



HARNESS RACING VICTORIA

HUMAN SAMPLING POLICY (LICENSED PERSONS)

1. INTRODUCTION

1.1 BACKGROUND

Harness Racing Victoria (HRV) is authorised by the Racing Act (1958) to make policy for the proper administration of the Harness Racing Industry.

Given the nature of duties performed by licensed persons there lies an inherent risk of injury or incident to both themselves and other persons if their duties are not performed safely and efficiently. Use of banned substances not only increases the risk of injury to the individual licensed person and other persons but also has the potential to result in one's duties not being performed to the required standards, thereby eroding the public's confidence, which the industry is largely reliant on for funding.

1.2 OBJECTIVES

The objectives of this policy are to:

- Protect the safety of the industry through education of those within the industry as to the detection processes surrounding the presence of banned substances in participants when discharging duties in connection with the harness racing industry.
- Explicitly state the guidelines to be followed when sampling persons covered by this policy for alcohol concentration testing with an approved breath analysing instrument.
- Clearly advise all persons covered by this policy of their requirements when directed to provide a breath sample for alcohol concentration testing.

- Explicitly state the guidelines to be followed by sampling officials for urine collection for analysis by Racing Analytical Services Limited (RASL) or other laboratories for banned substances.
- Clearly advise all persons covered by this policy of their requirements when directed to provide a urine sample for analysis of banned substances.

1.3 SCOPE

This policy applies to, but is not limited to the following persons:

- Drivers
- Trainers
- Stablehands
- Persons carrying on, or purporting to carry on, licensed activities

2. RELEVANT AUSTRALIAN HARNESS RACING RULES (AHRR)

15. (1) Stewards are empowered -

(k) to inspect, examine or test in such manner as they consider appropriate any person, horse, racetrack, stable, stud, artificial breeding station or other place, item, document, equipment, vehicle or substance;

250. (1) A **driver** commits an offence if:-

(a) A sample taken from him is found upon analysis to contain a substance banned by Rule 251, or

(b) He refuses or fails to deliver a sample as directed by the Stewards, or tampers with, adulterates, alters, substitutes or in any way hinders the collection of such sample or attempts to do any of those things.

(2) A driver may be prevented by the Stewards from driving if in their opinion, based on any information, their own observations or on medical or other competent advice, his faculties may be impaired by any substance banned by Rule 251 or by any other cause.

(3) In the event of an analysis of a sample taken from a driver indicating the presence of a substance banned by Rule 251, or if a driver refuses or fails to deliver a sample when directed to do so, or tampers with, adulterates, alters, substitutes or

in any way hinders the collection of such sample, or attempts to do any of those things, the Stewards may forthwith, pending the determination of any inquiry or other proceeding or the result of any other analysis, stand down such person from driving.

(4) In the event of a driver incurring a penalty or being prevented from driving under this rule he shall not resume driving until he delivers a sample, as directed by the Stewards, that is free of any substance banned by Rule 251.

250A. (1) A **person carrying on or purporting to carry on an activity regulated by licence at any time** or carrying on official duties at a meeting commits an offence if:

(a) a sample taken from him or her is found upon analysis to contain a substance banned by Rule 251A, or

(b) he or she refuses or fails to deliver a sample as directed by the Stewards, or tampers with, adulterates, alters, substitutes or in any way hinders the collection of such sample or attempts to do any of those things.

(2) A person carrying on or purporting to carry on a licensed activity at any time or carrying on official duties at a meeting may be prevented by the Stewards from conducting such activity or duties if in their opinion, based on any information, their own observations or on medical or other competent advice, his or her faculties may be impaired by any substance banned by Rule 251A or by any other cause.

(3) In the event of an analysis of a sample taken from a person carrying on or purporting to carry on a licensed activity at any time or carrying on official duties at a meeting indicating the presence of a substance banned by Rule 251A, or if such person refuses or fails to deliver a sample when directed to do so, or tampers with, adulterates, alters, substitutes or in any way hinders the collection of such sample or attempts to do any of those things, the Stewards may forthwith, pending the determination of any inquiry or other proceeding or the result of any other analysis, stand down such person from conducting licensed activities or official duties.

(4) In the event of a person under this rule incurring a penalty or being prevented from conducting licensed activities or official duties, the person shall not resume such activities or duties until they deliver a sample, as directed by the Stewards, that is free of any substance banned by Rule 251A.

(5) For the purpose of this rule and Rule 251A, a person carrying on official duties includes veterinarians, farriers, track attendants, swabbing assistants, clerks of course, judges, starters and stewards.

251. The following substances and/or their metabolites, artifacts, and isomers are declared as banned substances in **drivers** when present in a urine sample (unless otherwise stated) at a concentration above the applicable cut-off level:-

(a) Lysergic acid diethylamide (LSD) (0µg/L).

(b) All barbiturates (0µg/L); All Cannabinoids - substances in this group include, but are not restricted to, 11-Nor-delta-9-tetrahydrocannabinol-9-carboxylic acid (15µg/L): Synthetic cannabinoid analogues and/or their metabolites, such as JWH-018, JWH-073 and HU-210.

