Education
- Global Anti-Doping Coordination and Development
- Science and Medicine
- Intelligence and Investigations
- Legal Cases/Appeals
- Stakeholder Engagement
- Partnerships

## **WADA's Strategic Plan**

Following a thorough review of the Agency's **Strategic Plan** carried out in 2019 in consultation with a number of WADA Members and stakeholders, WADA published its Five-Year Strategic Plan in July 2020, laying out the foundation for the Agency's strategic activity for 2020-2024. As the Agency approached the end of the 2020-2024 Plan, an extensive consultation exercise ensued, once again with Members and stakeholders over an 18-month period in 2023-2024 to capture feedback, measure progress against the 2020 version, and identify any new themes or enhancements for the next Strategic Plan. As a result, a new Plan for the period 2025-2029 was approved by the Board in December 2024. The five Strategic Priorities for WADA are:

1. Lead;
2. Grow Impact;
3. Be Athlete-Centered;
4. Collaborate & Unite; and
5. Perform.

The 2025-2029 Strategic Plan can be found on WADA's website [here](#).

## **President and Vice-President**

WADA's current President is Mr. [Witold Bańka](#) of Poland and Vice President is Ms. [Yang Yang](#) of China. They each commenced their initial three-year terms on 1 January 2020 and were both unanimously re-appointed by the Board on 18 November 2022 for an additional period of three years commencing 1 January 2023 and ending on 31 December 2025. On Thursday 29 May 2025, the Board re-elected them in their positions for a final three-year term from 1 January 2026 until 31 December 2028.

## **WADA Offices and Staff**

The Agency's headquarters are located in Montreal (Canada), and [four regional offices](#) facilitate work with stakeholders around the globe:

- Africa Office in Cape Town (South Africa)
- Asia/Oceania Office in Tokyo (Japan)
- Europe and Sport Movement Relations Office in Lausanne (Switzerland)
- Latin America and Caribbean Office in Montevideo (Uruguay)

In addition, on 1 January 2020, a Presidential Office was opened in Warsaw (Poland) in direct support of the current President, Witold Bańka.

As at January 2026, the Agency operates globally with 168 permanent employees and 14 temporary employees (fixed term contracts) across 53 nationalities. Amongst permanent employees, 57% are women and 43% men. WADA's Management team is represented by the Director General and Senior Management staff, located either in Montreal, or in the regional offices. Management team members are listed on WADA's website [here](#).

## 2. GOVERNANCE REFORMS

### Governance Reviews (2017-2022)

WADA's role and the fight against doping has significantly evolved since the Agency's governance model was formed in 1999. As with all well-run organizations, WADA has acted to ensure that its governance evolves with best practice over time. Accordingly, in November 2016, the Board recommended the [formation of a Governance Working Group](#) to study WADA's governance model and recommend appropriate reforms. The Working Group was comprised of two athletes; two representatives from National Anti-Doping Organizations (NADOs); five representatives from the Olympic Movement; five representatives from the Public Authorities; two independent governance experts; and an independent chair. The Working Group commenced its work in March 2017 and held several meetings that involved robust consultation and debate of all matters.

In [November 2018, the Foundation Board approved a series of governance reforms](#) that were recommended by the above-mentioned Working Group. In 2019, WADA's Statutes were modified to reflect these reforms, and a new set of Bylaws and operational Regulations were created to supplement the formal Statutes. These were approved by the Board in November 2019 in Katowice, Poland. At the request of the Swiss authorities, the Statutes and Regulations were further modified in April 2021 to ensure they were aligned with the regulations governing Swiss Foundations.

In November 2020, a new Working Group on the Review of WADA Governance Reforms (the Working Group) was formed to review the implementation of WADA's governance reforms approved in November 2018, as well as to consider any further improvements. This second Working Group was smaller in size, comprising seven members – again led by an independent chair, and included two members appointed by the Olympic Movement, two members appointed by the Public Authorities and two athlete representatives. The group held numerous meetings, undertook consultation rounds and met directly with existing WADA bodies and stakeholders, and provided three interim reports to the ExCo and/or Board on the progress of their work.

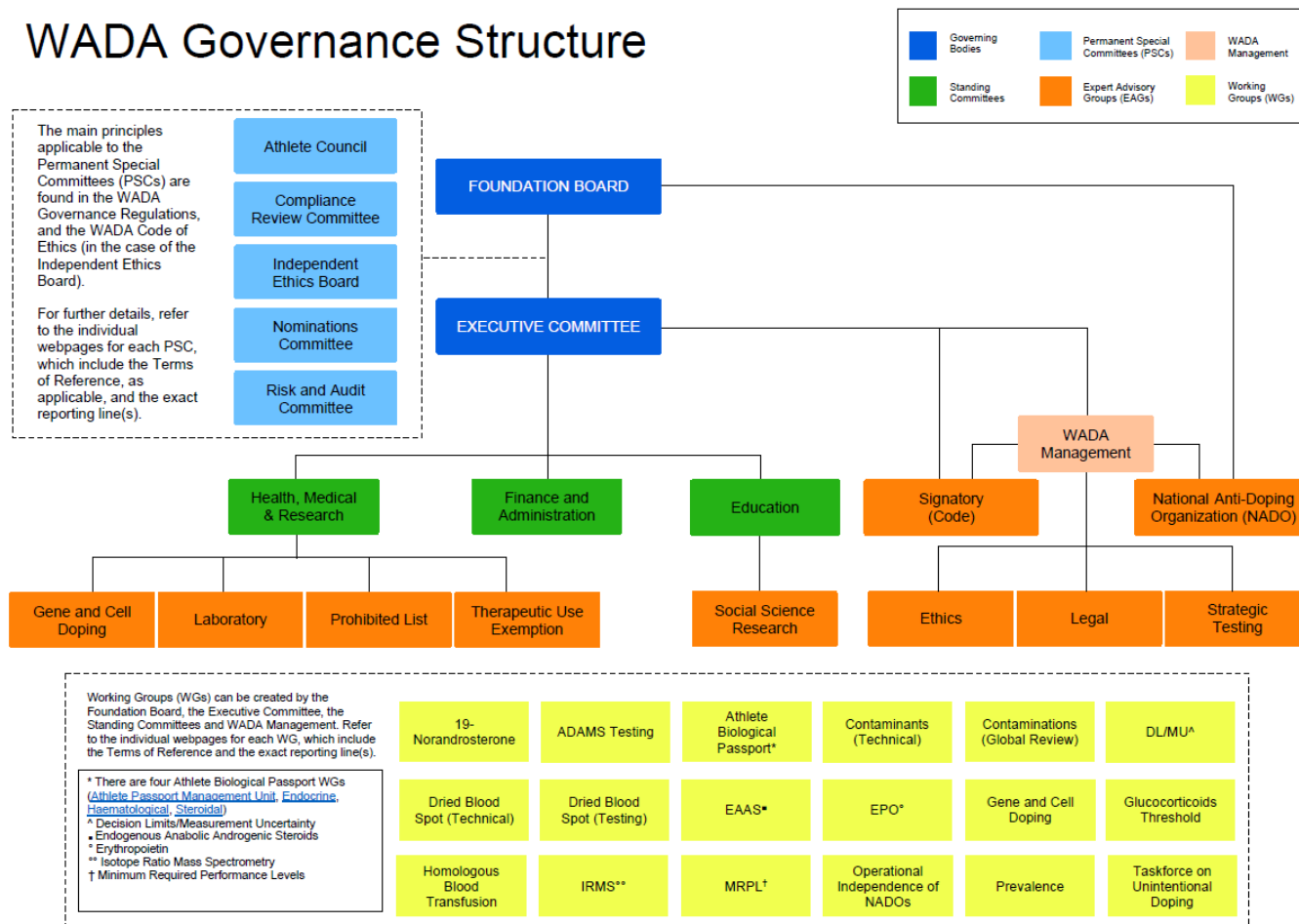
The [final report](#) of this second Working Group was unanimously approved by the Board at its meeting on [19 May 2022](#), along with a few [adjustments](#) by the ExCo. As a result of these recommendations, modification of the WADA Statutes and Governance Regulations was required. In order to advance the implementation of the reforms and not wait for formal approval of the changes to the Statutes and Regulations, implementation preparations had started as soon as the Working Group report was confirmed in May 2022. Many of the reforms based on the approved recommendations took effect on 1 January 2023 and others during the course of the 2023 calendar year. The revised [Statutes](#) and [Governance Regulations](#) were approved by the Board on [14 June 2023](#) (refer Appendices or direct weblinks)<sup>1</sup>.

