

NON-CREDENTIALS LIST PROCEDURE

Purpose

1. The International Tennis Integrity Agency (ITIA) is the dedicated anti-corruption unit for professional tennis and is charged with enforcing the sport's zero tolerance policy towards gambling related corruption world-wide. A key part of the ITIA's function is the maintenance of a database containing information of individuals placed on the ITIA's Non-Credentials List ("the **List**"). Its purpose is to list persons who are subject to sanction under the TACP or TADP or meet other criteria related to integrity set out in paragraph 4. Tennis stakeholders have access to the List which they consult when considering accreditation applications for Sanctioned Events. Such accreditations provide access to players and player areas. Accordingly, the List is an important tool for tennis to protect its players and Sanctioned Events from corruption and doping.
2. Access to the List is restricted to the International Tennis Federation; ATP; WTA; Fédération Française de Tennis; The All England Lawn Tennis Club (Championships) Limited; Tennis Australia Limited; and The United States Tennis Association Incorporated ("International Governing Bodies") for the specific purpose of safeguarding the integrity of accreditation processes for their Sanctioned Events in order to protect players. Access to the List is in accordance with the List Terms and Conditions provided to each of the International Governing Bodies. The decision to issue an accreditation to an individual for a particular event rests with the relevant International Governing Body (and/or, as applicable, their Sanctioned Events, event owners and/or operators) not the ITIA, save where the individual is subject to an extant period of ineligibility under the TACP or TADP.
3. Any personal data held by the ITIA will be processed by the ITIA in accordance with the ITIA [Privacy Policy](#). Capitalised terms not defined herein shall have the meaning ascribed to them in the TACP and TADP respectively.

Inclusion on the List

4. The ITIA may include an individual on the List if it reasonably considers they meet any of the following criteria ("Criteria/Criterion"):
 - (a) Subject to an extant period of ineligibility or Provisional Suspension under the TACP or TADP (or another sport's equivalent anti-corruption or anti-doping rules);
 - (b) Have been removed from a Sanctioned Event for Courtsiding (unless at a later stage they can demonstrate a valid reason to require a credential, for example, they are appointed as coach of a player and can satisfy the ITIA they are no longer involved in Courtsiding);
 - (c) Have been identified in an ITIA case or investigation as having interacted with a Covered Person(s) for a purpose which (if carried out) would *prima facie* breach Section D.1.c, D.1.d, D.1.e, D.1.f, D.1.g, D.1.h(i), D.1.i, D.1.j, D.1.k, D.1.l, D.1.m, D.1.n, D.1.o or D.1.p or would otherwise amount to a Major Offense under the TACP or an anti-doping rule violation under the TADP;
 - (d) Have been convicted or found in a criminal, disciplinary or professional proceeding to have engaged in conduct which would have constituted a violation of the TACP or TADP if either program had been applicable to the individual at the relevant time for the period of such sanction and/or the sanction which would have applied under the TACP or TADP, whichever is the longer;
 - (e) Have been identified in an investigation to have made, directly or indirectly, a corrupt payment to a Covered Person or their associate(s);
 - (f) Have been identified in an investigation to have received, directly or indirectly, a payment from a known match-fixer or their associate(s) unless they have been sanctioned as a Covered Person and the sanction has now expired pursuant to (a) above;
 - (g) Have provided false or incorrect contact details until such time as they provide correct details;
 - (h) Have failed to cooperate with or respond to a request from the ITIA until such time as they do cooperate or respond.

5. The ITIA shall notify the individual that they have been included on the Non-Credentials List and the applicable Criterion/Criteria relied upon within 14 days of such inclusion for the purposes of triggering the time limit set out in paragraph 7, unless notification would undermine an ongoing ITIA or law enforcement investigation or prosecution. In such circumstances, the ITIA shall notify the individual once such notification will no longer undermine the investigation or prosecution and the time limit in paragraph 7 shall commence therefrom.
6. If the ITIA amends the Criterion/Criteria relied upon to include an individual on the List, paragraph 5 shall apply as if the individual had been included on the List for the first time.

Appeal Process

7. An individual may appeal their inclusion on the List (or their re-classification under paragraph 6) by notifying the ITIA in writing within 14 days of receipt of notification.
8. Appeals shall be considered by the Rules Committee. The Rules Committee shall set the procedure for the appeal as it sees fit in the circumstances provided that it ensures procedural fairness. The Rules Committee shall not be bound by any jurisdiction's judicial rules governing the admissibility of evidence. Instead, facts relating to whether a Criterion/Criteria have been met may be established by any reliable means, as determined in the sole discretion of the Rules Committee. At the conclusion of the appeal, the Rules Committee shall issue a decision ("Decision") to the individual and the ITIA.
9. Where the appeal is unsuccessful (or no appeal is lodged), the individual may appeal again by notifying the ITIA after a period of 12 months since the Decision (or since the expiry of the 14 days after notification in paragraph 5) on grounds that the Criteria no longer apply due to a change in circumstances. If this appeal is unsuccessful, they may appeal again after a further 12 months if there has been a relevant change of circumstances and thereafter no more than once every subsequent 12 months provided that there has been a change of circumstances. The individual shall present new evidence at each such appeal demonstrating the relevant change of circumstances.
10. There shall be no prohibition on the ITIA re-adding an individual to the List if they meet a Criterion/Criteria at any time, save to the extent that a Decision has held otherwise, unless there has been a relevant change of circumstances.
11. There is no right of appeal to the Court of Arbitration for Sport or any other appellate body.

Removal from the List

12. The List is set to update automatically as sanctions expire. Following a successful appeal, the individual shall be removed from the List. The ITIA shall also manually review the List at least once every 12 months for the purpose of removing other individuals if they no longer meet the Criteria. Save where removal flows from a Decision, the ITIA shall notify an individual within 14 days when they are removed from the List.
13. Removal from the List (and/or non-inclusion on the List) does not give rise to eligibility for an accreditation to a Sanctioned Event. An application for an accreditation will be considered by the relevant International Governing Body (and/or, as applicable, their Sanctioned Event, event owner and/or operator) in accordance with the rules and procedures for accreditations of such body.

Notification

14. Notification can take place by electronic or other means. Where the ITIA does not have contact details for the individual and cannot reasonably obtain them from the International Governing Bodies, it shall use its reasonable endeavours to make contact with the individual in a private manner.