(c) All diuretics (0µg/L): Probenecid: (0µg/L): Alcohol (at a concentration in excess of 0.02% on a breath analyser).

(d) All stimulants – substances in this group include, but are not restricted to, Amphetamine (150µg/L): Methylamphetamine (150µg/L): Methylenedioxyamphetamine (MDA) (150µg/L): Methylenedioxyethylamphetamine (MDEA) (150µg/L): Methylenedioxymethylamphetamine (MDMA) (150µg/L): Methylphenidate (0µg/L): Modafinil (0µg/L): Cocaine (100µg/L): Ephedrine (10,000µg/L).

Substances in this group excluded are: Levo-amphetamine: Levo-methylamphetamine: Phenylpropanolamine: Pseudoephedrine.

(e) All anorectics – substances in this group include, but are not restricted to, Phentermine (500µg/L): Diethylpropion (0µg/L): Sibutramine (0µg/L).

(f) All opiates and opioids – substances in this group include, but are not restricted to, Morphine (0µg/L, save as specified by Rule 252: Codeine (0µg/L, save as specified in Rule 252): Oxycodone (0µg/L): Fentanyl (0µg/L): Alfentanil (0µg/L): Pethidine (0µg/L): Methadone (0µg/L): Heroin (0µg/L): Monoacetylmorphine (0µg/L): Hydromorphone (0µg/L): Buprenorphine (0µg/L).

Substances in this group excluded are: Dihydrocodeine: Dextromethorphan: Pholcodine: Propoxyphene: Tramadol.

(g) All dissociative anaesthetics and related substances – substances in this group include, but are not restricted to: Ketamine (0µg/L): Phencyclidine (0µg/L): Tiletamine (0µg/L).

(h) Gamma-hydroxybutyrate (GHB) and pro-drugs of GHB (1,4-butanediol: gammabutyrolactone) (10,000µg/L).

(i) Benzylpiperazine (500µg/L) and phenylpiperazine (0µg/L) and their derivatives (0µg/L).

(j) Tryptamine derivatives (0µg/L) (e.g. dimethyltryptamine: alphamethyltryptamine: hydroxydimethyltryptamine and related substances).

(k) All benzodiazepines – substances in this group include: but are not restricted to: Diazepam (200µg/L): Nordiazepam (200µg/L): Oxazepam (200µg/L): Temazepam (200µg/L): Alprazolam (100µg/L, as alpha-hydroxyalprazolam): Clonazepam (100µg/L, as 7-aminoclonazepam): Flunitrazepam (100µg/L, as 7-aminoflunitrazepam): Nitrazepam (100µg/L, as 7-aminonitrazepam): Bromazepam (0µg/L): Clobazam (0µg/L): Flumazenil (0µg/L): Lorazepam (0µg/L): Midazolam

(0µg/L): Triazolam (0µg/L): and substances with similar structure or pharmacological activity – benzodiazepine receptor agonists (zalplon: zolpidem: zopiclone).

251A. The following substances and/or their metabolites, artifacts, and isomers are declared as banned substances when present in a urine sample (unless otherwise stated) at a concentration above the applicable cut-off level in **persons carrying on or purporting to carry on an activity regulated by licence at anytime or carrying on official duties at a race meeting:-**

(a) Lysergic acid diethylamide (LSD) (0µg/L).

(b) All barbiturates (0µg/L); All Cannabinoids - substances in this group include, but are not restricted to, 11-Nor-delta-9-tetrahydrocannabinol-9-carboxylic acid (15µg/L): Synthetic cannabinoid analogues and/or their metabolites, such as JWH-018, JWH-073 and HU-210.

(c) Alcohol (at a concentration in excess of 0.02% on a breath analyser).

(d) All stimulants – substances in this group include, but are not restricted to, Amphetamine (150µg/L): Methylamphetamine (150µg/L): Methylenedioxyamphetamine (MDA) (150µg/L): Methylenedioxyethylamphetamine (MDEA) (150µg/L): Methylenedioxymethylamphetamine (MDMA) (150µg/L): Methylphenidate (0µg/L): Modafinil (0µg/L): Cocaine (100µg/L): Ephedrine (10,000µg/L).

Substances in this group excluded are: Levo-amphetamine: Levo-methylamphetamine: Phenylpropanolamine: Pseudoephedrine.

(e) All opiates and opioids – substances in this group include, but are not restricted to, Morphine (0µg/L, save as specified by Rule 252: Codeine (0µg/L, save as specified in Rule 252): Oxycodone (0µg/L): Fentanyl (0µg/L): Alfentanil (0µg/L): Pethidine (0µg/L): Methadone (0µg/L): Heroin (0µg/L): Monoacetylmorphine (0µg/L): Hydromorphone (0µg/L): Buprenorphine (0µg/L).

Substances in this group excluded are: Dihydrocodeine: Dextromethorphan: Pholcodine: Propoxyphene: Tramadol.

(f) All dissociative anaesthetics and related substances – substances in this group include, but are not restricted to: Ketamine (0µg/L): Phencyclidine (0µg/L): Tiletamine (0µg/L).