A full overview of WADA's Governance structure can be found [here](#) and is reflected below.

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<sup>1</sup> The Governance Regulations were further revised by the Board in December 2024 to implement a set of amendments which can be found within this [page](#) on WADA's website.

## WADA Governance Structure



### 3. COMPOSITION OF THE BOARD AND EXCO

#### Board

The Board is the Agency's highest decision-making body. Since June 2023, it is composed of **42 members**, as a result of the above-mentioned governance reform recommendations and Statutes amendments. Article 6 of WADA's Statutes specifies the administration of the Membership of the Board.

As background information, the Board originally comprised 34 Members, 17 Members from each stakeholder side (Olympic Movement and Public Authorities). In late 2002 two seats were added, one to each side, creating a membership total of 36.

A second change was made in late 2006 when a constitutional amendment determined that going forward, the WADA President and Vice-President could be selected from outside the Board Membership. This meant that the Board could recruit appropriate external individuals to fill these roles rather than appointing existing Members of the Board. With this change, the number increased to 38 Members – 18 Members from each stakeholder side, plus one President and one Vice-President.

In May 2022 the Board approved recommendations of the Working Group to add four Members to the Board: two additional athlete seats allocated to the Olympic Movement side for representatives of the new WADA Athlete Council, and two NADO seats allocated to the Public Authorities side, from the WADA NADO Expert Advisory Group (NADO EAG). These four new Members were officially inducted on the Board after the approval of the revised Statutes in June 2023. These additions brought the total number of Board members to 42.

As at 1 January 2026, the Board is comprised of:

- **One President** (Mr Witold Bańka of Poland) and **one Vice-President** (Ms Yang Yang of China). They each hold their position since 2020. On 29 May 2025, they were re-elected by the Board for final three-year terms from 1 January 2026 until 31 December 2028. They are independent from WADA and its stakeholders.
- **20 Members** representing the **Olympic Movement** as follows:
  - Five Members from the International Olympic Committee (IOC);
  - One Member from the International Paralympic Committee (IPC);
  - Four Members from the Association of National Olympic Committees (ANOC);
  - Four Members from the IOC Athletes' Commission (IOC AC);
  - Three Members from the Association of Summer Olympic International Federations (ASOIF); and
  - One Member from the Winter Olympic Federations (WOF); and
  - Two athletes from the WADA Athlete Council.<sup>2</sup>
- **20 Members** representing the **Public Authorities** as follows:
  - Three Members from Africa;
  - Four Members from the Americas;
  - Four Members from Asia;
  - Five Members from Europe;<sup>3</sup>
  - Two Members from Oceania; and
  - Two representatives from the NADO EAG.<sup>4</sup>

The Members of the Public Authorities are divided into five regions, based on the Olympic regional system. The allocation of seats per region was agreed to by Governments in June 2001 in Cape Town, South Africa, following a series of meetings convened by the International Intergovernmental Consultative Group on Anti-Doping in Sport (IICGADS). This group operated at that time as the caucus of the world's governments and non-governmental organizations (NGOs) active in the fight against doping in sport.

A list of the current Board Members can be found in the **Appendix – Executive Committee and Foundation Board Composition (as at January 2026)**.

Where any membership changes occur during the course of a year, the Board composition is updated on WADA's website [here](#). A process is also followed to formalise membership changes as required by the Swiss Authorities.

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<sup>2</sup> The revised Statutes specify the two members from the Athlete Council must be elected from and by this body.

<sup>3</sup> Two members represent the Council of Europe, and three represent the European Union.

<sup>4</sup> The revised Statutes specify the two members from the NADO EAG must be elected from and by this body.

## Executive Committee

The ExCo is delegated by the WADA Board to manage the running of the Agency, including the performance of activities and the administration of assets. This also includes taking all decisions that are not reserved by WADA's Statutes or Swiss law to the Board.

In 2022, it was made up of 14 members – a Chair (who is WADA's President), a Vice-Chair (who is WADA's Vice President), ten stakeholder members, with equal representation (five members each) from the Olympic Movement and Public Authorities, and two Independent Members.

In April 2023, the composition was increased **to 16 members**. The WADA Athlete Council Chair assumed a seat, and an additional Independent Member joined the ExCo. The additions are a result of the governance reforms approved in May 2022.

Article 11 of WADA's Statutes specifies the composition and membership of the ExCo. All ExCo appointments and composition changes are subject to the approval of the Board.

The composition is as follows:

- **One Chair and One Vice-Chair;**
- **Three Independent Members;**
- **Chair of the WADA Athlete Council;**
- **Five Members** representing the **Olympic Movement** as follows:
  - Two Members from the IOC;
  - One Member from the ANOC;
  - One Member from the IOC AC;
  - One Member from ASOIF.
- **Five Members** from the **Public Authorities**, with one from each Olympic region (Africa, Americas, Asia, Europe, Oceania).

A list of the current ExCo Members can be found in the **Appendix – Executive Committee and Foundation Board Composition (as at January 2026)**. If a Member changes at any time during the year, following formal approval by the Board, the ExCo composition is updated on WADA's website [here](#).

## Member Replication/Duplication

The reforms approved in May 2022 recommended to reduce personnel overlap by establishing that members of the ExCo (with the exception of the President and Vice-President) should not be allowed to also be a member of and vote on the Board. This principle was put forward with a view of strengthening the supervisory function of the Board vis-à-vis the ExCo. In essence, this means that members on the Board are distinct from members on the ExCo. This change came into effect on 1 January 2023.

## President and Vice-President

In order to ensure a meaningful coordination between the ExCo and the Board, the WADA President and Vice-President (who are also the Chair and Vice-Chair of both organs), are members of both bodies.

