



DLRA Compliance Illicit Drugs in Sport Drug Test - Standard Operating Procedure

SCOPE	<p>This procedure details the actions required to select a Relevant Person to undergo a Drug Screen, by a Drug Testing Representative for the purpose of Safety Testing, through to the reporting and referral (to the Race Director) if a Banned Drug is detected in their Sample during a Drug Screen.</p> <p>It also outlines the compulsory action that must be taken, such as excluding a relevant person from the meeting if a banned drug is detected in their sample, or, if a relevant person refuses to submit to Safety Testing.</p> <p>To ensure good governance and duty of care, random or targeted Safety Testing may be conducted on any relevant person participating in any DLRA-permitted event.</p>
DEFINITIONS	<p>Capitalised terms used in this procedure have the meanings given in the Policy and as defined below:</p> <ul style="list-style-type: none"> • AS 4760:2006 means Australian Standard 4760:2006 – Procedures for specimen collection and the detection and quantitation of drugs in oral fluid. • Clerk of the Course or Race Director means the person responsible for conducting the Meeting in accordance with the Supplementary Regulations. • Exclusion Notice means a notice provided to the Stewards of the Meeting and/or the Clerk of the Course to inform them of a Relevant Person’s exclusion from a Meeting. • Notification means the process for informing a Relevant Person that they have been selected to undergo a Drug Screen for the purpose of Safety Testing. • Policy means the DLRA Illicit Drugs in Sport Policy. • Random Selections means the selection of Relevant Persons for Safety Testing where Relevant Persons are selected on a random basis. • Sample Collection Area means the room, building or other suitable area used to conduct the Drug Screen process. • Stewards of the Meeting means the person or persons appointed by the DLRA to officiate as a panel under the chairmanship of the Race Director. The Executive Officials of the Meeting shall have supreme authority for the enforcement of the Supplementary Regulations including the International Sporting Code, NCRs, sporting and any other relevant regulations.
PROCEDURE	<p>1 SELECTION OF A RELEVANT PERSON FOR A DRUG SCREEN</p> <p>1.1 Prior to commencing Safety Testing, the Policy Officer, or another person authorised by the Policy Officer, may make Random Selections from the list of Relevant Persons at a Meeting. Target Testing may also occur in addition to or instead of Random Selections.</p> <p>2 NOTIFICATION PROCEDURE</p> <p>NOTE: The Notification duties are generally performed by the Policy Officer however this authority may be given to another person by the Policy Officer.</p> <p>2.1 The Policy Officer shall identify themselves to the Relevant Person and advise them that they’ve been selected to undergo a Drug Screen for the purpose of Safety Testing.</p> <p>2.2 Following Notification, if the Relevant Person refuses to submit to Safety Testing, or fails to comply with all reasonable requests relating to the process, the Policy Officer shall take the necessary action in accordance with the Policy (such as issue a warning or exclude the Relevant Person from the event for the day).</p>



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2.3 Where the Relevant Person is to be excluded for a day, the Policy Officer shall provide the Stewards of the Meeting and/or Clerk of the Course with an Exclusion Notice.

2.4 Upon request, the Relevant Person must declare any other days they intend to participate in, over the duration of the event.

2.5 Following Notification, the Relevant Person shall report to the Sample Collection Area at the specific time nominated by the Policy Officer.

3 SAMPLE COLLECTION AND DRUG SCREEN PROCEDURE

3.1 Once the Relevant Person has reported to the Sample Collection Area, the Drug Testing Representative shall commence the Drug Screen process. All Samples will be collected, transported and analysed in accordance with AS 4760:2006.

3.2 The Relevant Person must:

- (a) remain in the Sample Collection Area until the entire Drug Screen process is completed, unless the Policy Officer authorises otherwise;
- (b) upon request, declare any medications or other substances taken in the 24 hours prior to Notification. These might include but are not limited to, prescribed medications as well as 'over-the-counter' medications such as painkillers or cold and flu medications; and
- (c) fill out and sign any necessary paperwork as required by the Drug Testing Representative.

NOTE: It is in the best interests of Relevant Persons to declare ALL OVER-THE-COUNTER MEDICATIONS they have taken as some legal medications can be detected by a Drug Screen.

3.3 Upon request and as instructed, the Relevant Person shall collect their own Sample using a Sample collection tube.

3.4 Once the Drug Testing Representative is satisfied that a sufficient Sample has been collected, the Drug Testing Representative shall conduct the Drug Screen.

3.5 Regardless of the outcome of the Drug Screen reading, the Drug Testing Representative shall provide one copy of the printed receipt to the Relevant Person and another to the Policy Officer.

3.6 The Relevant Person shall sign all copies of the printed receipts that are produced.

4 IF THE DRUG SCREEN READING IS "NEGATIVE"

4.1 If the Drug Screen reading is equal to "NEGATIVE" for all drug classes, there will be no further action required by the Relevant Person other than to complete any remaining paperwork.



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NOTE: In order for the Drug Screen reading to be considered as Negative, the word "NEGATIVE" must appear next to ALL DRUG CLASSES on the reading.

5 IF THE DRUG SCREEN READING IS "POSITIVE"

NOTE: In the context of a Drug Screen ONLY, the reading of "POSITIVE" has the same meaning as Non-Negative in the Policy (i.e. "POSITIVE" means that a Banned Drug has been detected).

5.1 If the Drug Screen reading is equal to "POSITIVE" for any one of the drug classes, the Relevant Person shall provide, upon request, a second (or additional) Sample which will be sent to a laboratory to undergo a Laboratory Test.

5.2 Once notified of the Relevant Person's "POSITIVE" Drug Screen reading, the Policy Officer shall take the necessary action in accordance with the Policy (such as excluding the Relevant Person from the Meeting or allowing them to continue based on a Medical Exemption or claimed use of a legal medication).

NOTE: If the Relevant Person claims to have taken a legal medication, the Policy Officer may consider the following items in deciding the necessary action to be taken:

- a copy of the DLRA-approved Medical Exemption;
- a copy of a prescription received from a medical practitioner; or
- a copy of the receipt obtained following purchase of over-the-counter medication.

5.3 Where the Relevant Person is to be excluded for the day, the Policy Officer shall provide the Stewards of the Meeting and/or Clerk of the Course with an Exclusion Notice.

6 IMMEDIATELY FOLLOWING EXCLUSION NOTICE

6.1 Where a Drug Screen returns a "POSITIVE" reading, the Relevant Person shall undertake all reasonable steps to fulfil their legal and moral obligation to not drive. Reasonable steps may include, but are not limited to, organising alternative transport if intending to leave the venue.

6.2 The Stewards of the Meeting, the Clerk of the Course or Race Director and the Policy Officer shall keep all information pertaining to the Exclusion Notice confidential at all times except where another relevant official has a legitimate need to know in order to complete their duties at that Meeting, or as otherwise permitted to be disclosed.

NOTE: Step 6.2 described above is critical in protecting the privacy of the Relevant Person and preventing any unfair judgement in the event that the Laboratory Test does not report a Positive result.

7 POST-LABORATORY TEST

7.1 The Policy Officer shall inform all relevant parties of the result of the Laboratory Test conducted on the second (or additional) Sample that was collected as per step



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	<p>5.1 of this procedure.</p> <p>7.2The Policy Officer shall also advise the Relevant Person of the details of any penalties to be imposed upon them.</p>
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