



Drug and Alcohol Policy

CBT Integrated Logistics LLC

January 14, 2014

PART I

ZERO TOLERANCE POLICY STATEMENT

Persons associated with CBT Integrated Logistics LLC d/b/a CBT Trucking (hereinafter referred to as CBT Trucking) as Employees (herein referred to as Driver[s]), who perform safety sensitive functions, as defined in the 49 CFR, Part 382, are forbidden to use, possess, sell or be under the influence of illegal drugs or alcohol at any time while operating for or representing CBT Trucking. Drivers are forbidden to engage in the manufacture, distribution, sale or any other transaction involving illegal drugs or alcohol on CBT Trucking premises. Violators may be subject to criminal and civil penalties.

Any illegal contact with drugs or alcohol during the time a Driver is on duty or on carrier's premises or property (to include equipment), will be treated as gross misconduct subject to immediate discharge and/or lease cancellation for the first offense. Any Driver who is arrested for selling drugs while off duty will be suspended as a qualified Driver without pay or benefits. Upon conviction of said crime the Driver will be discharged.

Drivers identified as being under the influence of illegal drugs as a result of any appropriate tests will be discharged.

Drivers who have operated a commercial motor vehicle under the influence of a controlled drug which can affect the Driver's alertness, will be discharged.

Drivers operating in a safety sensitive function, defined in 49 CFR, Section 382.107 as, just prior, during, or immediately after, driving, inspecting, servicing, unloading or loading a motor vehicle, who test equal to or higher than a 0.02 breath alcohol content, will be discharged.

CBT Trucking has a "**Zero Tolerance Policy**" associated with Drivers who use illegal drugs or are under the influence of Drugs or Alcohol while driving or performing safety sensitive functions. The Driver should carefully read this policy that fully explains the prohibition of drug or alcohol use while associated with CBT Trucking.

Carrier Designate for Program Information: **Drew Beckerdite, Managing Partner.**

PART II

Policy And Procedures For Controlled Substances And Alcohol Use and Testing

Purpose: To establish procedures which ensure compliance with 49 CFR, Part 382: "Controlled Substances and Alcohol Use and Testing" and 49 CFR, Part 40: "Procedures for Transportation Workplace Drug and Alcohol Testing Programs" and allow for the establishment of programs which will help prevent accidents and injuries resulting from the use of controlled substances and/or misuse of alcohol by Drivers of commercial motor vehicles.

Controlled Substances and Alcohol Testing procedures: CBT Trucking will provide Alcohol Testing and Drug Testing, as directed by the U.S. Department of Transportation. These Drug and Alcohol Regulations apply to every person who operates a commercial motor vehicle (CMV) in interstate or intrastate commerce and who is subject to the commercial driver's license (CDL) requirements as defined in 49 CFR 383.3 and 383.5 Definitions. CBT Trucking will require all such personnel to undergo urinalysis screening for controlled substance use and a breathalyzer test for alcohol misuse as required by 49 CFR 382. The urine specimen will be screened for marijuana, cocaine, amphetamines, opiates, and PCP only. The alcohol test will be screened for an alcohol concentration of 0.02 or greater.

Specimens believed to be altered or substituted will not be accepted.

(a) The procedure for the Urinalysis Test is as follows:

1. Upon arrival at the collection site the Driver will be required to;
 - a. Present a photo identification.
 - b. Remove any unnecessary outer garments, such as a coat or jacket.
 - c. Leave all personal items, like a briefcase or purse, with the outer garments.
 - d. Wash and dry his/her hands, prior to, providing the sample.
 - e. Proceed to a private stall where the urine sample will be collected.
 - f. Urinate into a collection container(s), or a specimen bottle(s), capable of holding at least sixty (60) milligrams.
 - g. Hand the collection container(s) or specimen bottle(s) to the collector, keeping it in view at all times, until it is sealed and labeled, including observing the specimen being split into two (2) separate specimen bottles.
 - h. Initial the identification label on both of the specimen containers to certify they are his/her specimens. Sign the chain-of-custody form.
2. Upon receipt of the urine specimen, the laboratory will perform a screening test on the primary sample, and store the split specimen. If the test is positive, the lab will perform a confirmatory test.
3. The laboratory will notify the Medical Review Officer (MRO) of the results of the screening test and the confirmation test, if one was conducted.