Historically, the following persons have held the positions of President or Vice Vice-President of the Agency:



*President:*

- Richard W. Pound – Sport Representative (2000-2001<sup>5</sup>; 2002-2004 and 2005-2007)
- The late Hon. John Fahey – Public Authority Representative (2008-2010 and 2011-2013)
- Sir Craig Reedie – Sport Representative (2014-2016 and 2017-2019)
- Witold Bańka – Independent (2020-2022 and 2023-2025; currently in office, 2026-2028)

*Vice-President (new position in 2005):*

- Brian Mikkelsen – Public Authority Representative (2005-2006) / Jean-François Lamour (2007)
- Arne Ljungqvist – Sport Representative (2008-2010 and 2011-2013)
- The late Makhenkesi Stofile – Public Authority Representative (2014-August 2016) / Linda Hofstad Helleland (November 2016-2019)
- Yang Yang – Independent (2020-2022 and 2023-2025; currently in office, 2026-2028)

As illustrated by the list above, there was an alternation between the two stakeholder groups to hold the President and Vice-President positions (between inception and the end of 2019). This practice was reviewed and it was agreed as part of the 2017-2018 governance reforms, that the next President and Vice-President would still be nominated by the Public Authorities and Olympic Movement respectively, however they would need to meet strict independence criteria to fill the roles.<sup>6</sup> Further to the 2022 governance reforms, it was decided that the WADA Nominations Committee would be responsible for identifying and vetting the candidates for President and Vice-President for future elections. This process was followed for the 2025 election (for the terms starting in January 2026).

Article 7 of the Statutes outlines the organization of the Board and specifically the voting process in electing the Agency's President and Vice-President. The Regulations on the Election of the President and Vice-President of the Foundation Board (Part II of the WADA Governance Regulations) define the provisions applicable to the election in conformity with the Statutes and the relevant provisions of Swiss law.

## **Founding President**

In November 2021, the Board adopted a resolution awarding Richard W. Pound with the title of Founding President in recognition of his outstanding service to WADA over two decades, in particular, for his contribution in establishing the Agency at a critical time, and the key role he played as its first President between 1999-2007. This award is an honorary title, and as such, Mr. Pound is not deemed to be a member of WADA's governance structure.

Mr. Pound can however be invited to major WADA events, such as the World Conference on Doping in Sport and/or the Annual Symposium. At the discretion of the sitting WADA President, he may also be invited to other WADA gatherings or events. He cannot participate in official ExCo or Board meetings and has no voting rights. However, at the proposal of the WADA President, he may occasionally be invited to contribute to the discussions on specific issues for which his expertise and historical knowledge might be of benefit. The Board may object to this invitation.

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<sup>5</sup> Richard W. Pound served as President for two years, at the time the Olympic Movement funded the Agency in full, before the Public Authorities commenced their annual financial contributions.

<sup>6</sup> Article 7 of the WADA Statutes states: "*The President and the Vice-President must be independent from the Public Authorities and the Olympic Movement.*" WADA's Governance Regulations, Part II, Section 3.0 further specifies that they shall meet the Operational and Personal Independence criteria and the Organizational Independence criteria six months before holding office.

#### **4. APPOINTMENT AND ASSIGNMENT OF TERMS**

##### **Appointments**

The Olympic Movement and the Public Authorities are each responsible for appointing their respective representatives to the Board and ExCo.

##### *Olympic Movement*

The IOC coordinates the appointments of all Olympic Movement representatives, not only from the IOC and the IOC AC, but also from those sporting bodies closely associated with the IOC (IPC, ANOC, ASOIF, WOF).

##### *Public Authorities*

Each region is responsible at its sole discretion for the process of proposing or appointing its representatives.

It is the responsibility of the ExCo Member from each region to formally advise WADA Management of the appointment of new Members to the Board in writing. WADA Management actively seeks this information each year, generally in October/November to commence preparing for the following year. Although not specified in governance rules or documentation, it is the norm that Public Authority Members are Ministers responsible for sport or have the equivalent status and/or authority as Ministers in their country/region.

Notwithstanding the autonomy granted to the regions, it is to be noted that under the terms of the WADA Statutes (Article 6), Public Authority representatives from a country which has not paid its annual contribution (dues) to WADA or has not adhered to the UNESCO International Convention Against Doping in Sport will not be eligible to sit on either the Board or the ExCo, nor on any of the WADA Committees. Furthermore, on 1 January of each year, any Board or ExCo Member representing a country which has not paid its contribution (dues) for the previous year, or representing a country in which the NADO has been declared not to be in compliance with the Code, or representing a signatory to the Code that has been declared not to be in compliance with the Code will automatically lose their seat as a Board or ExCo Member.

##### *Athlete Council and NADO Representatives*

The WADA Athlete Council and NADO EAG are responsible for determining the process and for selecting their representatives to sit on the Board. They have set out the applicable process in their respective Terms of Reference.<sup>7</sup> The Athlete Council is required to adhere to the governance recommendation which specifies that at least one of the two members comes from Paralympic Sport.

The Chair of the Athlete Council is automatically deemed to be nominated as a member of the ExCo once their appointment is formally ratified by the ExCo. The Athlete Council is responsible for electing its Chair in accordance with its Terms of Reference.

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<sup>7</sup> These can be accessed [here](#) (NADO EAG) and [here](#) (Athlete Council).

### *Independent Members (ExCo only)\**

As indicated earlier, an additional Independent Member was appointed to the ExCo in 2023, bringing the total number of Independent Members to three, in line with the most recent governance reforms. The appointment process of the Independent Members differs between the first two and the new Member that joined in 2023, however all processes involve the WADA Nominations Committee. The details are outlined in article 4.3 of the Regulations of the Foundation Board (Part I of the WADA Governance Regulations).

The Board is a representational body only, there are no Independent Members (apart from the President and Vice-President).

## **Assignment of Terms and Term Limits**

### *Foundation Board*

Per Article 6 of the Statutes, membership terms to the Board are for a duration of three years. Possible reappointments for three-year terms are permitted up to nine years of service on the Board. An overall limit of 12 years of service may apply in aggregate if the Board Member was previously an ExCo Member.

### *Executive Committee*

In accordance with Article 9 of the WADA Statutes, the ExCo is appointed by the Board. Article 11 outlines the composition and functioning of the ExCo.

Membership terms to the ExCo are for a duration of three years. Possible reappointments of three-year terms are permitted up to nine years of service on the ExCo. The overall limit of 12 years of service may apply in aggregate if the ExCo Member was previously a Board Member.

### *Assignment of Terms*

It is to be noted that, in accordance with Swiss law, terms on both the ExCo and Board are attributed to an individual, not to the country or representative body of the individual. As a result, members must personally resign from their position on the Board or the ExCo if a new member is to replace them before the end of their term.

Member terms start on the day WADA is formally advised of a change in membership or, if a later date and if applicable, on the date WADA is advised of their predecessor's resignation, which may not always take effect at the beginning of a calendar year. WADA follows up with the relevant stakeholders in advance of the end of terms to ensure that members can be reappointed or replaced. As mentioned above, stakeholders nonetheless remain responsible for determining and coordinating the process by which they appoint members.

