

To All Prospective Employees

The U.S. Government has implemented Rules that require mandatory drug and alcohol testing of all employees who work in sensitive or safety related positions within the transportation industry. The rules cover trucking, railroad, pipelines, aviation and other related businesses and, with few exceptions, require all workers to be tested. This includes individuals who either operate or work on various transportation equipment/components.

The position you are being considered for falls under these Federal Rules. Before you can be hired and start to work, you must be given a pre-employment drug test. You will be given a drug test requisition form and be asked to report to a collection site where you will give a urine specimen. This specimen will be sent to a U.S. Department of Health and Human Services approved laboratory where it will be tested for five specific drugs of abuse (marijuana, cocaine, opiates, amphetamines/methamphetamines and phencyclidine (PCP)). The results of this test will be reviewed by a physician and reported back to our company.

If the results of your drug test are negative, your application for employment will be given further consideration. If the test results are positive for any of the drugs, we will be unable to hire you.

There are several things you should know:

1. This is a mandatory Federal requirement and all persons being considered for similar positions must be tested.
2. The collection and testing of your urine specimen is conducted under extremely rigid guidelines established and monitored by the U.S. Department of Health and Human Services.
3. The test results are reviewed by a qualified physician (Medical Review Officer) who, in the case of a positive result, will personally contact you to ensure there is no legitimate medical reason for the test result.
4. The results of your test will be maintained in strict confidence. We do not release either positive or negative results to other businesses or to government agencies unless required by law. The one exception this rule is for pilots where the Medical Review Officer is required by the FAA to report positive results to the FAA Flight Surgeon.
5. If hired, you will be subject to drug and, in some cases, alcohol testing throughout your employment with our company. The various types of tests and when they will be administered will be explained after you are hired.
6. Employees who are subject to a drug or alcohol test will be given access upon written request, to any records relating to their tests and any records relating to the results of any relevant laboratory certification, review or revocation-of-certification proceedings.

Our company is committed to maintaining an alcohol misuse and drug-free workplace. We support the U.S. Government's alcohol misuse and anti-drug programs and believe it is important that all of our employees understand this commitment. We will not tolerate drug abuse or alcohol misuse in our workforce.