- a. If the test(s) is negative, the MRO will record it as a negative in his records.
 - b. If the screening test is positive, but the confirmation test is negative, the MRO will record it as a negative in his records.
 - c. If both the screening test and the confirmation test are positive, the MRO will contact the Driver and interview him/her to ensure there is no medical explanation for the positive findings.
4. The MRO will make a determination, based on the Driver's interview and the test results, as to whether this test should be reported as a positive or a negative. The Driver will be informed, during his interview with the MRO, of the disposition of the test and the specific drug, which was involved. It is important to note all drug test results are interpreted by the MRO and not by CBT Trucking.
5. The MRO will then notify only authorized personnel of CBT Trucking with the test results, whether negative or positive.
6. A positive finding will immediately disqualify a Driver with CBT Trucking.
7. The Driver has seventy-two (72) hours, from the time notified by the MRO the test is positive, to request a re-test on the split specimen. **The Driver is responsible for all costs associated with the testing of the split specimen.**
- a. If the Driver makes this request, the MRO will direct the laboratory, in writing, to send the split specimen to another Department of Health and Human Services (DHHS) certified laboratory for analysis.
 - b. If the Driver has not contacted the MRO within seventy-two (72) hours, but provides documentation to the MRO who finds the explanation for failing to make contact is legitimate, the MRO may order an analysis of the split specimen.
 - c. If the analysis of the split sample or the re-analysis of the single sample does not confirm the presence of a drug, the MRO cancels the test and reports this to the carrier and the driver.
 - d. The MRO must provide CBT Trucking with a signed, written notification of the test results, within three (3) days of the review.
 - e. Carrier will notify the Driver of the disposition upon receipt of the results from the MRO.

(b) The procedure for the Breathalyzer Test is as follows:

1. Upon arrival at the collection site the Driver will be required to:
 - a. Present photo identification.
 - b. Complete the Drivers section of the chain of custody form, immediately following the Breath Alcohol Technician's completion of his/her sections.

- c. Blow forcefully into a newly opened mouthpiece, which has been placed on the Evidential Breath Testing (EBT) Device, for at least six (6) seconds or until the EBT indicates an adequate amount of breath has been obtained.
2. The Breath Alcohol Technician (BAT) will show the Driver the results of the screening test as it is displayed on the EBT device.
 - a. If the reading is less than 0.02, which is considered a negative result, the Driver will sign the certification and fill in the date on the form.
 - b. If the reading is more than 0.02, a confirmation test will be performed, using a new mouthpiece on the EBT device, no sooner than fifteen (15) minutes, but within thirty (30) minutes, of the screening test.
3. The Breath Alcohol Technician (BAT) will show the Driver the results of the confirmation test as it is displayed on the EBT device.
 - a. If the screening test and the confirmation test results are not the same, the confirmation test result is used.
 - b. Readings less than 0.02 will be considered negative.
 - c. Readings greater than 0.02 will be considered positive by carrier and will immediately disqualify the Driver with CBT Trucking.
4. The BAT will call carrier immediately to inform of the Driver's positive test result. Carrier will arrange for transportation for the Driver from the collection site. The Driver will be responsible for any cost associated with said transportation, which may be required as a result of a positive test. The Driver is not allowed, under any circumstances, to drive any vehicle owned or under lease to CBT Trucking after receiving a positive test result of 0.02 or higher.
5. The Driver and BAT sign the chain of custody form and distribute it as follows;
 - a. Copy 1 (white) is forwarded to CBT Trucking, Attn: Drew Beckerdite.
 - b. Copy 2 (green) is given to the Driver. The Driver must present his copy of the chain of custody form to the Manager prior to qualification if taking a pre-employment (pre-qualification) Alcohol test, and prior to dispatch if taking a Random, Post Accident or Reasonable Cause Alcohol test. No Driver will be qualified or dispatched after taking a Post Accident or Reasonable Cause Alcohol test until the negative result is received by fax.
 - c. Copy 3 (blue) is retained by the BAT. The BAT forwards the results of all test performed each day to the MRO.