(g) All benzodiazepines – substances in this group include: but are not restricted to: Diazepam (200µg/L): Nordiazepam (200µg/L): Oxazepam (200µg/L): Temazepam (200µg/L): Alprazolam (100µg/L, as alpha-hydroxyalprazolam): Clonazepam (100µg/L, as 7-aminoclonazepam): Flunitrazepam (100µg/L, as 7-aminoflunitrazepam): Nitrazepam (100µg/L, as 7-aminonitrazepam): Bromazepam (0µg/L): Clobazam (0µg/L): Flumazenil (0µg/L): Lorazepam (0µg/L): Midazolam (0µg/L): Triazolam (0µg/L): and substances with similar structure or pharmacological activity – benzodiazepine receptor agonists (zalplon: zolpidem: zopiclone).

252. Notwithstanding the provisions of Rule 251, when Codeine and/or Morphine are detected in a sample taken from a **driver** then the sample shall be deemed not to contain Codeine and Morphine if:-

- (a) The total Codeine and Morphine concentration is less than 2,000µg/L; or
- (b) The total Codeine and Morphine concentration achieved in confirmatory testing is in the range 2,000 – 15,000µg/L inclusive and at least one of the following applies:-
 - (i) The Codeine to Morphine ratio contained in the sample is greater than 1.0; or
 - (ii) The driver satisfies the Stewards that there is no illegal use of opiates or opioids by the driver.

252B. Notwithstanding the provisions of Rule 250, the Stewards may permit a **driver** to receive a specified banned substance, subject to the following conditions:-

- (a) The medication must be essential treatment for a substantial illness, condition or ailment suffered by the driver.
- (b) The medication must be prescribed by a medical practitioner.
- (c) The medical practitioner must certify:-
 - (i) The nature of the illness, condition or ailment being suffered by the driver.
 - (ii) That no alternative, non-banned substance would serve the same purpose for the illness, condition or ailment concerned.
 - (iii) That the medication would not affect the driver in a race or track-work to the extent that it could in any way constitute a danger to the driver or other drivers.
- (d) The driver must if requested submit to medical examination by a medical practitioner appointed by a Controlling Body to advise it on the matters raised in subparagraphs (i), (ii) and (iii) of paragraph (c) of this rule.
- (e) The driver must:-
 - (i) Before driving make application to the Controlling Body for permission to drive with a specifically prescribed banned substance in his system.
 - (ii) Adhere strictly to his prescribed medication and must report to the Stewards immediately he forms the intention to discontinue or in any way vary his prescribed medication.
 - (iii) Report to the Stewards immediately he believes that either his illness, condition or ailment or his medication may have some influence on his ability to drive effectively and/or safely.

(iv) Renew his application for exemption on each occasion on which he applies for the renewal of his licence.

(f) Under no circumstances shall a person be granted retrospective exemption under this rule.

252BB. Notwithstanding the provisions of Rule 250A, the Stewards may permit **a person referred to in Rule 250A** to receive a specified banned substance, subject to the following conditions:-

(a) The medication must be essential treatment for a substantial illness, condition or ailment suffered by that person.

(b) The medication must be prescribed by a medical practitioner.

(c) The medical practitioner must certify:-

(i) The nature of the illness, condition or ailment being suffered by such person.

(ii) That no alternative, non-banned substance would serve the same purpose for the illness, condition or ailment concerned.

(iii) That the medication would not affect the person carrying on or purporting to carry on licensed activities or official duties to the extent that it could in any way constitute a danger to that person or others.

(d) The person carrying on or purporting to carry on licensed activities or official duties must if requested submit to medical examination by a medical practitioner appointed by a Controlling Body to advise it on the matters raised in sub-paragraphs (i), (ii), and (iii) of paragraph (c) of this Rule.

(e) The person carrying on or purporting to carry on licensed activities or official duties must:-

(i) Before engaging in the relevant activity make application to the Controlling Body for permission to conduct the activity with a specifically prescribed banned substance in his system.

(ii) Adhere strictly to his prescribed medication and must report to the Stewards immediately he forms the intention to discontinue or in any way vary his prescribed medication.

(iii) Report to the Stewards immediately he believes that either his illness, condition or ailment or his medication may have some influence on his ability to conduct the activity effectively and/or safely.

(iv) Renew his application for exemption on each occasion on which he applies for the renewal of his license.

(f) Under no circumstances shall a person be granted retrospective exemption under this rule.

252C. A licensed person or official, when carrying on or purporting to carry on a licensed activity or duties related to the care and control of horses or the conduct of a race shall not be, in the opinion of the Stewards, under the influence of alcohol or other drugs.

252D. For the purposes of Rules 250, 250A and 252C:

(a) The Stewards may administer any test or use any equipment as they consider appropriate;

(b) A urine sample provided by a person to whom those rules apply shall only be declared free of any banned substance if the sample contains a creatinine concentration of 200mg/L or greater. In the event that the urine sample does not contain this concentration, the person shall be required to deliver a further urine sample or samples as directed by the Stewards.

3. BREATH ALCOHOL SAMPLING PROCESS

3.1 The HRV Stewards may select a person for breath alcohol testing in accordance with this policy and the AHRR at any time prior to that person completing their duties in connection with the harness racing industry.

