



ATHLETICS  
INTEGRITY  
UNIT

# CONFIDENTIAL REPORTING INFORMATION NOTICE

## Introduction

Two of the defined purposes of World Athletics under its Constitution are (i) to protect the integrity of Athletics by developing and enforcing standards of conduct and ethical behaviour and implementing good governance and (ii) to protect clean Athletes by applying the World Anti-Doping Code through implementing rules, programmes and systems, and enforcing disciplinary measures.

To fulfil these purposes, World Athletics has established the Athletics Integrity Unit ("the **AIU**") whose role under the Constitution is to protect the integrity of the sport of Athletics. The AIU is part of World Athletics but operates independently from the international governing body and reports to an independent AIU Board.

The AIU complies with its mandate to protect the integrity of Athletics, inter alia, by investigating and prosecuting anti-doping rule violations and other breaches of integrity in Athletics within the framework of the World Athletics Rules and Regulations, including the Integrity Code of Conduct and Anti-Doping Rules based on the World Anti-Doping Code.

This Notice provides information relating to the submission of confidential reports to the AIU ("**Confidential Reports**") as a means for **Applicable Persons** (as defined in the Integrity Code of Conduct) and others in the sport to be able to notify the AIU in a confidential manner of potential violations of the World Athletics Rules, including the Integrity Code of Conduct.

The purpose of this Information Notice is to:

- outline the legal basis on which the AIU processes Confidential Reports;
- outline how you can make a Confidential Report to the AIU;
- outline the protection that may be available if you make a Confidential Report to the AIU; and
- describe how the AIU handles Confidential Reports.

For the purposes of the General Data Protection Regulation (EU) 2016/679 (and all other laws relating to the use your personal data), the AIU is the "data controller", meaning that we are responsible for deciding how your personal data is used and more importantly, for keeping your data safe and only using it for legitimate reasons. We are committed to protecting your privacy and will take all steps necessary to comply with our legal obligations when collecting and using your personal data.

Personal information reported to the AIU in accordance with this Information Notice is also subject to the AIU's Privacy Policy. For more information, please view our Privacy Policy [here](#).



## **1. The legal basis for the AIU processing Confidential Reports**

The AIU receives and processes Confidential Reports on the legal basis of pursuing its legitimate interests as the body mandated by the world governing body of Athletics to protect the integrity of the sport by developing and enforcing standards of conduct and ethical behaviour and implementing good governance, and to protect clean Athletes by implementing the World Anti-Doping Code.

In identifying these legitimate interests, the AIU has taken into account the rights of individuals who may be identified in a Confidential Report and has determined that the manner in which Confidential Reports further its legitimate interests in safeguarding the integrity of the sport is proportionate to those rights.

Conduct which may constitute a violation of the Integrity Code of Conduct (including the Anti-Doping Rules) may also amount to a criminal offence and/or a breach of other applicable laws or regulations. Where the AIU collects and processes information, it may be shared with law enforcement authorities, regulatory or other appropriate bodies in connection with any investigation or which may relate to the commission of any criminal offence. The AIU's legal basis for doing so is that it may be necessary for complying with applicable law or with a request from a competent authority.

## **2. Reporting breaches helps to protect the integrity of the Sport**

Breaches of the Integrity Code of Conduct and the Anti-Doping Rules have the potential to damage the image and integrity of the sport of Athletics. Your report can help to identify and expose acts or activities which are in breach of the Integrity Code of Conduct and/or the Anti-Doping Rules and can thereby help to protect and enhance the image of the sport of Athletics.

Reporting potential breaches to the AIU as the central, global body with a mandate to protect the integrity of the sport is essential to ensure that all relevant information that may relate to corruption in the sport is filed in one place. This allows the AIU to monitor reports, behaviours and potential breaches centrally and ensure that the full, global picture is captured.

As an independent body, you can be assured that the AIU will pursue breaches of the Rules without fear or favour. But first we need your help.

## **3. Who is obliged to report potential breaches of the Integrity Code of Conduct and Anti-Doping Rules?**

Each of the Integrity Code of Conduct and the Anti-Doping Rules sets out a number of persons who are under an obligation to report breaches of the applicable rules and this is outlined below. However, please note, even



if you are not obliged to report breaches of the Rules, you are encouraged to do so in any event to help protect the integrity of the sport.

