

GENE AND CELL DOPING EXPERT ADVISORY GROUP

Terms of Reference

The WADA Gene and Cell Doping Expert Advisory Group [GCDEAG] is a designated Expert Advisory Group of the WADA Health, Medical and Research (HM&R) Committee¹.

These Terms of Reference (ToR) are approved by the WADA Director General, following consultation with the Science and Medicine Senior Director.

Purpose

To be responsible for providing expert advice, recommendations and guidance to WADA Management, in particular those from the Science and Medicine Department, and to report to the HM&R Committee with respect to strategies to prevent and detect non-therapeutic manipulation of genes and gene expression and the use of cell therapy approaches to enhance sport performance. It shall also assist the above individuals or bodies in establishing policies in the area of gene and cell doping in sport and provide advice on selection of research projects or programs that involve genomics, transcriptomics, or other analyses of nucleic acids.

Objectives/Key Activities

- 1) Provide voluntary expertise and advice to guide WADA in its strategy of “gene doping” and “cell doping” prevention and detection.
- 2) Provide accurate assessment of the latest development in gene and cell transfer/manipulation basic and medical research in order to anticipate future application to sport.
- 3) Work with WADA Management to maintain accurate and appropriate wording in the Gene and Cell Doping section of each annual List of Prohibited Substances and Methods.
- 4) Work with WADA Management and the Communications Department to articulate any changes and communicate, as needed, concepts related to gene doping.
- 5) Provide support as needed in the assessment of WADA funded research projects in the area of gene and cell doping.

¹ EAGs are bodies created to provide ongoing advice and assistance to WADA Standing Committees and/or WADA Management (who in turn report to the WADA Executive Committee), on issues requiring significant technical specialist expertise. EAGs may also assist with regular or ad hoc activities, as necessary.

- 6) Provide support in the organization of WADA-sponsored conferences on gene and cell doping or related issues.
- 7) Monitor existing and future trends in the GCDEAG's fields of expertise having the potential to impact the anti-doping system and propose new ideas for WADA's internal Innovation Board consideration.

Reporting Structure

Working in close co-operation with WADA Management, the GCDEAG reports to the WADA HM&R Committee.

Membership/Composition

The composition of the GCDEAG shall not exceed a maximum of 12 members.

The WADA Director General², in consultation with the WADA HM&R Committee Chair, will appoint members to the GCDEAG.

Members are selected on the basis of their relevant background and experience (e.g. expertise in the areas of genetic diseases, gene therapy, cell therapy, genomics and research methods).

The membership of the GCDEAG is published on the WADA website.

If required, additional experts may be called upon on an ad-hoc basis to contribute to specific topics or matters.

Each member (including the Chair) serves a two-year term, renewable but with a 12-year term limit, unless a business case is presented by the WADA Director in charge with the support of the EAG Chair (in the case of a member) or the WADA HM&R Committee Chair (in the case of the EAG Chair) justifying that a specific expertise is needed and that therefore the Chair or member is to be renewed otherwise the work of the group will be detrimentally affected. The WADA Director General must support the exception.

Chair/Rapporteur

The GCDEAG Chair is selected based on his/her proven record and expertise in gene therapy.

The Chair/Rapporteur of the GCDEAG will be an ex-officio member of the WADA HM&R Committee (if not otherwise a member). He/she shall act as the official reporter³ who is responsible for ensuring appropriate coordination with the HM&R Committee and its Chair and for providing accurate and timely information on all relevant issues.

² The WADA Director General will seek the expertise and guidance of the Senior Director of Science and Medicine (or Deputy).

³ The Chairperson/Rapporteur is responsible for producing a brief annual report (compiled with the support of the WADA liaison, and agreed to by the members of the GCDEAG) to the HM&R Committee, to enable it to remain aware of the tasks set for the GCDEAG for the coming year and to assess the extent to which the GCDEAG fulfilled its tasks over the preceding year.

WADA Liaison

The WADA Science and Medicine Department, and in particular the Senior Director of Science and Medicine (or designated Deputy), will serve as the primary liaison between WADA and the GCDEAG.

The Senior Director of Science and Medicine (or designated Deputy) will be an observer to the GCDEAG in the sense that he/she contributes to and brings expertise to support the work of the GCDEAG but does not have a voting position. Additional WADA Science and Medicine staff may also participate in GCDEAG meetings as WADA experts on particular subject matters and to provide general support to the group where required.

Meetings and Working Norms

The GCDEAG will meet in person, or virtually via video or teleconference (as determined by WADA), traditionally three times a year.

The GCDEAG normally operates on the basis of consensus and maintains as informal a manner as is possible or appropriate for the conduct of business.

Consensus will be sought whenever possible. In the event of divergence of opinion or disagreement concerning recommendations, the absolute majority (determined by vote by hand) will rule. In the event of a tie, the Chair has the casting vote. There is presently no formal practice concerning a quorum. The Chair has the responsibility to determine if a quorum is present. Meeting notes will record any dissenting opinion on request.

The Chair may limit discussion of resurfacing issues by referring to previous recommendations or conclusions of previous discussions.

Meeting notes of the GCDEAG meetings, reports and correspondence relative to the group's work shall be retained at the WADA Headquarters.

Code of Ethics, Conflict of Interest, Confidentiality and Media

Upon their appointment and again annually, all GCDEAG members are required to sign a document, pursuant to which they undertake (i) to comply with the Code of Ethics adopted by the WADA Foundation Board (as amended from time to time); (ii) to comply with the Conflict of Interest policy adopted by the WADA Foundation Board (as amended from time to time); (iii) to keep all matters related to WADA confidential; and (iv) to comply with the WADA Media Relations policy issued by the Agency (as amended from time to time).

A) Code of Ethics

The purpose of the WADA Code of Ethics is to establish clear ethical standards over the activities of WADA Officials (as defined in Section 2 of the Code of Ethics) 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.

B) Conflict of Interest

GCDEAG members will be bound by the WADA Conflict of Interest policy. They will be required to annually complete and sign a Statement of Absence of Conflict of Interest in accordance with the policy, and to update such statement if and as necessary during the year.

C) Confidentiality

All GCDEAG members are required to sign a Confidentiality Declaration upon appointment and again annually. This ensures all members reflect on the confidential nature of their WADA work and confirm their adherence to such confidentiality rules.

D) Communications and Media

All GCDEAG members must read and comply with WADA's Media Relations policy. If a member should receive a request for an interview in relation to their role in WADA or WADA's work in the fight against doping in sport, they should first consult with the WADA Head of Media Relations or (if absent), with the WADA Communications Director.

Financial Support

WADA shall provide the necessary administrative and operational resources for meetings. WADA will cover certain expenses and compensate members for meetings in accordance with its applicable indemnity policy.

It is acknowledged that some experts go above and beyond, including providing extensive advice throughout the year, outside of annual meetings. WADA offers a further indemnity to experts for such work carried out. The specific indemnity details are outlined in the "Overview of WADA Expert Advisory Groups" document provided to Members each year.

Effective Date and Future Review of ToR

These ToR came in effect on 1 January 2021. Administrative updates to the ToR were made in January 2023 and January 2024.

Whilst the ToR for all WADA EAGs are reviewed annually, the procedures for creating/supporting/managing the EAGs will be reviewed at least every three years to ensure they remain appropriate and applicable.

These ToR are published on the WADA website.