

INSTRUCTIONS ON TAKING AND EXAMINING DOPING SAMPLES

1 § Sample collection station

The organizer of an event shall provide a clean, sufficiently large space separated from other event activities, checked by the Doping control officer (DCO) appointed by the Finnish Kennel Club, for sample collection. The station may be indoors or outdoors. Immediately adjacent to the station there shall be a sturdy writing stand and a place for storing the samples and equipment. Facilities for washing hands shall be provided in the event area.

The organizer of an event shall provide a sufficient number of persons experienced in handling dogs to assist the person in charge of a dog in bringing the dog to the sample collection station and in collecting the sample. Persons are needed for observation of the sample collection from start to finish, although the person in charge of the dog collects the urine sample into a vessel given to him/her. The dog must not eat anything in the sample collection station, but it is advisable to give it something to drink (pure tap or bottled water or other customary fluid, such as milk-water mixture). The dog may be taken into a car or a show cage to rest under control of the DCO or an assistant. After a rest of for instance half an hour, sample collection can continue. Smoking and coffee drinking are not allowed in the sample collection station.

2 § Collecting the sample

The Finnish Kennel Club provides the necessary sample-collecting equipment to DCOs. The DCO shall ensure that the kits contain a sufficient amount of sample collecting equipment. The organizer of an event shall acquire sample-collecting equipment and a micro chip reader to check the ID tag, from their own kennel district in advance for shows and tests.

2.1. The tasks of the doping control officer

The DCO or the assistant he/she appoints shall ensure that the correct dog comes for testing and that the ID tag of the dog selected for doping control is checked to verify its identity. The DCO or the functionary he/she appoints observes and surveys the dog targeted for testing constantly until the sample has been collected. The DCO or the assistant he/she appoints informs the veterinary if they observe that the dog has been handled, treated or if foreign substances have otherwise potentially been admitted to its organism, or if an attempt has been made to manipulate the sample collecting process.

The person in charge of a dog or an authorized person or a person in charge of a dog in an event (hereinafter person in charge) shall be present all the time during the sample collecting process. The DCO in charge of sample collecting shall explain him/her the relevant rights and liabilities. The DCO shall explain him/her the purpose of sample collecting, the process, and the applicable sample sealing equipment. He/she

shall also clearly describe how the person in charge shall observe the sample processing, the filling-in of the sampling form and the placing of samples into specific sample envelopes. The person in charge selects the sample collection kit. The cover bag of the sampling equipment is checked establishing that it is intact and duly closed.

2.2. Sample collecting equipment

Sample collecting equipment to be kept in a locked place:

pre-packed sample collecting equipment for small and large dogs
sealing containers
clean sheets of paper and envelopes for hair samples
sharp, easy-to-clean scissors
antiseptic towels
cotton buds
wood spatulas
blood sample vials (for collecting serum)
disposable gloves, sizes S, M, L
talc-free disposable gloves 7, 8½ (for collecting hair and nose samples)
yellow-striped dispatch bags
tissue paper
sampling forms
pens
spirit-soluble felt pen
sample dispatch bags for both urine/blood samples and hair samples

2.3. Urine and blood samples

A urine sample is taken directly into a collection vessel. Four hours are reserved for sample collection from the time the dog entered the sample collecting station. The sample collector and his/her assistant shall use disposable gloves in order to avoid contamination of the sample (carry-over of foreign substances from hands into the sample). If the volume collected is insufficient, the sample collected can be poured into a collection vessel that is temporarily sealed with a temporary sealing strip under control of the DCO and the person in charge of the dog. The name of the person in charge of the dog is written on the temporary seal. Sample collecting is continued into the same sample collection vessel until a sufficient volume is gained. The DCO can terminate the sample collecting after four hours from its start, if a sample is not gained.

All urine samples collected are combined in one sample collecting vessel (the temporarily sealed vessel is opened). The urine is divided into two sample bottles. The A sample should contain 50 ml, the B sample, 20 ml of urine. If an insufficient volume is gained, about 10 ml of urine is poured in the B bottle and the rest in

the A sample bottle. Such a volume of urine cannot be expected from small dogs of under 5 kg. In these cases, 5 ml of urine is sufficient for the B sample, and the rest is poured in the A sample bottle. The bottles are closed by pressing the lid tightly so that the sample will not leak during transport. The sealing ring of the bottle is slipped (up and down) at the depth of two hooks to join the lid and the bottle so that the lid cannot be opened without trace.

There are two sealing labels by the same number, one of them marked for the A sample and the other one for the B sample. The sealing label is fixed on the sample bottle horizontally over the sealing ring. The code numbers of the seals are written on the form. The number shall be complete, not leaving out the zeroes in front or end. The code numbers are written with a spirit-soluble felt pen on the blood vials and urine bottles as well. The sealed vessels are placed one by one in minigrip bags.