### **Integrity Code of Conduct**

Every **Applicable Person** has an obligation to report, as soon as practicable, any act, thing or information which they become aware of, which may constitute (on its own or with other information) a violation of the Code, including any approaches or requests to engage in conduct that may constitute a Non-Doping Violation of the Code by filing a report with the AIU. If an Applicable Person fails to report as required, they will be in breach of the Integrity Code of Conduct.

**"Applicable Persons"** are defined as persons who are or who are seeking to become IAAF Officials, Area Officials, Member Federation Officials, persons and entities bidding to host, or hosting, International Competitions, persons who are engaged by or acting on behalf of World Athletics including World Athletics staff, persons and entities who are participating in Athletics in International Competitions, including but not limited to Athletes and Athlete Support Personnel and such other persons who agree to be bound by the Integrity Code of Conduct.

(The capitalised terms are those defined in the World Athletics Constitution which can be found [here](#).)

### **Anti-Doping Rules**

Where an **"Athlete"** or other **"Person"** knows or suspects that any other Athlete or other Person has committed an Anti-Doping Rule Violation, it shall be the obligation of the first Athlete or other Person to report such knowledge or suspicion to the AIU as soon as possible. The first Athlete or other Person shall have a continuing obligation to report any new knowledge or suspicion regarding any Anti-Doping Rule Violation to the AIU even if their prior knowledge or suspicion has already been reported. In cases of refusal or failure to comply with these reporting obligations without acceptable justification, the Athlete or other Person will be in breach of the Anti-Doping Rules.

(The capitalised terms **"Athlete"** and **"Person"** are those defined in the Anti-Doping Rules which can be found [here](#).)

## **4. How to report matters to the AIU**

**Applicable Persons, Athletes, Persons**, and others may submit reports on a confidential basis ("**Confidential Reports**") to the AIU concerning potential violations of the Integrity Code of Conduct and the Anti-Doping Rules.

Confidential Reports may be submitted via the following means:

- In person to an AIU Investigator;



- By emailing our confidential mailbox: [ConfidentialReport@athleticsintegrity.org](mailto:ConfidentialReport@athleticsintegrity.org) (the “**Confidential Mailbox**”); or
- *Recommended* - by using the secure and encrypted "Stand Tall, Speak Up" online reporting form provided at <https://www.athleticsintegrity.org/make-a-report> (the “**Online Reporting Form**”).

## 5. Submitting a report anonymously

Persons submitting information have the right to do so anonymously should they so wish. If you wish to submit a report anonymously, you may do so by e-mailing our Confidential Mailbox or by using our Online Reporting Form as described above (note that the section of the Online Reporting Form "About you" is optional). If you do intend to submit an anonymous report via the Online Reporting Form, please ensure you do not include your name on the form. If you intend to submit an anonymous report by emailing our confidential mailbox, please ensure that your email is sent from an email account which is not capable of identifying you.

The security of the information you provide is very important to us and we take all appropriate precautions to provide secure transmission of your information. It is therefore recommended that you use the Online Reporting Form because it is secure and encrypted. Sending information by unencrypted email, for example, involves a greater risk of a breach of confidentiality.

To enhance further your security, please consider the following:

- Report using the Online Reporting Form if possible.
- Keep any passwords safe and make sure that the internet connection you use is secure (displayed by the lock symbol in your browser).
- Take reasonable precautions when using a computer that is not your own or is in a public setting.

Note that using an intranet connection may jeopardize your anonymity.

## 6. Protecting the confidentiality and security of Confidential Reports

All Confidential Reports will be dealt with on a strictly confidential basis (irrespective of whether you submit your report anonymously or include your name and other information as part of it) and your identity will not be disclosed without your agreement. The AIU treats Confidential Reports with the greatest of care and confidence and respects the CARE principles in all cases (Confidential, Anonymous, Responsibly handled, Encrypted and Secure).

The AIU's Confidential Mailbox and Online Reporting Tools are administered and maintained by the AIU and access to reports submitted via these mechanisms is limited to a few designated representatives of the AIU. All information is transmitted via secure networks and accessed by authorised AIU representatives only.