Controlled Substances and Alcohol prohibitions: The Department of Transportation bans the use of controlled substances by Drivers. Since alcohol is a legal substance, the Department of Transportation's prohibitions for its use are closely tied to the performance of safety sensitive functions. A safety sensitive

function is defined as: just prior, during or immediately after, driving, inspecting, servicing, unloading or loading a motor vehicle.

(a) The following are the Prohibitions of Controlled Substances:

1. A Driver may not report for duty or remain on duty while using any controlled substance. (Exception: if a physician has prescribed the substance and has advised the Driver the prescription does not interfere with his/her ability to safely operate a motor vehicle).
2. A Driver may not report for duty or remain on duty if he/she is under the influence of a controlled substance.
3. Drivers will report the use of any therapeutic drugs to CBT Trucking.
 - a. If the Driver is taking a prescription or non-prescription medication in its prescribed manner, and has reported such use, he/she may still be considered qualified for service.
 - b. A Driver who is taking therapeutic medication may be put out of service until the MRO is provided with a copy of the prescription, name of the prescribing physician, and a statement from the physician which describes the effects of the medication and indicates the medication will not affect the Driver's ability to safely operate a motor vehicle or prevent the Driver from performing his/her duties without risk harm to himself/herself or to others.
 - c. If the Driver is taking a prescribed controlled substance belonging to another individual, it will be considered an illegal use of a controlled substance and the Driver will be disqualified by CBT Trucking.
4. A Driver may not report for duty or remain on duty if tested positive for a controlled substance.
5. A Driver may not refuse to submit to controlled substance testing. A refusal will be treated as a positive result and CBT Trucking will disqualify the Driver.

(b) The following are the prohibitions of Alcohol:

1. A Driver may not report for duty or remain on duty while under the influence of alcohol or when tested, his/her alcohol concentration will not read 0.02 or greater.
2. A Driver may not report for duty or remain on duty if in possession of alcohol. This includes medication, food, or other products, which contain alcohol, regardless of the alcohol content.
3. A Driver may not report for duty or remain on duty if using alcohol.
4. A Driver may not report for duty or remain on duty within four (4) hours of using alcohol. However, regardless of how long the Driver has gone without drinking he/she may not have an alcohol concentration of 0.02 or higher.
5. A Driver who is involved in an accident shall not use alcohol for eight (8) hours following the accident, or until he/she undergoes a post accident alcohol test, whichever occurs first.

6. A Driver cannot refuse to submit to alcohol testing. A refusal will be treated as a positive result and CBT Trucking will disqualify the Driver.

Controlled Substance and Alcohol Required Test: CBT Trucking is required to test all Drivers as defined by 49 CFR, Part 382 in accordance with 49 CFR, Parts 382 and 40 to determine the presence of controlled substances and/or alcohol in the following situations; Pre-qualification, Post accident, Random and Reasonable Suspicion.

(a) Pre-qualification; procedures are as follows:

1. The Driver will sign an Acknowledgment of Receipt of Drug and Alcohol testing policy prior to being tested under CBT Trucking' program.
2. Carrier will request of all previous employers within the past three (3) year period a record of any Controlled Substance or Alcohol Test which had a positive result or any refusal to test.
 - a. If any positive results are reported, an 'Evaluation and/or Determination' form by a Substance Abuse Professional (SAP) must also be obtained.
3. Carrier will fax or mail a copy of the Driver's signed "Consent for Release of Controlled Substance and/or Alcohol Testing Results and Previous Work History Record" form to authorize the previous employer to release this information to CBT Trucking.
4. The Driver will then submit to a drug and/or alcohol test immediately upon request.
5. The Driver will provide enough urine for a substance abuse test and/or enough breath for an alcohol test.
6. The collection site will forward the urine specimen to a designated laboratory approved by DOT and CBT Trucking.
7. The Driver may not be permitted to drive a truck owned or leased to CBT Trucking or perform any other safety sensitive duties until the results of his or her drug screen and alcohol tests are confirmed negative.

(b) Post Accident; when a Driver is involved in an accident where a life is lost or he/she is cited for a moving traffic violation and there is injury treatment at the scene, or is cited for a moving violation and a vehicle has been disabled, the procedures will be as follows:

1. The Driver will submit urine for a drug test immediately following such an accident, but in no case later than thirty-two (32) hours after the accident.
2. The Driver will submit to an alcohol test immediately following such an accident, but in no case later than eight (8) hours after the accident.
3. The Driver will not use alcohol until post accident testing is done, or for a period of eight (8) hours, whichever comes first.