### *Transition Period*

Following the 2017-2018 and 2022 governance reforms, certain transition rules were included in the Statutes to avoid any sudden removal of Members. Members were able to conclude their current terms, even if they exceed nine or 12 years. They were however not permitted to start another term if they have already reached the maximum years of service. The activation of this transition clause no longer applies, however some members are concluding their final year/s of service above the limit.

## Meeting Attendance and Official Registry of Deputies

The Swiss Authorities have highlighted the importance, and legal requirements under Swiss law, for Board and ExCo Members to exercise their duties personally and that recourse to Deputies be limited to exceptional circumstances. As a result, a provision regarding Deputies is included in the WADA Statutes (Articles 8 and 11) whereby Board and ExCo Members are required to nominate in advance at the start of each year, two alternate Deputies to represent them at Board or ExCo meetings, however, a Member can only be represented once during a calendar year by one of the two Deputies on the condition that the Member is unable to attend a meeting (either in person or virtually). The same individual cannot sit as Deputy on both the Board and the ExCo in any given calendar year.

Deputies have the same rights and obligations as the represented Member including voting rights, which they shall exercise in the name and on behalf of the represented Member in accordance with their instructions. For circular votes, a Deputy may exceptionally complete the circular vote form on behalf of their Member, should the Member be entirely unavailable and not reachable during the full vote period.

In addition, it is highly recommended that Members appoint Deputies of similar standing, title, or position from another sporting institution (for Olympic Movement Members), or from the same region and same standing, and, in the case of Ministers, another Minister or Junior/Deputy Minister from the same country (for Public Authority Members).

To give effect to the above, at the beginning of each year, WADA Management sends a Registered Deputies Form to all Members requesting that they nominate two Deputies for the upcoming calendar year (refer **Appendix – 2026 Registry of Deputies Form**). Should Members and/or any of one of their two nominated Deputies be unable to attend a WADA meeting, Members may appoint an observer to stand in, but such observer will not have voting rights nor speaking rights (unless granted by the President), nor will WADA meet any expenses for the observer's attendance at the meeting.

### *Term Limits of Deputies*

Deputies shall only serve for as long as the Member is a member of the ExCo or Board. Deputies may not serve more than 12 years as deputy or member of the Board and/or of the ExCo.

## Meeting Observers

A policy which outlines observer attendance and participation at ExCo and Board meetings was established in May 2016. This policy addresses the restrictions in place due to the ExCo being a closed forum, and when space limits the number of observers that can attend Board meetings, which are open forums. Given the new virtual and hybrid nature of meetings, the policy was updated in January 2023, and again in January 2024 to provide the rules surrounding ExCo members who wish to observe the annual Board meeting, and vice versa. Minor administrative updates were made in January 2025. A copy can be found under **Appendix – Executive Committee and Foundation Board Meetings Observer Attendance and Participation Policy**.

## **5. RESPONSIBILITIES OF MEMBERS, INCLUDING THE PRESIDENT AND VICE-PRESIDENT**

### **President and Vice-President**

The President plays a critical role on the ExCo and Board, leading both groups in their decisions and implementation of the policies and activities of the Agency, and the oversight of its administration. The President works with WADA Management in promoting effective relations and upholding a positive image with all stakeholders and within the public community.

The Vice-President deputizes for the President in the latter's absence and performs other responsibilities as assigned.

### **Board Members**

The competences and obligations of the Board are outlined in Articles 9 and 10 of the Statutes and regulated under Swiss law.

In addition, and in practical terms, a Board Member's role involves:

1. Assisting in promoting WADA's anti-doping vision and mission among fellow sporting institutions within the Olympic Movement, among athletes, amongst other countries or among NADOs in their geographical region. This can take many forms, e.g., sharing updates with such bodies, and representing or supporting WADA at local events or conferences and generally encouraging the adoption of and compliance with the Code.
2. Ensuring the flow of information between WADA and all stakeholders. It is expected that Board Members will provide their related institutions and colleagues with updates on the decisions emanating from meetings so that the relevant organizations and individuals are aware of the Board's actions and activities.
3. Encouraging and assisting in securing prompt payment of contribution dues by countries in their region (government specific).
4. Acting loyally and ethically and in the best interests of the Foundation, i.e., the duty to act with care.

### **ExCo Members**

Article 11 of the Statutes outlines the functions of the ExCo. In practical terms, an ExCo Member's role involves:

1. Evaluating information provided by WADA Management and making recommendations to the Board where necessary (i.e., budget/finances, changes to the WADA Statutes, etc.) as well as matters affecting the direction and conduct of WADA affairs.
2. Providing leadership for their representative body or region in matters requiring a consensus among stakeholders.
3. Coordinating the establishment of contribution share splits in their region and advising WADA of any changes as they occur (government specific).
4. Leading the coordination and facilitating the process of appointing ExCo and Board Members from their region in a timely manner and advising WADA of the outcome in writing (government specific).

## Code of Ethics

In November 2021, the Board approved a WADA Code of Ethics pursuant to Article 6 of the WADA Statutes. It was subsequently revised and approved by the Board in November 2023 and most recently in December 2024. Its purpose is to establish clear ethical standards over the activities of WADA's Officials (as defined in Section 2 of the Code of Ethics itself) to allow WADA to achieve its mission and protect its core values. WADA and all its Officials undertake to foster a culture of ethics, loyalty, and integrity within their respective areas of competence.

By adopting the Code of Ethics, the Board recognized the importance of setting the highest ethical standards in the governance and administration of WADA.

The **Code of Ethics** is included as an **Appendix** and can be accessed [here](#). More information can be found in **Appendix – Summary Guide of Code of Ethics and Access to eLearning Course**, which provides details of the Code of Ethics for WADA Officials as well as instructions to access an eLearning course on WADA's [ADEL platform](#), which was developed in collaboration with the WADA Independent Ethics Board and the Agency's Education Department in 2024. This course, which takes between 15 and 30 minutes to complete, explains what the Code of Ethics entails and how it applies to you as a WADA Official. Members are strongly encouraged to complete it for a deeper, more comprehensive understanding of this important document.

## Legal Matters

### *a) Swiss Registry of Commerce*

As a Swiss Foundation, WADA must abide by Swiss law, which provides that all Board Members (including those without signing authority) must be registered with the Swiss Registry of Commerce. In order to do so, Members must complete **an original Declaration** whereby they state the following:

- They are a Member of the WADA Board;
- They accept their mandate on the WADA Board;
- They accept their registration to the Swiss Registry of Commerce as a WADA Board Member having no signing authority.

This Declaration is provided to Members for completion at the beginning of their term. Members must also provide a **copy of the photo page of their passport** as proof of identity.

The Declaration must be in original format (i.e. manually signed), and accordingly, the WADA Administration will provide the necessary logistical support (couriers, etc.) to facilitate obtaining the required paperwork. On receipt, WADA will then file the documents with the Swiss Authorities to complete the registration. WADA will process personal information provided as needed by Swiss law and in line with its [Privacy Policy](#).

Should a Member fail to provide the required paperwork in a timely manner, there may be consequences such as non-payment of travel for Member attendance at in-person meetings.