3.2 A person selected for an alcohol breath test in accordance with this policy shall supply a sufficient sample or samples of his or her breath when directed by the HRV Stewards. The HRV Stewards may appoint another person to act as a witness to this testing procedure.

3.3 The sample shall be provided by the person by claspings their lips around the mouth piece of the approved breath analysing instrument thereby creating a seal and providing one (1) constant breath until directed to cease.

3.4 The HRV Stewards shall record on the 'HRV Breath Alcohol Sampling Form' (Appendix 1) the following information:

- The name of the person tested;
- The date, time and location of the alcohol breath test;
- The level recorded by the approved breath analysing instrument.

A separate entry will be made each time a sample is provided including if the same person provides multiple samples.

3.5 The person submitting the sample, the witness (if utilised) and the HRV Steward conducting the test, shall sign the 'HRV Breath Alcohol Sampling Form' once the required details are recorded.

3.6 For the purposes of this policy and determining a breach of AHRR 250(1)(a) and 250A(1)(a) a person will only be deemed to have provided a sample in excess of the applicable AHRR when a reading of 0.024% or higher is returned. This is to allow for a measurement of uncertainty.

3.7 In the instance a person returns a reading of 0.024% or higher that result shall be recorded, along with all relevant details, on the 'HRV Breath Alcohol Sampling Form' and signed by the persons concerned. The person shall be re-tested after a period of no less than fifteen (15) minutes expiring. Should the second test result in the person returning a reading of 0.024% or higher two copies confirming this reading will be printed from the approved breath analysing instrument and signed by the person, the witness (if utilised) and the HRV Steward conducting the test. One copy shall be provided to the person who submitted the sample and the other retained by the HRV Steward. A separate 'HRV Breath Alcohol Sampling Form' shall be completed with all relevant details for this second test and signed by all persons concerned. The reading recorded at the second test shall be used by the HRV Stewards in determining whether the AHRR have been breached. For the avoidance of doubt should a person return a reading of 0.024% or higher on the first test, however less than 0.024% on the second test that person cannot be deemed to have breached the AHRR.

3.8 A person who returns a breath alcohol reading of 0.024% or higher upon the second test shall not be permitted to perform duties requiring a license, as defined by the AHRR, until a period of 12 hours expires or other direction as issued. Should the person fail to adhere to this requirement they may be in breach of the AHRR and liable to penalties as defined by the AHRR.

3.9 A person who provides a breath alcohol reading of 0.024% or higher as displayed on the approved breath analysing instrument upon the second test may be in breach of the AHRR and liable to penalties as defined by the AHRR.

3.10 Should a person refuse to submit a test, attempt to tamper with, or hinder the

testing process in any way that person may be in breach of the AHRR and liable to penalties as defined by the AHRR.

4. URINE SAMPLING PROCESS

Pre-Collection

4.1 Identify suitable collection area, ideally an open bathroom area in a restricted area such as the 'drivers room' at a racecourse.

4.2 Inspect area to be used for any possible concealed areas or aids that may be used to alter or tamper with the sampling process.

4.3 Where possible two (2) HRV Stewards will be present for the collection process. One HRV Steward will perform the collection process and the other acting as a witness to this process.

4.4 A male HRV Steward should perform the sampling process when a male person is sampled.

4.5 A female HRV Steward should perform the sampling process when a female person is sampled.

Collection

4.6 The HRV Stewards shall direct the person that a urine sample must be provided and give details as to the appointed time for collection and the location of the collection area. Should the HRV Stewards form an opinion that a person is, or may be, under the influence of a banned substance they may direct this person to immediately provide a urine sample and the HRV Stewards may make such orders as they see fit in regards to that person fulfilling further driving engagements or harness racing industry commitments.

4.7 When the person advises they are ready to provide a sample, that person and the HRV Steward conducting the test and the HRV Steward acting as a witness should proceed to the designated collection area.

4.8 The HRV Steward, performing the collection process, should reaffirm to the person they have been selected to provide a urine sample which will be analysed for substances banned by the Australian Harness Racing Rules and inform them of the collection process.

4.9 The HRV Steward may ask the person to surrender any bags or containers and to remove any bulky clothing, which may reasonably conceal an adulterant. The HRV Steward will place these items in a secure place.

4.10 The HRV Steward, collecting the sample, should wash and dry their hands and direct the person to do the same. The HRV Steward, collecting the sample, should

now fit disposable gloves to both hands.