4. The Driver will proceed to an authorized collection site as identified by CBT Trucking.

5. The Driver will provide the necessary authorization for obtaining hospital reports, and other documents, which would indicate whether there were any controlled substances in his/her system, in the event they are seriously injured and unable to provide a specimen at the time of the accident.

The Driver will proceed to the assigned collection site immediately after the accident. If the drug test cannot be done within thirty-two (32) hours of the accident, and/or the alcohol test cannot be done within eight (8) hours of the accident, they will not be done. An explanation will be written on the "Post Accident Drug & Alcohol Testing Record." Any driver willfully refusing to submit to a post accident test will be terminated and future inquiries into the driver's record will reflect as a positive test.

(c) Random Testing; Drivers will be randomly selected by computer for drug and alcohol testing from CBT Trucking's entire pool of Drivers. This ensures each Driver has an equal opportunity of being selected each time selections are made. A Driver is liable to be chosen randomly more than once during the calendar year. CBT Trucking will randomly select Drivers at a rate of fifty percent (50%) of its average driver force annually for substance abuse and at a rate of ten percent (10%) of its average driver force annually for alcohol misuse. The random selection process shall be done each quarter of the year.

The procedures for Random Testing for substance abuse and/or alcohol misuse will be as follows:

1. Carrier will notify its Drivers they have been selected for drug and/or alcohol test.
2. Carrier will have ninety (90) days to notify and test each Driver, whose name appears on the "Confidential Random Drug and/or Alcohol Selection Notification Form". At no time prior to official notification, is anyone knowledgeable of such random selection permitted to release the identities of the selected Drivers to anyone. The effectiveness of random testing will be compromised if this information is not kept confidential.
 - a. All random tests will be unannounced.
 - b. The Driver will immediately report to a collection site and provide enough urine for a drug test.
3. Carrier will notify the Driver of his selection to take an alcohol test prior to, during or immediately after the performance of a safety sensitive function. The Driver will immediately report to the testing site upon notification.
4. Carrier will record and retain this information.

(d) Reasonable Suspicion Testing: Drivers who appear to be in an impaired condition on the job or to be under the influence of drugs or alcohol on the job will be asked by a carrier's trained representative to submit to a drug and/or alcohol test. One (1) trained company representative need only witness the conduct; however, if at all possible, two (2) trained company representatives should be involved. In all

cases of reasonable suspicion testing, the Driver will be accompanied to the collection site by a CBT Trucking assigned representative.

The procedures for Reasonable Suspicion Testing will be as follows~

1. The Driver will submit to a drug and/or alcohol test immediately upon request.
2. The Driver will be transported to and from a designated collection site by a carrier Representative and will not be dispatched again until the results are returned.
3. Upon arriving at the collection site, the collection site personnel will be advised the Driver is there for reasonable cause testing.
4. The doctor will inquire as to whether there are other possible reasons for the Driver being impaired. (Some medical emergencies may resemble the symptoms of drug or alcohol use).
5. The Driver will provide enough urine for a substance abuse test and/or enough breath for an alcohol test.
6. The collection site will forward the urine specimen to a designated laboratory approved by DOT and CBT Trucking.
7. The CBT Trucking representative(s) who witnessed the Driver's conduct shall prepare and sign a "Reasonable Suspicion Testing Record" within two (2) hours of the observed behavior or before the results of the tests are released, whichever is earlier.

Controlled Substance and Alcohol Testing Confidential Record keeping: CBT Trucking receives the results of the controlled substances and alcohol tests over a secured fax machine. These results will be stored and kept locked in secure location. CBT Trucking will report the results of all test conducted under the Controlled Substance and Alcohol Test Rule each year requested by the DOT. The procedures for Release of Drug and Alcohol Test Results will be as follows:

