

SAFETY MEETING

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Company Name: Superior Waterproofing Job Name or #: _____ Date: _____

11/3/17

SUBSTANCE ABUSE POLICY

Let's clear up some issues regarding Superior's Substance Abuse Policy. Effective June 1, 2007 Superior elected to join the "St. Louis Construction Industry Substance Abuse Consortium". Since that time only persons maintained in the "Active Pool" will be considered for employment. Compliance of this policy is a condition of employment. If you would like a copy of our complete policy let me know at the bottom of this tool talk.

WHEN WILL I BE TESTED?

- When offered employment
- When required by an owner/contractor as a condition to work on their property (jobsite)
- When drawn for a random in accordance with the consortium (CDS) policy
- When injured on the job

RANDOM SELECTION

When the office receives notification by CDS that you have been selected for a random drug test, Bob or Debbie will notify you that you have been selected. Within 24 hours (or next working day) of notification you are required to go to CDS office on Hampton and test. If for some reason you cannot go you need to discuss this with Bob or Debbie. If you refuse to be tested your employment will be terminated immediately for failure to comply with this policy.

POSITIVE RESULTS

If the results of your drug test are positive you will be ***SUSPENDED*** (not terminated) immediately and may not return to work until reinstated to the active pool by CDS. If you are taking prescription medications you need to discuss that with the medical review officer when you are contacted by him/her. You will receive a letter from CDS with instructions outlining the steps you need to take to be re-activated. These instructions will depend on if this is your 1st, 2nd or 3rd failure. You will be required to pay for the re-test personally. Positive results will move you to a suspect pool where random tests will be more frequent.

TERMINATION

- Employment will be terminated after 3 failed drug test
- Employment will be terminated for refusing to test
- Employment will be terminated for tampering with a specimen.
- Employment will be terminated for using, selling or distributing a controlled substance during work hours, on the jobsite or when representing Superior Waterproofing.

CONDITIONS FOR REHIRE IF TERMINATED

After 60 days you may be considered for rehire if you have successfully completed substance abuse rehab and can pass a drug test. After rehire if you fail another substance abuse drug test you will be terminated permanently and not eligible for rehire.

WHAT UNSAFE OPERATIONS DID YOU FIND ON YOUR JOBSITE THIS WEEK? _____

What Corrective action was taken? _____

Meeting Attended By _____

Supervisor's Signature _____