4.11 The HRV Steward may allow the person selected to provide the sample to choose their own sampling kit, if kits are available. See below image of unopened sampling kit:

RACING ANALYTICAL SERVICES LTD
Racing Analytical Services Ltd Abn 75 066 987 624
400 Epsom Road, Flemington Vic 3031 Australia
Email: raa@raa.com.au
Telephone: 03 9376 6760
Facsimile: 03 9376 6875

NATA
WORLD RECOGNISED
ACCREDITATION
NATA ACCREDITED LABORATORY
NUMBER: 4105

SPECIMEN NUMBER 47592

CLIENT REQUESTING TEST

DRUG TESTING CUSTODY AND CONTROL FORM

SECTION 1: TO BE COMPLETED BY COLLECTOR AT COLLECTION SITE

REASON FOR TEST ☐ Rider/Driver ☐ Random ☐ Clearance ☐ For Cause ☐ Other (specify) _____

Temperature of Urine _____ °C (Must be read within 4 minutes of collection, acceptable range 32-38°C)

Specimen Security Seal 47592

Specimen Security Seal 47592

RACING ANALYTICAL

RACING ANALYTICAL

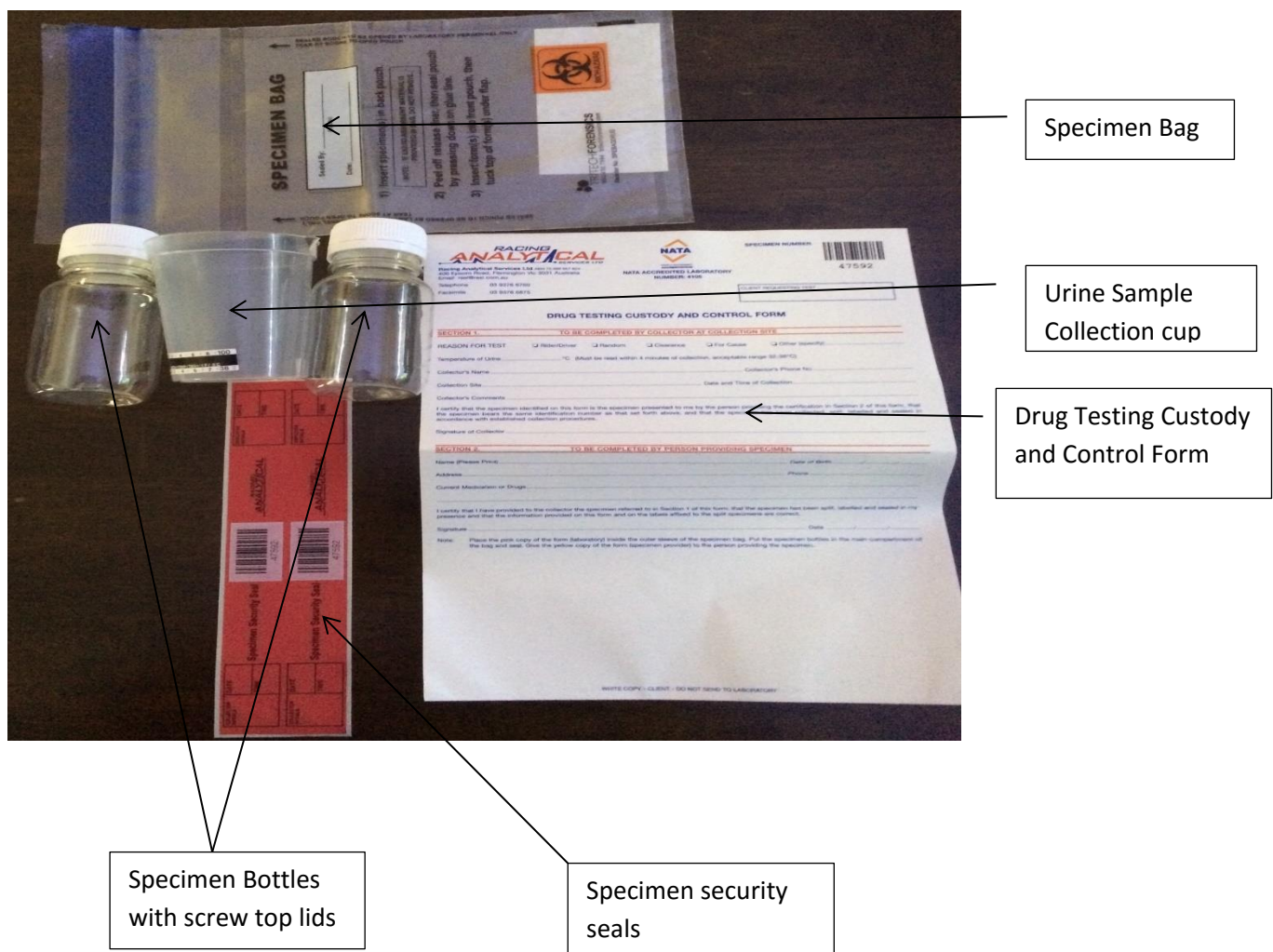
EMPLOYEE INITIALS DATE TIME

EMPLOYEE INITIALS DATE TIME

4.12 The HRV Steward, collecting the sample, should open the sampling kit in front of the person to be sampled and ensure all required items are contained within the sampling kit. The kit should include:

- 1 X 'Drug Testing Custody and Control Form'
- 2 X Specimen Bottles with screw top lids
- 1 X Urine Sample Collection Cup with temperature indicator strip
- 2 X 'Specimen Security Seals'
- 1 X sealable 'Specimen Bag'

See below image:



4.13. The HRV Steward, collecting the sample, should now record 'HRV' in the box entitled 'Client Requesting Test' and in Section 1 of the form, tick the "Reason for Test" (see below image). **Note: A ballpoint pen is preferred to ensure all copies are legible.**

