

BUS DRIVER DRUG ABUSE AND ALCOHOL MISUSE

The safety and well-being of the public and our employees requires that all of our drivers perform their duties free from the effects of drugs and alcohol.

A drug-free workplace is especially important in the transportation industry because of our responsibility to serve the public safely and without interruption. A driver who uses controlled substances and misuses alcohol presents a hazard to himself and the motoring public.

In order to ensure a safe, efficient and drug-free workplace and to comply with federal requirements, the following policy has been adopted and will apply to all individuals hereafter applying for positions as drivers as well as to all incumbent company drivers.

General Policy

Fall Mountain Regional School District, numerous regulatory authorities and the general public are concerned that all persons employed in the transportation industry perform their duties in a workmanlike and professional manner, unimpaired by the effects of controlled substance abuse and alcohol misuse. While no company policy will eliminate the possibility of drug abuse completely, it is believed that the program described in this policy will greatly reduce the risks associated with drug and alcohol abuse to our employees and to the public.

Use Prohibited

No driver shall use any Scheduled drug included in the Schedule of Controlled Substances of the Drug Enforcement Agency or any narcotic or habit-forming drug except as permitted by the Federal Motor Carrier Safety Regulations. No driver shall use or misuse alcohol while on duty or four hours prior to reporting for duty. Alcohol, for the purposes of this policy, is defined as any alcoholic beverage, mixture, or preparation, including medication containing alcohol.

The Schedule of Controlled Substances includes the following drugs and classes of drugs: marijuana and its metabolites, Cocaine, Stimulants, Depressants, Hallucinogenic substances, and Opium derivatives such as heroin. No driver may use any of these drugs whether on duty or off duty. The use of alcohol before reporting to duty is restricted to four hours. Any violation of this policy will result in disciplinary action which may include discharge.

Impairment Prohibited

No driver will report for duty or drive while impaired by the use of any controlled substance or alcoholic beverage. A driver may use a drug or a controlled substance if it has been prescribed or administered by a physician and if a physician has advised the driver that the drug or substance will not affect the driver's ability to safely operate a commercial motor vehicle. The term "impairment" means to be under the influence of a controlled substance or alcohol so that a driver's motor senses (sight, hearing, balance, reflex or reaction) are adversely affected or may be presumed to be so affected. Any violation of this policy will result in disciplinary action which may include discharge.

Possession, Sale and Transfer Prohibited

No driver at any work site will possess any quantity of any alcohol or controlled substance, lawful or unlawful, which in sufficient quantity could result in impaired performance, with the exception of substances prescribed by a licensed physician. No driver shall sell or transfer, or attempt to sell or transfer, to any other person any drug or controlled substance at any work site. The term "work site" means any motor vehicle, office, building, terminal, yard or other property owned or operated by the Fall Mountain Regional School District, or any other location at which the driver is to perform work. The term "possess" means to have in or on the possession of the driver, the driver's motor vehicle, personal affects or areas trusted substantially to the control of the driver. Possession does not include the handling or transporting of any alcohol or controlled substance which is manifested and transported as a shipment. The term "sell or transfer" means to deliver to any other person for consideration, for free, or for any other reason. Any violation of this policy will result in discipline which may include discharge.

Alcohol and Controlled Substances Testing

In order to ensure a drug-free work environment and to comply with federal regulations, all Fall Mountain Regional School District drivers and applicants for employment as drivers will be subject to testing for the use of drugs and controlled substances, as well as the misuse of alcohol. The term "testing" means the testing of urine for the evidence of drugs or controlled substances and the testing of expired breath or saliva for determining misuse of alcohol.

Any applicant for employment by the company as a driver will be subject to controlled substances testing during the pre-employment physical examination. Refusal of the applicant to submit to such testing will cause the applicant to be found not medically qualified and the applicant will not be hired.

All incumbent Fall Mountain Regional School District drivers will also be subject to alcohol and controlled substances testing as follows:

Random Testing: All drivers will be subject to unannounced alcohol and controlled

substances testing at any time on a random basis as a condition of their continued employment as drivers.

Reasonable Cause Testing: When there is reasonable suspicion to believe that a driver has reported to work or is working impaired as the result of the use of alcohol or controlled substances, the driver will be required to submit to both urine and breath or saliva testing.

Post-Accident Testing: Any driver who is involved in an accident that results in a fatality or receives a moving traffic citation coupled with a towed vehicle or injury resulting from the accident requiring treatment away from the scene must submit to alcohol and controlled substance testing as soon as possible following the accident (2 to 6 hours for alcohol and 32 hours for controlled substances). Drivers should not drink any alcoholic beverages during the time waiting to take a post-accident test.

Return-To-Duty Testing: Each employer shall ensure that before a driver returns to duty requiring the performance of a safety-sensitive function after a positive drug or alcohol test, that the driver in question shall undergo a return-to-duty alcohol or controlled substance test.

The return-to-duty alcohol test result must indicate an alcohol concentration of less than 0.02. The controlled substance test must be a verified negative result before the driver is allowed to perform a safety-sensitive function.

Follow-up Testing: All drivers that pass drug or alcohol testing for return-to-duty will be subject to follow-up testing as directed by a substance abuse professional. Follow-up alcohol testing shall be conducted only when the driver is performing, just before performing, or just after performing a safety-sensitive function.

The refusal to submit to random, reasonable cause or return-to-duty testing will result in the driver being not medically qualified to drive. Any refusal or failure to submit to post-accident testing is a violation of Company policy and Federal Motor Carrier Safety Regulations and may result in the driver being medically unqualified to drive. If the accident results in a fatality to any person and the driver refuses or fails to submit to alcohol and controlled substances testing, the driver shall be disqualified from driving for not less than one year.

Testing Results

The testing of all urine samples submitted in accordance with this policy will be performed by federal certified testing laboratories. All alcohol testing will be performed by trained Breath Alcohol Technicians on Evidential Breath Test Devices or Screen Test Technicians on saliva test devices that are on the Conforming Products List of the National Highway Traffic Safety Administration (NHTSA). The test results will be reviewed to determine if there is evidence of the use of alcohol or controlled substances. The test results will be treated in

strict confidence. The Fall Mountain Regional School District's Medical Review Officer will be the sole custodian of the individual controlled substances test results. The Medical Review Officer, in turn, will advise the Fall Mountain Regional School District whether the test results were positive (indicative of the presence of drugs) or negative. No test results will be released to any other party without the written authorization of the driver who was tested. These test results will be used to determine whether a driver is medically qualified to drive.

Drivers who test at or above 0.02 but less than 0.04 alcohol concentration will not be allowed to drive for 24 hours or until the driver tests below 0.02 alcohol concentration.

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