

# Drugs, Alcohol and Abused Substance Policy

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The policy applies to all employees of the Company regardless of rank or position and includes temporary and part-time employees, provided, however, that only employees whose jobs are deemed by Company management to be safety/environmentally sensitive, their supervisors and applicants for those jobs shall be subject to Testing. Any of the following constitutes a violation of this Policy;

Using, ingesting, selling, purchasing, exchanging, sharing, transferring, possessing, manufacturing, or storing alcohol, an Inhalant, an Illegal Drug, or Drug Paraphernalia, or attempting or assisting another to do so, while (i) in the course of employment; (ii) engaged in a Company sponsored activity, whether or not on Company premises and specifically including (without limitation) in the performance of work at a client's facility; provided, however, that only employees whose jobs are deemed by Company management to be safety/environmentally sensitive, their supervisors, and applicants for those jobs shall be subject to Testing.

- Working or reporting to work or conducting Company business while Under the Influence.
- Having Positive Test Results.
- Violating other policy provision set forth in this document.

Any employee suspected of violating this Policy for reasons other than having Positive Test Results will be investigated. (Consequences for those having Positive Test Results are described in "Testing of Applicants" and "Testing of Employees".). During the course of an investigation, the suspected employee shall have the opportunity to provide an explanation. In the event that a determination is made by the Company that the employee violated this Policy, the employee shall be disciplined, which may include discharge. Should the determination be made that no violation occurred; the employee will be reinstated without penalty.



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