A second component to this mandatory requirement involves the Board endorsing its own membership. This approval is included on the annual Board agenda or via circular vote, as required.

*b) Independence*

The definitions of independence changed in the recent governance reforms and can be found in the updated version of the Governance Regulations [here](#) (see Part V, Regulations on Independence). The requirements on independence must be satisfied at the time Members take office and remain applicable for their entire term. Members shall immediately inform the Board through the President and the Director General of any circumstances which might prevent them meeting the requirements of independence.

*c) Conflict of Interest*

WADA's Conflict of Interest Policy was updated in November 2023. It had been removed from the Governance Regulations, to which it was previously attached, and is included as an **Appendix – Conflict of Interest Policy**. All Members are required to sign a Statement of Absence of Conflict of Interest (**refer Appendix – Annual Member Form, including Statement of Absence of Conflict of Interest and Confidentiality Declaration**) upon their appointment, pursuant to which they undertake to comply with the Conflict of Interest Policy (as amended from time to time) and any other provisions applicable by law in this matter. The Statement of Absence of Conflict of Interest must be completed and signed on an annual basis and must be updated if and as necessary during the year.

Before deputizing at a WADA meeting, a registered Deputy must also complete the Statement of Absence of Conflict of Interest form (should they not have signed a copy at the start of the year).

In addition, there is a standing agenda item at all meetings where Members are asked to disclose any relevant conflict of interests.

*d) Confidentiality*

In order for WADA to carry out its work, and to ensure that ExCo and Board meetings remain productive forums for discussion, maintaining confidentiality is of utmost importance. The WADA Governance Regulations and the Code of Ethics each contain specific confidentiality clauses with which members must agree to comply.

Members are required to sign a Confidentiality Declaration on an annual basis (**refer Appendix – Annual Member Form, including Statement of Absence of Conflict of Interest and Confidentiality Declaration**). This ensures that all Members acknowledge the confidential nature of their WADA work and confirm their adherence to such confidentiality rules. Member Deputies are also required to complete and return the Confidentiality Declaration.

*Document Sharing*

Documents provided by WADA to Members are confidential. However, Members are entitled to share information related to WADA within the body that nominated or proposed them to the ExCo or Board, to the extent needed for the fulfilment of their duties. Members remain responsible for the observance of the confidentiality on matters related to WADA and for ensuring that the information is not publicly disseminated.

Despite this requirement however, there have regrettably been instances in recent years where documents have been leaked into the media/public sphere. In view of these breaches of confidentiality, and recognizing the damaging effects of document leaks, WADA has determined the need to revise



its practices for the distribution of ExCo and Board documentation with members/deputies and their advisors.

As of 2026, some modifications will be made to the processes for sharing documents to ExCo and Board members. The details will be communicated separately to members.

e) *Media Relations Policy*

All Members must also adhere to the protocol set forth in **WADA's Media Relations Policy** (refer **Appendix**).

*[All WADA ExCo, Board and other Committee/Expert Advisory Group/Working Group Members are required to adhere to the same Conflict of Interest, Confidentiality and Media Relations policies. WADA Management will send the required documentation for signature to all Members as early as possible at the start of the calendar year, seeking completion/signature for the applicable year.]*

f) *Member Liability and Insurance*

WADA is a private foundation governed by the laws of Switzerland. Under Swiss law, Members are not personally liable to third parties for any damages resulting from Board or ExCo decisions, except in the case where a decision constitutes an unlawful act committed by such Member's wilful misconduct or negligence (liability originating from tort).

WADA maintains standard insurance coverage for its activities, including Directors and Officers (D&O) liability insurance to cover possible liability of the Board and ExCo Members, in the event of a claim brought against them in relation to work conducted for WADA. A certificate of insurance can be provided upon request.

Insurance policies do have limitations and exclusions, and coverage would be assessed by WADA's insurers on a case-by-case basis in the event of a claim. Should you be notified of a claim related to work conducted for WADA, please contact our Governance Unit (<mailto:governance@wada-ama.org>) immediately.

## 6. WADA FUNDING AND BUDGET PROCESSES

### Funding

WADA was established in November 1999 as a private Swiss Foundation. It is an equal partnership between the Olympic Movement and the Public Authorities, and as such, they each provide equal funding to WADA.

WADA received its first two years of funding in 2000 and 2001 solely from the Olympic Movement. As of 1 January 2002, WADA's funding has been sourced equally by the Olympic Movement and the Governments of the world.

The International Intergovernmental Consultative Group on Anti-Doping in Sport (IICGADS) reconfirmed its commitment to fund half of WADA's operating budget in May 2001. The governments involved in IICGADS also determined and agreed to the formula by which they would fund half of WADA's budget.



The current share split for the Public Authorities (i.e. 50% of the WADA budget) was agreed to at the IICGADS meeting in Cape Town, South Africa in June 2001 and is as follows:

Africa:	0.50%
Americas:	29.00%
Asia:	20.46%
Europe:	47.50%
Oceania:	2.54%

The regional share split is reflected in Article 3.2.2 of the [Copenhagen Declaration](#), and Article 15 of the [UNESCO International Convention against Doping in Sport](#) refers to equal funding of WADA by Public Authorities and the Olympic Movement.

More information on the history of share splits for each region can be found on WADA's website [here](#).

Within each region, governments have agreed internally to each of their individual share of financial contributions to WADA. The ExCo Member within each region is generally responsible for leading the process of any changes in policy and/or decisions relating to contributions, particularly concerning any review or revision of the share-split within their region.

In order to carry out its anti-doping work, WADA relies on the timely contribution payments from all stakeholders – the IOC (on behalf of the Olympic Movement) and Public Authorities. WADA looks to its Members to play a leadership role in this area by prompting payment of dues and advising WADA of the regional share split decisions in the case of the Public Authorities.

At their December 2025 meeting, the Board approved a 3% increase for 2026, 2027 and 2028. The Board also approved a change in the timing to send the contribution letters, to better align with the budgetary cycles of WADA's stakeholders. Moving forward, where possible\*, contribution letters for the following year will be sent to stakeholders mid-year (as opposed to December). As such, stakeholders can expect to receive their 2027 contribution letters between June-August 2026. [*\*Those for Europe may still be sent later in the year as we are dependent on additional information from those who coordinate the share split in Europe.*]

It should be noted that the WADA Statutes (Article 13) require financial contributions to be made by 31 December the year prior to the according budget. If, however, due to government budgetary processes in a given country, this payment date cannot be met, then payment is required at the latest by the end of June of a given year and accordingly, WADA requests that it be advised in writing of the anticipated date when the contribution(s) will be made.

### **Additional Contributions**

In past years, the Olympic Movement has intermittently offered additional monies to WADA should Public Authorities render additional contributions, that is, the IOC will match the amount dollar for dollar. We are grateful to the Olympic Movement and the Public Authorities for any additional funding that is offered as it has a significant positive impact on our ability to progress our efforts towards clean sport worldwide.