- (a) The Driver will be verbally notified of pre-qualification test results by the MRO if positive or by carrier representative if negative.
 1. Should the MRO need to speak with the Driver concerning the results of his pre-qualification drug test, CBT Trucking will make a reasonable effort to contact the Driver and will ask him to call the MRO immediately.
 - a. If contact with the Driver does not occur within (5) days of the MRO'S request to speak with him, carrier will notify the MRO our attempts were unsuccessful. The MRO will then report the test as a positive.
 - b. If contact with the Driver does occur, the MRO will be notified of the date and time of notification by carrier.
 - c. If the MRO does not hear from the Driver within (5) days of the Drivers notification date, the result will be reported as a positive.
- (b) The Driver will be notified by the MRO of positive test results from a Random, Reasonable Cause or Post Accident test for controlled substances and/or alcohol test.
- (c) If the Driver wishes to obtain a physical copy of his/her drug and/or alcohol test result(s), he/she must submit his/her request in writing to carrier within thirty (30) days of his/her results notification date. CBT Trucking will provide the requested copies within thirty (30) days of receipt of the request, provided the

following information is in the driver's request;

1. Drivers' name, social security number, address, and phone number.
2. Date of employment/qualification and date of termination/disqualification.
3. What copies of test results and/or records are being requested.
4. Who is to receive the copies of the test results.
 - a. name
 - b. address
 - c. phone and fax number
5. Driver's statement of consent to release copies of the test results.
6. Driver's signature and the current date.

(d) The Driver must sign a "Consent for Release of Controlled Substance and Alcohol Test Results and Previous Work History Record" form prior to qualification which will enable CBT Trucking to receive his/her record of results for drug and alcohol test from previous employers.

Consequences for Drivers Engaging in Substance Abuse or Alcohol Misuse Conduct: Drivers suspected of violating the controlled substances and/or alcohol prohibitions will be required to submit to Reasonable Suspicion testing. Drivers testing positive for controlled substances and/or with an alcohol concentration of 0.02 or greater will;

- (a) not be allowed to perform safety sensitive functions.
- (b) be disqualified as a driver for CBT Trucking.
- (c) be ineligible for re-hire or re-qualification in the future.

Substance Abuse and Alcohol Misuse Training and Referrals for Treatment: All Managers, and others who supervise the Drivers at CBT Trucking, will receive training to determine whether reasonable suspicion exists to require a Driver to undergo Substance Abuse and/or Alcohol Testing. The training will consist of at least one (1) hour on substance abuse and at least one (1) hour on alcohol misuse. The training will enable the Manager, and/or others who supervise the Drivers, to detect abuse through observations of physical, behavioral, speech and performance indicators.

All Drivers and CBT Trucking' supervisors will receive a copy of this manual on Substance Abuse and Alcohol Misuse and how it effects their body and job performance.

If the Driver has or has not violated drug or alcohol prohibitions and would like assistance, CBT Trucking will confidentially provide him/her with the names and phone numbers of Substance Abuse Professionals who can help them. However, CBT Trucking will not assume the cost of the evaluation or rehabilitation.

Any Driver who tests positive for controlled substances, or tests .04 or higher on an alcohol test, must be evaluated by a Substance Abuse Professional (SAP) before operating a commercial motor vehicle in the future. CBT Trucking will provide the names and phone numbers of a Substance Abuse Professional (SAP) who can assist with their problem. However, CBT Trucking will not assume the cost of rehabilitation.

Any Driver who tests positive for controlled substances, or tests 0.02 or higher for alcohol misuse, will immediately and permanently be disqualified to drive for CBT Trucking.

PART III

EFFECTS OF DRUGS AND ALCOHOL ON THE BODY

MARIJUANA

Marijuana alters sense of time and reduces the ability to perform tasks requiring concentration, swift reactions, and coordination. The drug has a significant effect on judgment, caution, and sensory/motor abilities.

Other effects of Marijuana are-

- driving ability impaired for at least 4-6 hours after smoking one 'joint' (cigarette).
- restlessness.
- inability to concentrate.
- increased pulse rate and blood pressure.
- rapidly changing emotions and erratic behavior.
- altered sense of identity.
- impaired memory.
- dulling of attention.
- hallucinations, fantasies and paranoia.
- reduction or temporary loss of fertility.

What you might see:

- bloodshot eyes.
- muscular tremors (involuntary quivering).
- impaired time and distance perception.
- short attention span.
- disoriented behavior.
- unable to divide attention.

