

NW CALIBER, INC.

Drug Testing Policy

All prospective employees will be asked to submit to drug and alcohol testing per NW CALIBER, INC. policy. Prospective employees will not be asked to submit to testing unless an offer of employment has been made. Negative test results for drugs and/or alcohol are a condition of employment. This policy is intended to comply with all state laws governing drug and alcohol testing and is designed to safeguard employee privacy rights to the fullest extent of the law.

All NW CALIBER, INC. employees are subject to drug and alcohol testing for reasonable cause. Employees, who do work, would work if engaged, or at sometime in the near future may possibly work, in the following areas or job positions are subject to random drug and alcohol testing:

Truck Drivers.

If a Truck Driver is convicted for a DWI/DUI violation while driving on personal time, he/she is responsible for reporting this immediately to his/her Supervisor. The Driver cannot drive for NW Caliber, INC. for a period of three (3) years. He / She may offered a non-driver position if available. If a person has a DWI/DUI conviction and fails to inform their immediate Supervisor, and the violation turns up on the annual driving record review, the person will be terminated without recourse.

Under the attached policies, there are five reasons to conduct a drug and alcohol test, they are as follows:

- **Pre-Employment**
- **For Cause (Accidents)**
- **Reasonable Suspicion**
- **DOT Requirements**
- **Random (DOT) or continued testing after first offense.**

Pre-Employment

Prospective Employee must be tested and results should be received prior to his/her first day of work. All offers are contingent upon successful passing of this test (negative result). If the test result is positive, then the job offer will be withdrawn.

Temporary employees hired through an outside source must be tested before working in the warehouse area. Temporary employees that are hired in the office, through an outside source should be tested within a few weeks after suitability for the job has been established.

For Cause (Accidents)

Employees who are involved in on-the job accidents that require medical treatment must be tested immediately after the accident (this would include cases where the accident is a trauma related event, but could be from a repetitive motion such as that found in the "carpel tunnel" condition) If this is not possible, then a test should be conducted as soon thereafter as possible.

Reasonable Suspicion

Reasonable Suspicion must be interpreted with common sense and good judgment based on the circumstances. Basically, it means observing or having reliable reports of specific facts from which it is reasonable to believe that a person may be violating the drug policy.

When a Supervisor has reason to suspect he should have another employee confirm his conclusion. A supervisor should accompany the employee to the test clinic to ensure the test is taken. If an employee refuses to go directly to the clinic they will be terminated for insubordination.

DOT

Persons Subject To DOT Alcohol and Drug Testing

- A. All persons employed by NW Caliber that operate commercial motor vehicles as part of his or her duties.
- B. Any person promoted from within NW Caliber requiring the operation of a commercial motor vehicle as part of his or her duties.
- C. Any person hired directly into a position within NW Caliber that requires the operation of a commercial motor vehicle as part of his or her duties.
- D. All persons subject to DOT alcohol and drug testing are also subject to the provisions of NW Caliber's Drug Policy.

If a truck driver does test positive either under DOT Policy (through random testing; required physical examinations; or post-accident testing) or the company policy (which includes "reasonable suspicion"), **the driver will not be allowed to drive again for NW Caliber.**

Random Testing or Continued Testing

Employees operating motor vehicles on behalf of the company are subject to random drug and alcohol testing per the DOT regulations.

All other employees who been tested with a confirmed positive result are subject to continued testing for up to two years from the first offense.

Any drug and/or alcohol testing requested by NW CALIBER, INC. will be paid for by NW CALIBER, INC. and conducted by a laboratory licensed by the state.

This drug and alcohol testing program is limited to testing for the following:

Marijuana, Cocaine, Opiates (including Heroin), Amphetamines (including MDMA (Ecstasy), Phencyclidine (PCP) and Alcohol- tested by saliva or breath separately from urine drug test. Other substances found, will not be reported.

Each employee asked to submit to a drug or alcohol test will be notified of their results by NW CALIBER, INC. within 48 hours of receiving the lab results. Every reasonable effort will be made by NW CALIBER, INC. to maintain confidentiality regarding results. If the test results are confirmed positive, the employee will be given the opportunity to explain. The employee may also have the same sample retested at a laboratory of the employee's choice, providing the lab is licensed by the state.

NW CALIBER, INC. does not tolerate the use of alcohol or nonprescription drugs on company premises or during work hours at any other employment location as required by NW CALIBER, INC... If an employee is suspected of working while under the influence of illegal drugs and/or alcohol, the employee may be suspended and required to submit to a drug and/or alcohol test. Suspension shall be without pay until the results of the test are obtained by NW CALIBER, INC... If the results are negative, the employee will be reinstated and compensated for normal hours of work missed as a result of the suspension. Positive test results may result in termination of employment.

All employees and prospective employees are hereby notified that test results may be used in arbitration, administrative hearings and court cases arising as a result of the employee's drug testing. Results will be sent to federal agencies as required by federal law. In all other instances every reasonable effort will be made by NW CALIBER, INC. to protect the confidentiality of the information.

NW CALIBER, INC.
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503-908-0675

Drug Test Consent Form

I, _____ have applied for employment with NW CALIBER, INC. I understand that as a condition for my being considered for employment at the position for which I am applying, I may be required to undergo drug and/or alcohol testing. I willingly agree to this testing and understand that if my test results are positive, I shall not be considered further by NW CALIBER, INC. for this position.

I hereby authorize any laboratory, physician or medical professional retained by NW CALIBER, INC. to conduct such testing and to provide the results to NW CALIBER, INC... I further release NW CALIBER, INC. and any person affiliated with NW CALIBER, INC. and any such institution or person conducting the testing, from liability therefore.

Signature

Date

Applicant Name (Please print)