



WORLD KARATE FEDERATION

Member of:
Global Association of International Sport Federations (GAISF)
International World Games Association (IWGA)

POLICY FOR GATHERING ANTI-DOPING INTELLIGENCE

WORLD KARATE FEDERATION (WKF)

Introduction and Scope

This policy describes WKF's procedures for gathering and assessing information and intelligence in accordance with Article 11 of the International Standard for Testing and Investigations (ISTI).

Responsibilities

WKF's CEO & WKF Anti-doping Manager (AD Manager) are responsible for the implementation and follow-up of this policy and subsequent procedures.

WKF's policy for handling anti-doping intelligence

1. Security and Confidentiality

WKF's CEO & AD Manager are bound by a confidentiality agreement in relation to his/her responsibilities under this policy and ensures that all intelligence received is kept confidential. Any disclosure to other WKF's staff and officers shall be on a strict need-to-know basis only and any person who receives such information shall maintain its strict confidentiality.

2. Storage of information

WKF's CEO & AD Manager shall ensure that the collected information and WKF's operational data are handled securely and separately from any other WKF's department or databases, through the following appropriate means:

- ❖ Encrypted / password protected databases, spreadsheets, or forms,
- ❖ No physical evidence is kept, but in the case that it were, we have Lockable drawers and cabinets. For example,(e.g. documents, photos, products, discarded medical equipment, etc.) will be identified, assessed and recorded.

3. Protection of the sources of intelligence



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Within **WKF's** scope, CEO & AD Manager ensures the protection of the sources of intelligence as deemed appropriate. When proceeding with intelligence sharing or dissemination, no identity shall be disclosed without prior consent of the source.

4. Risk of leaks or inadvertent disclosure

In accordance with point 1. above, CEO & AD Manager ensures the minimization of the risk of leaks and inadvertent disclosure of intelligence captured. However, should this occur, CEO & AD Manager shall promptly evaluate the nature of the leak disclosure, the possible negative consequences, and take remediation measures as appropriate. WKF shall keep a record of the facts relating to the leak or disclosure, its effects and remedial actions taken.

5. Shared information

Where intelligence is shared with WKF by other parties such as health, law enforcement agencies, sports organization, other Anti-Doping Organizations, etc., CEO & AD Manager will confirm in writing to such other parties that all intelligence received is processed, used and disclosed according to the procedures set out in points 1, 2 and 3, and only for legitimate anti-doping purposes.

Where intelligence is shared by WKF with other parties, WKF will require the same written confirmation from such other parties.

The WKF will use secure communication tools when transferring any confidential information to external parties.

Gathering, assessment and use of anti-doping information (intelligence)

1. Information sources and whistleblowers reporting tools

Internal or "closed" sources (where access is restricted) include: ADAMS, Athlete Passport Management Unit (APMU), other ADOs, WADA, laboratories, law enforcement, health agencies, sample collections agencies' Doping Control Officers (DCO), chaperones, whistleblowers reports (e.g., confidential reporting by Athletes or Athlete Support Personnel), WKF's Medical/Anti-Doping officers, Code "Substantial Assistance" provision, etc.

External or "open" sources (publicly available information) include: Internet, traditional and social media, research and academic publications, sports news and forums, etc.



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A dedicated e-mail address, and WADA’s “Speak Up” platform which can be found on the WKF Anti-Doping Web page.

2. Collation and assessment

CEO & AD Manager first evaluates the reliability of the source, then assesses the accuracy of the information itself.

The Admiralty System or NATO System is a method for evaluating collected items of intelligence. It consists of a two-character notation, evaluating the reliability of the source and the assessed level of confidence on the information.

Reliability of Source

Rating	Summary	Description
A	<i>Completely Reliable</i>	<i>No doubt of authenticity, trustworthiness, or competency; has a history of complete reliability</i>
B	<i>Usually Reliable</i>	<i>Minor doubt about authenticity, trustworthiness, or competency; has a history of valid information most of the time</i>
C	<i>Fairly Reliable</i>	<i>Doubt of authenticity, trustworthiness, or competency but has provided valid information in the past</i>
D	<i>Usually Unreliable</i>	<i>Significant doubt about authenticity, trustworthiness, or competency but has provided valid information in the past</i>
E	<i>Unreliable</i>	<i>Lacking in authenticity, trustworthiness, and competency; history of invalid information</i>
F	<i>Reliability Unknown</i>	<i>No basis exists for evaluating the reliability of the source</i>

Assessing the Information

Rating	Summary	Description
1	<i>Confirmed</i>	<i>Confirmed by other independent sources; logical in itself; Consistent with other information on the subject</i>
2	<i>Probably Accurate</i>	<i>Not confirmed; logical in itself; consistent with other information on the subject</i>
3	<i>Possibly Accurate</i>	<i>Not confirmed; reasonably logical in itself; agrees with some other information on the subject</i>
4	<i>Possible inaccurate</i>	<i>Not confirmed; possible but not logical; no other information on the subject</i>
5	<i>Probably Inaccurate</i>	<i>Not confirmed; not logical in itself; contradicted by other information on the subject</i>
6	<i>Accuracy Unknown</i>	<i>No basis exists for evaluating the validity of the information</i>



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3. Processing and outcomes

Taking into account the evaluation and assessment above, and other relevant factors indicating potential risks of doping, such as those identified in the WKF's risk assessment, CEO & AD Manager determines follow-up action(s) such as:

- i. conducting target testing,
- ii. conducting further investigation on a particular case,
- iii. establishing trends or patterns for reviewing the Test Distribution Plan, and/or,
- iv. creating files to be referred for future investigations.

Where appropriate, sharing information with other parties such as law enforcement or other ADOs with jurisdiction can be considered, with CEO & AD Manager ensuring that at least the similar requirements as per point 4 "Shared Information" above are fulfilled by the other party.