Once the AIU receives your information, we will take technical and organisational security measures that we believe are reasonably appropriate to ensure the data's integrity and protect it from loss, misuse, unauthorised access, disclosure, alteration and destruction. We use a combination of technological, physical, administrative and organisational controls as well as non-disclosure or confidentiality agreements as we deem appropriate to protect your information.

## **7. The process for reviewing a Confidential Report**

Receipt of your Confidential Report will be acknowledged in writing by the AIU and a time period specified or estimated for a response. Normally, this will be within 30 days although certain enquiries may take longer to process subject to the circumstances involved.

We will review the content of your Report in detail, taking care to ensure the confidentiality and security of the Report. In this initial review, we will assess whether the Report relates to a violation of the Integrity Code of Conduct or violation of the Anti-Doping Rules and also undertake initial research. This generally leads to one of the following steps:

1. We may determine in conjunction with the Head of the AIU that no further action is to be taken on the basis of your Confidential Report. In this case, we will not action your Report any further. Depending on the circumstances, the Report will either then be removed from the system or retained for intelligence purposes and possible future reference. If the Report is retained on the system, you will be informed. You will also be informed if the AIU ever uses your Report to initiate a process in the future.
2. We may determine in conjunction with the Head of the AIU that the content of your Confidential Report is such as to establish a prima facie case of a breach of the Integrity Code of Conduct (whether on its own or when read in conjunction with other information or evidence available to us) justifying opening an investigation into any matters identified in the Report, or to be used in connection with an investigation which has already been opened. The investigation will be conducted (as appropriate) in accordance with the [AIU Reporting, Investigation and Prosecution Rules – Non-Doping](#): or the [World Athletics Anti-Doping Rules](#).
3. We may determine that further information or clarification is required before we can identify appropriate next steps. In this case, we may need to contact you to clarify or expand on the information that you have provided. We would request your continued assistance if this is necessary.

## **8. The use of personal information contained in Confidential Reports**

The personal information we collect includes any information you provide about yourself (where you choose to identify yourself in your Confidential Report) and any information you provide about any other individuals identified in the content of your Confidential Report.



In order to maintain the confidentiality of your Confidential Report and to avoid any prejudice to any investigation into breaches of the Integrity Code of Conduct (including the Anti-Doping Rules) or into breaches of applicable law or regulation, we do not inform other individuals you may identify that we have obtained their personal information in a Confidential Report.

Your identity will not be disclosed to any third party if you have made a Confidential Report and choose not to identify yourself. If you have chosen to identify yourself, your identity will only be disclosed with your consent or in circumstances where it is required by law.

Personal information of individuals identified in a Confidential Report may be used in the investigation of breaches of the Integrity Code of Conduct and/or the Anti-Doping Rules and/or into breaches of applicable law or regulation. In the event that disciplinary procedures are initiated in respect of an alleged breach of the Integrity Code of Conduct and/or the Anti-Doping Rules, individuals who are the subject of such procedures will be informed of the evidence that has been collected about them.

Where your Confidential Report is used in any investigation, personal information contained in such Report may be combined with other personal information collected from other sources in respect of the same individual. Personal information may also be shared with law enforcement authorities, regulatory or other appropriate bodies in connection with any investigation. In certain circumstances, we may be under a legal requirement to disclose information contained in a Confidential Report to competent law enforcement authorities.

In addition to this Information Notice, the personal information you provide to us in a Confidential Report is subject to the AIU's Privacy Policy. For more information, please view our Privacy Policy [here](#).

## **9. Abuse of the Confidential Reporting system**

You agree in making a Confidential Report to the AIU that you shall not impersonate any person or entity and/or adopt names and/or addresses (including without limitation e-mail addresses) and/or you will not falsely state or otherwise misrepresent any purported fact, thing, matter or information including without limitation your affiliation and/or connection with a person or entity, or otherwise make any statement which you know or reasonably believe not to be true and correct in any Confidential Report.

You verify that information contained in a Confidential Report is true and correct to the best of your knowledge and reasonable belief. In addition to being potentially a breach of applicable law and/or regulation in certain jurisdictions, a breach of the above may amount to a breach of the Integrity Code of Conduct and/or the Anti-Doping Rules and the AIU may take such action as it considers appropriate in the circumstances.