COCAINE

Cocaine is a stimulant drug, increasing heart rate and blood pressure. As a powder, cocaine is inhaled, ingested, or injected. Cocaine is also used as free-base cocaine known as 'crack' which is smoked. Many people think because crack is smoked, it is safer than other forms of cocaine use. It is not. Crack cocaine is one of the most addictive substances known today. The crack 'high' is reached in 4-6 seconds and lasts about 15 minutes. The most dangerous effects of crack are vomiting, rapid heartbeat, tremors and convulsive movements. All of this muscle activity increases the demand for oxygen, which can result in a cocaine induced heart attack. Since the heat regulating center in the brain is also disrupted, dangerously high body temperatures can occur. With high doses, brain functioning, breathing and heart beat are depressed-leading to death.

Other effects of Cocaine are;

- a 'rush' of pleasurable sensations.

- heightened, but momentary, feeling of confidence, strength and endurance.
- accelerated pulse, blood pressure and respiration.
- impaired driving ability.
- paranoia, can trigger mental disorders in users prone to mental instability.
- repeated sniffing/snorting causes irritation of the nostrils and nasal membrane.
- mood swings.
- anxiety.
- reduced sense of humor.
- compulsive behavior such as teeth grinding or repeated hand washing.

What you might see;

- uncontrolled talkativeness-
- difficulty in focusing the eyes.
- extremely excitable behavior.
- dilated pupils.
- sniffles and /or runny nose.
- body tremors.
- teeth grinding.
- distorted thinking

AMPHETAMINES

Amphetamines are drugs which stimulate the central nervous system and promote a feeling of alertness and an increase in speech and general physical activity. People with a history of sustained low dose use quite often become dependent and believe they need the drug to get by. These users frequently keep taking amphetamines to avoid the 'down' mood they experience when the 'high' wears off. Even small, infrequent doses can produce toxic effects in some people. Restlessness, anxiety, mood swings, panic, heart beat disturbances, paranoid thoughts, hallucinations, convulsions, and coma have been reported. Long-term users often have acne resembling measles, trouble with their teeth, gums and nails, and dry, dull hair. Heavy, frequent doses can produce brain damage resulting in speech disturbances.

Other effects of Amphetamines are;

- loss of appetite.
- irritability, anxiety, apprehension.
- increased heart rate and blood pressure.
- difficulty in focusing eyes.
- distorted thinking.
- perspiration, headaches and dizziness.
- short term insomnia.

What you might see;

- dilated pupils.
- distorted thinking.
- exaggerated reflexes.
- hallucinations.
- repetitive bizarre behavior.
- jaw grinding.
- anorexia.
- loss of coordination.
- physical collapse.

Important Note: Physical exertion increases the hazards of stimulants because these drugs already increase heart rate and blood pressure. Fatalities have been reported among athletes who have taken even moderate amounts of stimulants.

OPIATES

Opiates, including heroin, morphine, and codeine are narcotics used to relieve pain and induce sleep. Heroin accounts for 90% of the narcotic abuse in this country. Sometimes narcotics found in medicines are abused. This includes pain relievers containing opium and cough syrups containing codeine. Heroin is illegal, and cannot even be obtained with a physician's prescription. Most medical problems are caused by the uncertain dosage level, use of non-sterile needles, contamination of the drug, or combination of a narcotic with other drugs. These dangers depend on the specific drug, its source and the way it is used.

Other effects of Opiates are;

- short-lived state of euphoria.
- impaired driving ability.
- drowsiness followed by sleep.
- constipation.
- decreased physical activity.
- reduced vision.
- change in sleeping habits.
- possible death.

What you might see;

- constricted pupils.
- droopy eyelids.
- dry mouth.
- low raspy speech.
- depressed reflexes.
- poor coordination.

PHENCYCLIDINE (PCP)

PCP was developed as a surgical anesthetic in the late 1950's. Later, due to its unusual side effects in humans, it was restricted to use as a veterinary anesthetic and tranquilizer. Today it has no lawful use and is no longer legally manufactured. It is a very dangerous drug. It can produce violent and bizarre behavior even in people not otherwise prone to such behavior. More people die from accidents caused by the erratic and unpredictable behavior produced by the drug than from the drug's direct effect on the body.