### **Private Funding and Global Partnerships**

For WADA to adequately fulfill its global mandate and meet stakeholders' expectations, considerably more resources are required to support a wide range of anti-doping activities, including scientific research,

education, anti-doping capacity development, investigations, and monitoring. Accordingly, we are continually seeking partners to join us in safeguarding clean sport and providing a level playing field for athletes worldwide. By partnering with a limited number of leading organizations globally, we can increase our ability to deliver in all areas of anti-doping. We encourage our Members to advise us of possible partners within their region or sphere of activities. For partnership opportunities, please visit our website [here](#).

## Budgeting

At the May 2018 Board Meeting, Members approved an 8% increase in contributions, year over year, for the years 2019-2022 (inclusive), with an annual approval of the budget. Continuing on from this, on 18 May 2022, the Board approved an 8% budget increase for 2023, and further increases of 6% for each of the years 2024 and 2025. In December 2025, the Board approved a 3% increase in contributions for 2026, 2027 and 2028.

WADA follows a transparent process in the development and approval of its annual budget. The process is as follows:

1. A draft expenditure budget for the forthcoming year is developed by WADA Management and is presented to the WADA Finance and Administration (F&A) Committee – in **June/July**.
2. The more detailed draft is then presented to the ExCo – in **September**.
3. As required by the WADA Statutes, the expenditure budget is submitted for approval by the Board – in **November/December**.
4. The budget comes into effect – on **1 January**.

A **summary of the budget** for the present year (the 2026 WADA Budget) is included as an **Appendix**.

## 7. PERMANENT SPECIAL COMMITTEES

Pursuant to the revised WADA Statutes, the Board has established the following Permanent Special Committees:

- [Athlete Council](#);
- [Compliance Review Committee](#);
- [Independent Ethics Board](#);
- [Nominations Committee](#); and
- [Risk and Audit Committee](#).

Some of these bodies were created following the first governance reforms (e.g. the Nominations Committee and Independent Ethics Board), whereas others (the Compliance Review Committee and the new Athlete Council, which replaced the former Athlete Committee) were reclassified as “Permanent Special Committees” in accordance with recommendations from the 2022 governance reforms, which recommended the official use of a new label for these governance bodies. . A fifth body, the Risk and Audit Committee, is new, a result of the second governance reforms.

The Regulations of the Permanent Special Committees are included in the Governance Regulations (see Part IV).

### Athlete Council

One of the recommendations made by the more recent Governance Working Group included the creation of a 20-member WADA Athlete Council to replace the WADA Athlete Committee. The 20 members are divided into the following three groups of athlete representatives:

- **Group 1:** Five athletes appointed by the International Olympic Committee's and International Paralympic Committee's Athlete Commissions;
- **Group 2:** Eight athletes elected by the Athlete Commissions of International Federations; and
- **Group 3:** Seven other athletes, selected by an appointment panel made up by a majority of athletes, to fill skills and diversity gaps.

The creation of the new Athlete Council involved a complex exercise of planning and implementation, including establishing the procedures for the appointment, election and selection of its membership. The process followed a very tight timeline in 2022 as the objective was to start 2023 with the new body in place. In [January 2023](#), WADA was pleased to announce the full Council membership. A rotation is in place for the members of the Council going forward, with the terms of all members of one Group ending each year. In January 2026, following an extensive selection process led by the Athlete Council Appointment Panel, the Council welcomed three new Group 3 members (four others were reappointed). The IOC and IPC Athletes' Commissions will be asked to make Group 1 appointments at the end of 2026.

The Terms of Reference of the Athlete Council were confirmed in April 2023 and were amended in May 2024 further to the Athlete Council's annual review and the WADA Board's approval.

More information on the Athlete Council, as well as its Terms of Reference, can be found [here](#).

### **Compliance Review Committee**

As mentioned above, the WADA Compliance Review Committee (CRC) is now considered a Permanent Special Committee, however its membership is still to be approved by the ExCo, upon recommendation of the WADA Nominations Committee. The CRC is an independent, non-political body and provides advice, guidance and recommendations to the ExCo on matters related to compliance with the Code and International Standards. The Committee is composed of compliance specialists from non-sporting industries, as well as representatives of athletes, governments and sport. It includes six members: three independent members (including the independent Chair), as well as one nominee from each of the WADA Athlete Council, Public Authorities, and Olympic Movement.

More information on the CRC and its work can be found [here](#).

### **Independent Ethics Board**

Following the approval of the WADA Code of Ethics in November 2021, in May 2022, the Board approved the membership of the new nine-member WADA Independent Ethics Board (IEB), consisting of: an Independent Chair (1), Independent Members (6), and the Olympic Movement and Public Authority Members (2). The composition can be found [here](#).

The IEB is in charge of implementing the Code of Ethics and adjudicating any complaint that may arise under its scope of application. The IEB has created a secure reporting platform, which is managed by the independent Ethics Officer. More information on this and the IEB can be found [here](#).

## Nominations Committee

In September 2019, an Inaugural WADA Nominations Committee was formed following the recommendation of the first Governance Working Group. The Inaugural body was given a fixed term mandate until May 2020 to recommend to the ExCo the appointment of suitably verified candidates to chair WADA Standing Committees; define a skills profile for candidate nominations from the Olympic Movement and Public Authorities and recommend to the Board the appointment of suitably verified candidates as the first Independent Members of the ExCo; and recruit and recommend to the ExCo the Independent Members of the first Permanent Nominations Committee.

In May 2020, the [Permanent Nominations Committee](#) was appointed (the Members of the Inaugural Committee expressed their desire to carry on with the Permanent Committee) and has continued its work with various mandates since then, to support the ExCo and Board in ensuring the right persons in terms of skills and independence serve in senior governance roles within WADA. The ExCo or Board may request additional work of the Committee if required.

The five-member Committee is made up of three independent experts, and two stakeholder members – one nominated by the Olympic Movement and one by the Public Authorities. Additional information on the Nominations Committee, including its Terms of Reference, can be found [here](#).

## Risk and Audit Committee

As a result of the May 2022 governance reforms, a new body was created in 2023 and became operational in 2024, namely the WADA Risk and Audit Committee (RAC).

The RAC is independent and non-political and it comprises three members – one representative of the ExCo and two external experts appointed by the ExCo. Its main purpose is to monitor and assist the Board and WADA Management in fulfilling its responsibilities in terms of risk management, financial reporting and compliance with policies and regulations.

Additional information on the RAC, including its Terms of Reference, can be found [here](#).

## 8. STANDING COMMITTEES

WADA Standing Committees support WADA's mission by serving as a forum for detailed and expert deliberation on specific families of issues, to develop recommendations for decisions by the ExCo (or Board, as appropriate). As per Article 11 of WADA's Statutes, "*The Executive Committee will if it deems it necessary, decide upon the creation of standing or ad hoc committees*".

In line with the recent governance reforms, WADA's Standing Committee structure has been modified, reducing them in number by two (as mentioned above). There are now three WADA Standing Committees currently in operation:

- [Education Committee](#);
- [Finance and Administration Committee](#); and
- [Health, Medical and Research Committee](#).

## Composition and Terms of the Standing Committees

The Regulations on Standing Committees (part VI of the Governance Regulations) provide for the rules and procedures concerning composition, selection processes and the appointment of members. The current Standing Committee Chairs were appointed for three-year terms in September 2025 (i.e., for 2026-2028 terms). The appointments followed a call for candidates and process which was led by the Nominations Committee.