RACING ANALYTICAL SERVICES LTD
Racing Analytical Services Ltd ABN 75 006 957 624
400 Epsom Road, Flemington Vic 3031 Australia
Email: rasl@rasl.com.au
Telephone: 03 9376 6760
Facsimile: 03 9376 6875

NATA
WORLD RECOGNISED
ACCREDITATION
NATA ACCREDITED LABORATORY
NUMBER: 4105

SPECIMEN NUMBER
47592

CLIENT REQUESTING TEST

DRUG TESTING CUSTODY AND CONTROL FORM

SECTION 1. TO BE COMPLETED BY COLLECTOR AT COLLECTION SITE

REASON FOR TEST ☐ Rider/Driver ☐ Random ☐ Clearance ☐ For Cause ☐ Other (specify) _____

Temperature of Urine _____ °C (Must be read within 4 minutes of collection, acceptable range 32-38°C)

Collector's Name _____ Collector's Phone No _____

Collection Site _____ Date and Time of Collection _____

Collector's Comments _____

I certify that the specimen identified on this form is the specimen presented to me by the person providing the certification in Section 2 of this form, that the specimen bears the same identification number as that set forth above, and that the specimen has been collected, split, labelled and sealed in accordance with established collection procedures.

Signature of Collector _____

SECTION 2. TO BE COMPLETED BY PERSON PROVIDING SPECIMEN

Name (Please Print) _____ Date of Birth _____ / _____ / _____

Address _____ Phone _____

Current Medication or Drugs _____

I certify that I have provided to the collector the specimen referred to in Section 1 of this form; that the specimen has been split, labelled and sealed in my presence and that the information provided on this form and on the labels affixed to the split specimens are correct.

Signature _____ Date _____ / _____ / _____

Note: Place the pink copy of the form (laboratory) inside the outer sleeve of the specimen bag. Put the specimen bottles in the main compartment of the bag and seal. Give the yellow copy of the form (specimen provider) to the person providing the specimen.

Client Requesting Test. Record 'HRV'

Tick reason for test.

4.14 The HRV Steward, collecting the sample, should direct the person providing the sample to fill the urine sample collection cup. This is the container with the temperature indicator strip located on the outside and the measurement indicators on the opposite side. There should be at least 40 ml of urine provided by the person.

4.15 If the person being sampled is unable to provide a specimen, allow them water until the urine sample can be collected.

4.16 Immediately and in the presence of the person being sampled, the HRV

Steward who collected the sample should check the temperature strip on the urine collection cup and record the temperature in Section 1 of the Custody and Control Form. The temperature is indicated by a “rainbow colored line” (see below images). If the line does not appear after a minute or so indicating a temperature between 32 and 38 degrees Celsius, another sample may be collected using a new collection kit, if the validity of the first sample is in doubt.



Temperature Strip

RACING ANALYTICAL SERVICES LTD
 403 Epsom Road, Flemington Vic 3031 Australia
 Email: ras@rasi.com.au
 Telephone: 03 9376 6760
 Facsimile: 03 9376 6875

NATA
 NATA ACCREDITED LABORATORY
 NUMBER: 4105

SPECIMEN NUMBER: 47592

CLIENT REQUESTING TEST

DRUG TESTING CUSTODY AND CONTROL FORM

SECTION 1. TO BE COMPLETED BY COLLECTOR AT COLLECTION SITE

REASON FOR TEST ☐ Rider/Driver ☐ Random ☐ Clearance ☐ For Cause ☐ Other (specify) _____

Temperature of Urine _____ °C (Must be read within 4 minutes of collection, acceptable range 32-38°C)

Collector's Name _____ Collector's Phone No. _____

Collection Site _____ Date and Time of Collection _____

Collector's Comments _____

I certify that the specimen identified on this form is the specimen presented to me by the person providing the certification in Section 2 of this form, that the specimen bears the same identification number as that set forth above, and that the specimen has been collected, split, labelled and sealed in accordance with established collection procedures.

Signature of Collector _____

SECTION 2. TO BE COMPLETED BY PERSON PROVIDING SPECIMEN

Name (Please Print) _____ Date of Birth _____

Address _____ Phone _____

Current Medication or Drugs _____

I certify that I have provided to the collector the specimen referred to in Section 1 of this form; that the specimen has been split, labelled and sealed in my presence and that the information provided on this form and on the labels affixed to the split specimens are correct.

Signature _____ Date _____

Note: Place the pink copy of the form (laboratory) inside the outer sleeve of the specimen bag. Put the specimen bottles in the main compartment of the bag and seal. Give the yellow copy of the form (specimen provider) to the person providing the specimen.

Temperature of urine to be recorded

4.17 In the presence of the person providing the specimen the HRV Steward, who collected the sample, should pour half of the urine sample from the urine collection cup into each of the specimen bottles provided. Screw the caps on the specimen bottles tightly, ensuring they are on securely to prevent leakage.