PCP scrambles the brain's internal stimuli and alters how users see and deal with their environment. Routine activities like driving and walking become very difficult. Low doses produce a rush, sometimes associated with a feeling of numbness. Increased doses produce an excited, confused state including any

of the following: muscle rigidity, loss of concentration and memory, visual disturbances, delirium, feelings of isolation, and convulsions.

Other effects of PCP are;

- extreme agitation.
- drowsiness.
- perspiration.
- repetitive speech patterns.
- incomplete verbal responses.
- blank stare.

What you might see;

- impaired driving ability.
- thick, slurred speech.
- poor coordination.
- violent, combative behavior.
- behavior recurring in cycles.
- involuntary eye movement.
- disoriented to time and environment.

ALCOHOL

Alcohol, a central nervous system depressant, is the most widely abused drug. About half of all auto accident fatalities in this country are related to alcohol abuse. A 12 ounce can of beer, a 5 ounce glass of wine and a 1 ounce shot of hard liquor all contain the same amount of alcohol. Coffee, cold showers and exercise do not quicken sobriety. Each one-half ounce of alcohol takes the average body about one hour to process and eliminate.

Alcohol first acts on those parts of the brain which affect self-control and other learned behaviors. Low self-control often leads to the aggressive behavior associated with some people who drink. In large doses, alcohol can dull sensation and impair muscular coordination, memory, and judgment. Taken in larger quantities over a long period of time alcohol can damage the liver and heart and can cause permanent brain damage. On the average, heavy drinkers shorten their life span by about ten years.

Other effects of Alcohol are;

- greatly impaired driving ability.
- reduced coordination and reflex action.
- impaired vision and judgment.
- inability to divide attention.
- lowering of inhibitions.
- overindulgence (hangover) can cause; headaches. nausea. dehydration. unclear thinking.
- unsettled digestion. aching muscles.

What you might see;

- slurred speech.
- bloodshot, watery eyes.
- poor balance.
- odor on breath.
- involuntary, sudden movement of the eyes.

PART IV

DEFINITIONS RELATED TO SUBSTANCE ABUSE AND ALCOHOL TESTING

ADULTERATED DRUG TEST RESULT (49 C.F.R. 40.3 and 49 C.F.R. 40.95)

A drug test result containing a substance that is not normal constituent or containing an endogenous substance at a concentration that is not a normal physiological concentration.

ALCOHOL

Intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohol including methyl and isopropyl alcohol.

ALCOHOL CONCENTRATION (or CONTENT)

Alcohol in a volume of breath as indicated by an evidential breath test.

ALCOHOL USE

Consumption of any beverage, mixture, or preparation (including medications), containing alcohol.

BREATH ALCOHOL TECHNICIAN (BAT)

An individual who instructs and assists individuals in the alcohol testing process and operates and evidential breath testing (EBT) device.

COLLECTION CONTAINER

A container into which the employee urinates to provide a sample for a drug test.

COLLECTION SITE

A place designated by CBT Trucking where individuals present themselves to provide a urine specimen to be analyzed for the presence of drugs.

COLLECTION SITE PERSON

A person who instructs and assists individuals at a collection site and who receives and makes a screening examination of the urine specimen provided by those individuals.

COMMERCIAL MOTOR VEHICLE (CMV)

A motor vehicle or combination of motor vehicles used in commerce to transport passengers or property if the motor vehicle:

- (a) has a gross combination weight rating of 26,001 pounds or over, including a towed unit with a gross vehicle weight rating of over 10,000 pounds; or
- (b) has a gross vehicle weight rating of 26,001 pounds or over; or
- (c) is designed to transport 15 or more passengers (including the Driver); or
- (d) is of any size and is used in the transportation of materials found to be hazardous for the purposes of the Hazardous Materials Transportation Act and which require the motor vehicle to be placarded under the Hazardous Materials Regulations (CFR 49, Part 172, subpart M)

CONFIRMATION TEST

In alcohol testing: a second test, following a screening test with a result of 0.02 or greater, provides

quantitative data of alcohol concentration.

In controlled substances testing: a second test to identify the presence of a specific drug or metabolite. In order to ensure reliability and accuracy, this test is separate from and uses a different technique and chemical principle from the screening test.

Note: Gas chromatography/mass spectrometry (GC/MS) is the only authorized confirmation method of cocaine, marijuana, opiates, amphetamines and phencyclidine (PCP).