As to other members, staggered terms are in place to ensure that there is appropriate rotation within the membership of each committee. Each Committee is required to include one representative nominated by the Athlete Council and one representative of National Anti-Doping Organizations, provided they have the required skills and expertise. An annual call for the following year's vacant Committee member positions is released in May/June each year.

The full composition of each committee, including their respective Terms of Reference and Summary Meeting Notes, can be found under the relevant page within WADA's [website](#). In addition, the summary meeting notes of the Standing Committee meetings are to be posted on the WADA website, once they have been approved by Committee Members.

## 9. EXPERT ADVISORY GROUPS

As part of the first governance review, it was recommended that the Agency's Expert and Working Groups be reviewed by Management and the ExCo to assess their effectiveness, and to determine whether they remained relevant (i.e., reference name, duration of terms, etc.). This review was conducted in 2020, and a report recommending some changes was provided to the ExCo in November 2020.

Expert Advisory Groups (EAGs) are bodies created to provide ongoing technical advice and special expertise to WADA Standing Committees and WADA Management. EAGs have no constitutional standing within the Agency, and so while tasks and undertakings may be delegated to them, responsibility and accountability remains vested in the entity that created them (e.g., WADA Standing Committees or WADA Management).

Membership terms on the EAGs are two years, renewable but with a 12-year limit, which may be extended in exceptional circumstances. Experts are called upon to assist WADA on subject-specific matters which change and evolve, hence the term structure differs from WADA's general three-year membership terms.

The following EAGs are currently in place (as at January 2026):

- [Ethics](#);
- [Gene and Cell Doping](#);
- [Laboratory](#);
- [Legal](#);
- [NADO](#);
- [Prohibited List](#);
- [Signatory \(Code\)](#);<sup>\*</sup>
- [Social Science Research](#);
- [Strategic Testing](#); and
- [Therapeutic Use Exemption](#).

*\*The Signatory Expert Group was formed by the ExCo in 2020 to consider new applicants to be World Anti-Doping Code signatories. The format of this body is different to the above-mentioned groups and operates under unique rules.*

The full composition lists of WADA's EAGs together with their individual Terms of Reference can be found under the Governance section of the WADA website [here](#). Meeting outcomes are generally not published, but some may be made public at times, or stakeholders proactively updated where it is deemed necessary that they be directly informed.

## 10. WORKING GROUPS (AD HOC, ADVISORY, OR OTHER SUCH GROUPS)

Working Groups (WGs) are created by WADA Management on an as-needed basis only, and generally with a defined mandate requiring deliverables within a set timeframe. Where the expected deliverables are not met, an extension of mandate is possible, however it is not expected that WGs continue indefinitely. If it is considered that their work should be ongoing in nature, whether the group should be elevated to an EAG would need to be determined. WGs have no constitutional standing within the Agency, and so while tasks and undertakings may be delegated to them, responsibility and accountability remains vested in the entity that created them.

Although WGs are not considered permanent, they are not exclusively short term. It may be anticipated that some need to run over several years. In these cases, they are to be reviewed at least every three years to ensure that their purpose remains relevant and necessary. A decision may be taken to adjourn their work and reactivate it when the need arises. In such circumstances, the mandate and new timelines are to be redefined before they resume their work.

In December 2024, the ExCo approved the creation of two WGs\* (identified within the list below) to implement recommendations of the Final reasoned report presented by Independent Prosecutor, Mr. Eric Cottier, regarding his review of WADA's handling of the China Anti-Doping Agency's no-fault contamination cases involving 23 swimmers from China in 2021.

The following WGs (as at January 2026) are currently in place:

- [ADAMS Testing](#)
- [Contaminants](#) (Technical)
- [Contaminations](#) (Global review, created by the ExCo)\*
- [Dried Blood Spot \(DBS\) Testing](#)
- [Working Group on the Operational Independence of National Anti-Doping Organizations](#) (created by the ExCo)\*
- [Prevalence](#)
- [Taskforce on Unintentional Doping](#)
- Several Scientific Groups (looking at specific technical areas such as [glucocorticoids threshold](#), [isotope ratio mass spectrometry](#) (IRMS), [erythropoietin](#) (EPO), [minimum required performance levels](#) (MRPL), [DBS](#), [homologous blood transfusion](#) (HBT), [endogenous anabolic androgenic steroids](#) (EAAS), [19-Norandrosterone](#) (19NA), [decision limits/measurement uncertainty](#) (DL/MU))
- A number of Athlete Biological Passport (ABP) Groups (specifically addressing ABP program elements such as [Athlete Passport Management Unit](#), [Haematological](#), [Steroidal](#), and [Endocrine](#))

The full composition lists of WADA's WGs together with their individual Terms of Reference can be found under the Governance section of the WADA website [here](#). Meeting outcomes are generally not published, but some may be made public at times, or stakeholders proactively updated where it is deemed necessary that they be directly informed.

## **11. GENERAL POLICIES AND INFORMATION**

*The following policies apply to Members (or to their registered Deputies in the event Members cannot attend a WADA meeting).*

### **Flights/Airfares**

ExCo and Board Members are entitled to travel in business class from their city of residence to the city where the WADA meeting is being held, regardless of the travel time. Should Members wish to travel from a location other than their city of residence due to professional/personal commitments, WADA must be advised in advance and will proceed to evaluate the additional cost of travel, if applicable.

In comparison, Standing Committee and Group Members\* travel in economy class unless any one leg of the outbound or inbound journey is greater than four hours or other business reasons prevail when business class may be warranted and pre-approved by WADA. All travel within Canada and within the USA, and between Canada and the USA, will be in economy class only, except when the flight originates of, or the final destination is outside of, Canada or the USA (i.e. if a Canada or USA segment is part of a longer itinerary).

*\*It should be noted however that if a Member of a Committee or Group is also an ExCo or Board Member, then they will be subject to the travel criteria applicable to ExCo/Board Members when they travel in such capacity, in accordance with the WADA Travel Policy.*

It is WADA policy not to allow a lower-class airfare to be taken in exchange for the provision of a greater number of tickets.

Airfares are to be arranged and paid for by WADA. The Agency aims to achieve the most cost-efficient airfares, and therefore all Members are required to arrange their travel through WADA's Travel Desk in a timely manner. The best itineraries at the lowest fares as found by the Travel Desk will prevail. This may mean that on occasion, in the absence of timely communication from Members in response to confirming proposed flights made by the Travel Desk, flights may be booked by the Travel Desk based on the meeting times and dates without the Member's prior approval. Special requests to change flights may then be considered but will be subject to approval by WADA. This protocol is in place to counter the significant increase in price when flights are booked or changed closer to the meeting date/s. WADA trusts Members understand the cost impact of late bookings.

At times, a Member may need to make their own travel arrangements. In such case, the Member must obtain prior approval from the Travel Desk, which will provide the amount of the airfare entitlement for which the Member may seek reimbursement. As above, the amount offered may be based on quotes obtained by the Travel Desk when communication with the Member is initiated. With this in mind, the full airfare amount claimed may not automatically be reimbursed. Any claims for reimbursement should be submitted within one month of the meeting date with appropriate supporting documentation (i.e., invoice, proof of purchase and copy of the electronic ticket).