4.18 The HRV Steward, who collected the sample, should ensure the bar-coded number on the seals matches the bar-coded number on the Drug Testing Custody and Control Form. The HRV Steward, who collected the sample, should then ask the person sampled to also verify the bar-coded numbers match and then record their initials, the date and time on the specimen security seals. The HRV Steward, who collected the sample, will then record their initials, the date and time on the seals. (See below image). **Note: A ballpoint pen is preferred to ensure signatures on security seals do not smudge.**

COLLECTOR INITIALS DATE
TIME
Specimen Security Seal
47592
RACING ANALYTICAL

COLLECTOR INITIALS DATE
TIME
Specimen Security Seal
47592
RACING ANALYTICAL

EMPLOYEE INITIALS DATE
TIME
Specimen Security Seal
47592
RACING ANALYTICAL

EMPLOYEE INITIALS DATE
TIME
Specimen Security Seal
47592
RACING ANALYTICAL

HRV Steward to complete

Person sampled to complete

4.19 The HRV Steward, who collected the sample, should seal both specimens immediately by placing a specimen security seal over the lid of each bottle (bar-coded number over cap), with the ends pressed firmly down on either side of the bottle. (See below image)



4.20 The HRV Steward, who collected the sample, should complete and sign the

remainder of Section 1. If the urine specimen appears unusual in any way (for example smell, colour or suspended material) this observation should be recorded in Collector's comments. (See below image)

RACING ANALYTICAL SERVICES LTD
 Racing Analytical Services Ltd ABN 75 006 957 604
 400 Epsom Road, Flemington Vic 3031 Australia
 Email: rasi@rasi.com.au
 Telephone: 03 9376 6760
 Facsimile: 03 9376 6875

NATA
 NATA ACCREDITED LABORATORY
 NUMBER: 4105

SPECIMEN NUMBER: 47592

CLIENT REQUESTING TEST

DRUG TESTING CUSTODY AND CONTROL FORM

SECTION 1. TO BE COMPLETED BY COLLECTOR AT COLLECTION SITE

REASON FOR TEST ☐ Rider/Driver ☐ Random ☐ Clearance ☐ For Cause ☐ Other (specify) _____

Temperature of Urine _____ °C (Must be read within 4 minutes of collection, acceptable range 32-38°C)

Collector's Name _____ Collector's Phone No _____

Collection Site _____ Date and Time of Collection _____

Collector's Comments _____

I certify that the specimen identified on this form is the specimen presented to me by the person providing the certification in Section 2 of this form, that the specimen bears the same identification number as that set forth above, and that the specimen has been collected, split, labelled and sealed in accordance with established collection procedures.

Signature of Collector _____

SECTION 2. TO BE COMPLETED BY PERSON PROVIDING SPECIMEN

Name (Please Print) _____ Date of Birth _____ / ____ / ____

Address _____ Phone _____

Current Medication or Drugs _____

I certify that I have provided to the collector the specimen referred to in Section 1 of this form; that the specimen has been split, labelled and sealed in my presence and that the information provided on this form and on the labels affixed to the split specimens are correct.

Signature _____ Date _____ / ____ / ____

Note: Place the pink copy of the form (laboratory) inside the outer sleeve of the specimen bag. Put the specimen bottles in the main compartment of the bag and seal. Give the yellow copy of the form (specimen provider) to the person providing the specimen.

4.21 The HRV Steward, who collected the sample, will then ask the person sampled

to complete Section 2 of the 'Drug Testing Custody and Control Form'. (See below image)

RACING ANALYTICAL SERVICES LTD
Racing Analytical Services Ltd ABN 75 006 957 624
400 Epsom Road, Flemington Vic 3031 Australia
Email: rasi@rasi.com.au
Telephone: 03 9376 6760
Facsimile: 03 9376 6875

NATA
NATA ACCREDITED LABORATORY
NUMBER: 4105

SPECIMEN NUMBER
47592

CLIENT REQUESTING TEST

DRUG TESTING CUSTODY AND CONTROL FORM

SECTION 1. TO BE COMPLETED BY COLLECTOR AT COLLECTION SITE

REASON FOR TEST ☐ Rider/Driver ☐ Random ☐ Clearance ☐ For Cause ☐ Other (specify) _____

Temperature of Urine _____ °C (Must be read within 4 minutes of collection, acceptable range 32-38°C)

Collector's Name _____ Collector's Phone No. _____

Collection Site _____ Date and Time of Collection _____

Collector's Comments _____

I certify that the specimen identified on this form is the specimen presented to me by the person providing the certification in Section 2 of this form, that the specimen bears the same identification number as that set forth above, and that the specimen has been collected, split, labelled and sealed in accordance with established collection procedures.

Signature of Collector _____

SECTION 2. TO BE COMPLETED BY PERSON PROVIDING SPECIMEN

Name (Please Print) _____ Date of Birth _____ / _____ / _____

Address _____ Phone _____

Current Medication or Drugs _____

I certify that I have provided to the collector the specimen referred to in Section 1 of this form; that the specimen has been split, labelled and sealed in my presence and that the information provided on this form and on the labels affixed to the split specimens are correct.

Signature _____ Date _____ / _____ / _____

Note: Place the pink copy of the form (laboratory) inside the outer sleeve of the specimen bag. Put the specimen bottles in the main compartment of the bag and seal. Give the yellow copy of the form (specimen provider) to the person providing the specimen.