CONTROLLED SUBSTANCES

For purposes of this regulation, the terms 'drugs' and 'controlled substances' are interchangeable and have the same meaning. Unless otherwise specified, these terms refer to:

- marijuana (THC).
- cocaine.
- opiates.
- phencyclidine (PCP).
- amphetamines, including methamphetamine.

DRIVER

Any person who performs a Safety-Sensitive Function as defined in CFR 49, Part 382.107.

Note: For pre-qualification/pre-duty testing only, the term Driver includes a person applying as an employee, or applying to provide services as an Independent Contractor, or the employee of an Independent Contractor, to CBT Trucking. These policies and procedures are promulgated to ensure public safety and compliance with the CFR 49. The term Driver does not necessarily infer an employer-employee relationship with persons otherwise under contract with CBT Trucking or employees of contractors to CBT Trucking.

EVIDENTIAL BREATH TESTING (EBT) DEVICE

A device used for alcohol breath testing which has been approved by the National Highway Safety Administration and placed on their Conforming Products List (CPL) of Evidential Breath Measurement Devices.

MEDICAL REVIEW OFFICER (MRO)

A licensed physician (medical doctor or doctor of osteopathy) responsible for receiving laboratory results generated by CBT Trucking's drug testing program. The MRO must have knowledge of substance abuse disorders and appropriate medical training to interpret and evaluate an individual's confirmed positive test, medical history and other relevant biomedical information.

PERFORMING (A SAFETY-SENSITIVE FUNCTION)

A Driver is considered to be performing a safety sensitive function when he/she is actually performing, ready to perform, or immediately available to perform any safety sensitive functions.

REFUSAL TO SUBMIT (TO AN ALCOHOL OR CONTROLLED SUBSTANCES TEST)

An employee:

- (a) fails to provide adequate breath for testing without a valid medical explanation after he/she has received notice of the requirement for breath testing in accordance with the provisions of CFR 49, Section 382.211, or

(b) fails to provide adequate urine for - controlled substances testing without a valid medical explanation after he or she has received notice of the requirement for urine testing in accordance with the provisions of this part, or

(c) engages in conduct which clearly obstructs the testing process.

SAFETY-SENSITIVE FUNCTION

On duty functions set forth in 49 CFR Section 395.2 are defined as; just prior, during, or immediately after, driving, inspecting, servicing, unloading or loading a motor vehicle, and includes the following times and/or activities:

- at a carrier or shipper plant, terminal, facility, or on any public property, waiting to be dispatched
- inspecting equipment as required by CFR 49, Sections 392.7 and .8
- driving a commercial motor vehicle
- at the driving controls of a commercial motor vehicle (CMV)
- while in or upon any commercial motor vehicle (CMV) except when resting in a sleeper berth.
- supervising or assisting in loading or unloading a vehicle, attending a vehicle being loaded or unloaded
- remaining in readiness to operate the vehicle
- when giving or receiving receipts for shipments loaded or unloaded.
- repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle.

SCREENING TEST (INITIAL TEST)

Alcohol testing- a procedure to determine if a prohibited concentration of alcohol is in the system.

Controlled substances testing - a screen to eliminate 'negative' urine specimens from further consideration.

SUBSTANCE ABUSE

Refers to patterns of use which result in health consequences or impairment in social, psychological, and occupational functioning. The use of any controlled substances or alcohol which could or does impair the Driver's ability to perform safety sensitive functions or places the Driver in violation with CFR 49, Part 382 or carrier policies.

SUBSTANCE ABUSE PROFESSIONAL

A licensed physician (medical doctor or doctor of osteopathy) or a licensed or certified psychologist, social worker, employee, employee assistance professional, or addiction counselor (certified by the National Association of Alcoholism and Drug Abuse Counselors Certification Commission) with

knowledge of and clinical experience in the diagnosis and treatment of alcohol and controlled substances related disorders.

PART V

WHERE CAN A DRIVER GO FOR HELP?

If, for any reasons you would like information or assistance on alcohol or drug issues, you may contact any CBT Trucking Officer.

Although CBT Trucking is not required to pay for rehabilitation or to hold a job open for you, we will provide the names and phone numbers of Professional Substance Abuse professionals who can help you with your problems.