## **Accommodation**

WADA will pay for Members' hotel accommodation the night before and the night(s) of a WADA meeting (if required). Due to airline schedules and/or long-haul flights, it may be necessary for a Member to stay an additional night. Coverage of this added expense will be confirmed by WADA's Travel Desk.

When stakeholders (e.g. Olympic Movement, Public Authorities or their One Voice Group) decide to organize preparatory meetings on the day or days prior to an ExCo or Board meeting, Members' hotel accommodation the night or nights before these preparatory meetings are to be borne by Members' coordinating bodies or by Members personally. As above, WADA will pay for Members' hotel accommodation the night before and the night(s) of a WADA meeting.

## **Ground Transportation/Airport Transfers**

WADA will also meet the expenses of ground transportation in the city of the meeting: whenever possible, WADA will make "meet and greet" transfer arrangements for ExCo and Board Members to and from the airport in the city of the meeting. In instances where this pre-arranged service is not available, reimbursement of taxi expense costs will be made on presentation of a receipt and approval by WADA.

The travel indemnity amount (refer below, i.e., USD 400) is provided to contribute towards ground transportation costs in Members' home cities/countries. In other words, requests for reimbursement for ground transportation expenses in home cities/countries will not be reimbursed.

## **Meals**

Member accommodation booked by WADA generally includes breakfast, however if a hotel charges separately for this meal, WADA will meet the cost. Lunches and coffee breaks are provided during meetings, and an ExCo and/or Board social function (cocktail and/or dinner) is generally arranged the night prior to or on the evening of a meeting. It is expected that other meal costs are met by the Member (through the allocation of the indemnity allowance).

## **Accompanying Persons**

Although not a common or encouraged practice, spouses/common-law partners/accompanying persons may accompany Members on WADA-related business trips, however, any travel costs for such additional persons are at the sole responsibility and expense of Members. WADA will not, under any circumstances, book and pay for any air, train, or ground transportation for accompanying persons. In terms of accommodation, Members will be responsible for paying any double occupancy supplement as well as any additional meals on a daily basis.

Accompanying persons are not permitted to attend WADA meetings and are not allowed to attend ExCo and Board social functions or dinners, unless exceptionally invited by WADA.

Members are asked to advise WADA in advance if they are planning to bring an additional person to the meeting location, so that appropriate arrangements can be made.



## **Indemnities**

Indemnities are paid to Members for travel and attendance to meetings upon confirmation that Members wish to claim the indemnities (Members are expressly asked to provide such confirmation after the meetings).

For in-person meetings, the amount of USD 200 per meeting day is provided to ExCo and Board Members, in addition to an amount of USD 400 provided as travel indemnity, regardless of the number of days onsite and the length of the travels. For example, a Member will receive USD 600 for a one-day meeting, or USD 800 for a two-day meeting. Should a meeting be held in a Member's city of residence, indemnities for the day(s) only of the meeting will be paid (i.e., the travel indemnity will be excluded). Similarly, should Members attend meetings remotely, indemnities will only be paid for the day(s) of the meeting (i.e., the travel indemnity will be excluded).

For ExCo and Board meetings that take place exclusively in a virtual format, the amount of USD 100 is provided to Members should the meeting be scheduled for less than four hours. When the virtual meeting lasts four hours or more, Members will receive the standard USD 200 amount.

Indemnities are paid by wire transfer directly to Members after the meeting has taken place. Per WADA policy, payment may be deferred to cover multiple meetings. Members will be required to provide their banking details for purposes of the wire transfer. By default, all payments will be issued in US dollars (USD).

Members may waive the indemnity if they choose, however no indemnity will be paid to a second party if a Member declines it.

Members are fully responsible for declaring the funds in their home country, and to any employer.

## **Other Expenses**

The indemnity allocations referenced above are provided to cover all other costs which might be incurred by Members when traveling for WADA meetings. These may include phone calls, internet charges, laundry, dry cleaning, other taxis, snacks/meals not otherwise provided, and any other miscellaneous items.

Hotels are advised of the costs which WADA will cover and Members will generally be asked to provide a credit card upon check-in as guarantee to meet any extra/incidental costs charged to a room.

## **Travel Insurance**

WADA has comprehensive travel insurance coverage with TSM Insurance Company. All ExCo and Board Members are covered when travelling for WADA business (to and from meetings, etc.)\*. Coverage includes emergency medical expenses; loss or damage to personal property/money (only in the event of robbery/burglary of cash); trip cancellation or delay; and personal accident or legal liability. In the event that Members need to comply with any additional measures to ensure the insurance remains valid, i.e., the need for any testing or vaccines, they will be advised accordingly.

For any questions regarding travel insurance, please contact WADA's Governance Unit ([governance@wada-ama.org](mailto:governance@wada-ama.org)), which will refer you to the appropriate WADA resource if needed.

*\*In the event WADA Members combine WADA travel and other business/leisure travel on the same itinerary, coverage may be limited to the travel segment related to WADA business only. Please contact WADA in advance to confirm.*

## **Visas**

When meetings are held in Canada, depending on their nationalities, Members may be visa-exempt and only require an Electronic Travel Authorization (eTA), or may require a full visa. Members should consult the following link to determine what type of document they require for travel to Canada: <http://www.cic.gc.ca/english/visit/visas.asp>. eTAs must be applied for online prior to travel (<http://www.cic.gc.ca/english/visit/eta-start.asp>). Note that an eTA does not replace a full visa where one is required. For Members requiring a full visa, upon request, WADA will provide Members a formal letter of invitation in support of a visa application. It is highly recommended that those who require a full visa apply well in advance of the meeting to allow for proper processing time by the Canadian authorities.

If a WADA meeting is held outside of Canada, it is recommended that Members plan ahead and investigate with the host country on whether they require a visa. WADA will again facilitate a formal letter of invitation.

In the event that costs are to be incurred for the issuance of a visa to attend a WADA meeting, Members are requested to seek prior approval for reimbursement, otherwise reimbursement may not be possible.

## 12. HELPFUL CONTACTS

**WADA Reception**  
*Montreal, HQ*

Tel: +1 514 904 9232  
Fax: +1 514 904 8650  
Website: [www.wada-ama.org](http://www.wada-ama.org)

**WADA Travel Desk**  
*Montreal, HQ*

Tel: +1 514-904 8772  
Email: [travel@wada-ama.org](mailto:travel@wada-ama.org)

\* \* \* \* \*

**Africa Office**  
*Cape Town, South Africa*

Tel: +27 21 483 9790  
Email: [nathalie.bashala@wada-ama.org](mailto:nathalie.bashala@wada-ama.org)

**Asia/Oceania Office**  
*Tokyo, Japan*

Tel: +81 3 5963 4325  
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**Europe Office**  
*Lausanne, Switzerland*

Tel: +41 21 343 4340  
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Tel: +598 (2) 623 5206  
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\* \* \* \* \*

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\* \* \* \* \*

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