A blood sample is only taken in special cases, if for instance there is reason to suspect that a dog has been given alcohol. Where necessary, the sample point is cleaned with an antiseptic towel provided in the kit. The veterinary draws the sample directly into two normal blood vials. Vacuum is not needed. Depending on the size of the dog, a sample of about 10 ml should be collected. The blood vials are closed tightly and placed in sealing tubes. The tests are made of the serum.

2.4. Hair and nose samples

A hair sample is collected from three points in the dog's fur: the area of the skull or neck hair, the hind leg hock, and the body area. The sample is cut with clean scissors; a sufficient amount is a swab of hair about 1 cm broad and 1 mm thick from each point. The person collecting the sample shall have washed his/her hands well or wear talc-free disposable gloves. The scissors are carefully washed after sample collecting, if samples are collected from several dogs. The hairs from three various points are mixed and divided into two samples, A and B. This takes place under control of the person in charge of the dog. The A sample is placed on a clean sheet of paper and the paper is folded several times. The sample is then placed in a clean envelope. The B sample is handled similarly. The samples shall be dry when they are sealed in the envelopes. The A and B sample sealing straps are stuck on the envelopes.

A nose sample is primarily taken from the upper edge or the middle furrow of the nose either by rubbing the area with a cotton bud or by scratching carefully with a wood spatula. Two samples are taken: one for the A sample and the other for the B sample. The cotton bud / wood spatula is placed on a clean sheet of paper and the paper is folded several times as with the hair sample. Each sample is placed in a separate envelope. The envelopes are sealed using the A and B sealing stripes.

2.5. Filling in the form

The sampling form shall be carefully filled in. There is one form for all samples. A form in Swedish or English is attached to samples sent to Sweden. Besides the date, the time the dog entered the sample collection station and the time the samples were taken, are also indicated on the form. The person in charge observes the sealing of the samples and ensures that the code numbers on the form exactly correspond to those on the sealed bags, and approves the sample collection with his/her signature. The person in charge is further asked to fill in the item on the form about the dog's medication and other treatment over the latest 14 days. The DCO in charge of the sample collection and a witness of the sample collection also sign the form.

Any irregularities in sample collection shall be recorded in the minutes before signature. The individually marked copies of the sampling form go to the Finnish Kennel Club, the DCO and the person in charge of the dog. The laboratory only receives the copy which does not contain the data of the person in charge.

2.6. Finishing the urine sampling

The A and B urine samples packed in minigrip bags together with the red copy of the sampling form are placed in the yellow-striped dispatch bag. Several urine samples can be placed in one bag, however so that the A and B sample of one dog are in the same bag. A few sheets of tissue paper or other absorptive material are placed in the dispatch bag to provide against broken bottles. The bag is sealed by removing the transparent tape and pressing the glued strip carefully up to the edges.

3 § Handling the samples; Further measures

The samples are mailed in regular mail to laboratories as soon as possible. The samples are mailed in sample dispatch bags. The address is provided, and the postage is prepaid. Blood samples are kept in a refrigerator, and urine and hair samples in room temperature in a locked room before mailing. The DCO is in charge of storing and mailing the samples. Blood and urine samples are sent to Yhtyneet Laboratoriot, hair and nose samples to the forensic laboratory of the Swedish police.

Laboratories do not examine samples for e.g. the following reasons:

- code numbers are false or cannot be interpreted unambiguously
- insufficient sample A or B
- defective seal
- the data of the dog or the person in charge are apparent on the form sent to the lab.

The laboratories supply the test results to the Finnish Kennel Club within one month from receiving the samples. The testing of a hair sample may take longer. If foreign substances are observed in a sample, the person in charge will be asked for an account which he/she shall give within one week from the request. The accounts are submitted to the Animal competition anti doping team for statement. The results from a positive doping sample are notified to the local provincial veterinary and to the national animal protection EVIRA.

The person in charge is entitled, within one month from notification of the A sample result, to have the B sample examined at his/her expense by a doping laboratory accepted by international sports organizations in which he/she or the person he/she authorizes may be present during the examination of the sample.

4 § Instructions by the Board of the Finnish Kennel Club on medication and treatment of dogs, to supplement the anti doping regulation

The Board of the Finnish Kennel Club has decided to publish a normative list of minimum washout periods of various drugs and certain treatments for dogs on its website. The periods are not binding, but the attending veterinary can extend a washout period if necessary on the basis of the dog's disease or its treatment. The Anti doping team appointed by the Board of the Finnish Kennel Club updates the list as necessary after hearing experts. The latest update is indicated at the bottom of the list.

The Finnish Kennel Club publishes a booklet 'Dog's drug diary', in which a veterinary marks the dog's disease, its medication from the start of treatment to its end, and the longest normative minimum washout period of the medication, if the dog receives several drugs. It is recommended that the owner also indicates the treatment he/she gives in this booklet. The bookkeeping is not obligatory, but can be replaced with a separate certificate by the veterinary, giving the same information.