This section to be completed and signed by the person sampled, including listing all current medications or drugs taken.

4.22 In the presence of the person sampled, the HRV Steward, who collected the sample, should place the two sealed specimen bottles in the longer (back) pouch of the specimen bag (this pouch has the blue tear-off strip at its opening). (See below image).



Specimen Bottles to be placed in this back pouch

Tear blue strip to expose adhesive strip

4.23 The HRV Steward, who collected the sample, will peel off the tape to expose the adhesive strip and press the front of the pouch firmly onto the adhesive strip all the way along the bag and upon the bag being sealed the HRV Steward should initial and date the designated area on the specimen bag. The **pink** 'Laboratory' copy of the Drug Testing Custody and Control Form should be placed in the shorter (front) pouch. No seal is required for this pouch. (See below image).



4.24 The HRV Steward, who collected the sample, should provide the **yellow** 'Specimen Provider' copy of the 'Drug Testing Custody and Control Form' to the person sampled with the **white** copy to be retained by the HRV Integrity Department.

4.25 Once the sample collection process is completed, the person who provided the sample should be interviewed and afforded the opportunity to detail any issues or concerns they may have identified during the sample collection process. This

interview should be digitally recorded as per usual practice.

4.26 The sealed sample is then to be kept in the custody of the HRV Stewards until secure storage of the sample for delivery to Racing Analytical Services Limited for analysis.

4.27 A person who provides a urine sample, which upon analysis is found to contain a banned substance may be in breach of the AHRR and liable to penalties as defined by the AHRR.

4.28 Should a person refuse to submit a test, attempt to tamper with, or hinder the testing process in any way that person may be in breach of the AHRR and liable to penalties as defined by the AHRR.

5. DEFINITIONS

For the purposes of this Policy the following definitions apply:

Approved Breath Analysing Instrument:

The Breath Analysing Instrument approved by Harness Racing Victoria for use under this policy shall be the 'BrACAudit KY-8300'. The calibration of this 'Approved Breath Analysing Instrument' shall be performed by the company Aust Dynamic Technologies Pty Ltd (ADT) and shall occur every six (6) months.

HRV Stewards:

The persons occupying the following positions and in the employ of Harness Racing Victoria: General Manager – Integrity, Chairman of Stewards, Manager Investigations and Compliance, Deputy Chairman of Stewards, Senior Stewards, Stewards, Investigative Stewards, Licensing Steward, Assistant Stewards, Cadet Stewards, Trainee Stewards and Casual Stewards.

Penalties defined by Australian Harness Racing Rules:

As defined by Australian Harness Racing Rule 256 which states:

256. (1) One or more of the penalties set out in sub rule (2) may be imposed on a person, club or body guilty of an offence under these rules.

(2) (a) A fine within the limits fixed by legislation or by the Controlling Body,

- (b) conditional or unconditional suspension for a period;
 - (c) disqualification, either for a period or permanently;
 - (d) warning off, either for a period or permanently;
 - (e) exclusion from a racecourse, either for a period or permanently;
 - (f) a bar, either for a period or permanently, from training or driving a horse on a racecourse, track or training ground;
 - (g) conditional or unconditional suspension of registration for a period or cancellation of registration;
 - (h) conditional or unconditional suspension of a licence for a period or cancellation of a licence;
 - (i) a severe reprimand;
 - (j) a reprimand or caution.
- (3) Should a rule of its own terms impose a penalty in respect of an offence created by that rule then, subject to any contrary intention expressed or otherwise apparent in that rule, that penalty is the only one which can be imposed in respect of that offence.
- (4) Penalties, whether under this or any other rule, attach from the time they are imposed, except that the Controlling Body or the Stewards may postpone such attachment.
- (5) (a) Penalties other than a period of disqualification or a warning off under this or any other rule may be suspended for a period not exceeding two years upon such terms and conditions as the Controlling Body or Stewards see fit;
- (b) If the offender does not breach any term or condition imposed during the period of suspension, the penalty shall be waived;
- (c) If the offender breaches any term or condition imposed during the period of suspension then, unless the Controlling Body or Stewards otherwise order, the suspended penalty thereupon comes into force and penalties may also be imposed in respect of any offence constituted by the breach.
- (6) Although an offence is found proven a conviction need not necessarily be entered or a penalty imposed.

Person:

Is a person included in the scope (Part 1.3) of this Policy.

APPENDIX 1



HARNESS RACING VICTORIA BREATH ALCOHOL SAMPLING FORM

<u>PERSON SAMPLED:</u>
<u>DATE:</u>
<u>TIME:</u>
<u>LOCATION:</u>
<u>ALCOHOL CONCENTRATION DISPLAYED ON APPROVED BREATH ANALYSING INSTRUMENT:</u>
<p>I, confirm that the above recorded alcohol concentration is a true and accurate record of the alcohol concentration displayed on the approved breath analysing instrument of a breath sample provided by me at the location, time and date detailed above.</p> <p><u>Signed:</u></p>
<p><u>Signed:</u></p> <p><u>Witness Name: (if utilised)</u></p>
<p><u>Signed:</u></p> <p><u>HRV Steward Name:</u></p>
<p>Sampling Comments (if any):</p>

