



GUAM REGIONAL TRANSIT AUTHORITY
Government of Guam

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RESOLUTION NO.: 2015-001

WHEREAS, the Guam Regional Transit Authority is duly established under 12 GCA CHAPTER 6 and is thereby empowered to apply for and receive Federal Transit Administration (FTA) of the U.S. Department of Transportation (DOT) financial assistance; and

WHEREAS, 49 C.F.R. Part 655 and 40, as amended, requires GRTA to prepare and establish a Drug and Alcohol Testing Policy subject to DOT approval; and

WHEREAS, the Guam Regional Transit Authority desires to adopt a policy to establish guidelines to maintain a drug- and alcohol-free workplace in compliance with the Drug-Free Workplace Act of 1988 and the Omnibus Transportation Employee Testing Act of 1991; and

WHEREAS, the Guam Regional Transit Authority desires to comply with all applicable Federal regulations governing workplace anti-drug and alcohol programs in the transit industry including the Federal Transit Administration of the U.S. Department of Transportation regulations published in 49 C.F.R. Part 655, as amended, that mandates urine drug testing and breath alcohol testing for safety-sensitive positions, and prohibits performance of safety-sensitive functions when there is a positive test result, and the regulations published in 49 C.F.R. Part 40, as amended, that sets standards for the collection and testing of urine and breath specimens; and

WHEREAS, the Guam Regional Transit Authority also intends its policy to comply with the applicable requirements of the Drug-Free Workplace Act of 1988.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GUAM REGIONAL TRANSIT AUTHORITY:

1. That the Guam Regional Transit Authority Drug and Alcohol Testing Policy which is attached hereto as Exhibit "A" is hereby accepted and approved by the Board of Directors, the governing body of the Guam Regional Transit Authority.

BE IT FURTHER RESOLVED BY THE BOARD OF DIRECTORS OF THE
GUAM REGIONAL TRANSIT AUTHORITY:

1. That a copy of this Resolution and the Guam Regional Transit Authority Drug and Alcohol Testing Policy attached hereto be submitted to GRTA's Drug and Alcohol Testing Program Manager for notice and dissemination to all affected employees, as required by federal regulations.

DULY AND REGULARLY ADOPTED ON THIS 17th DAY OF NOVEMBER
2014.



Louise C. Rivera
Board Chairwoman



Gerard Cruz
Board Vice-Chairman



Jason Cruz
Board Secretary

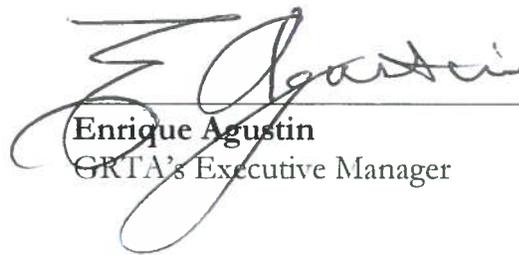


Vicente D. Gumatatao
Board Member

Andrew Tydingco
Board Member

Ginger Porter
Board Member

Attest:



Enrique Agustin
GRTA's Executive Manager



DRUG & ALCOHOL TESTING POLICY

Fiscal Year 2015

Government of Guam
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Prepared by:

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GRTA's Transportation Supervisor
(Drug & Alcohol Testing Program Manager)

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1.0 GENERAL

1.1 Definitions

The terms listed in Section 1.1 have the following definitions. The definitions of additional terms used in this policy but not listed in Section 1.1 can be found in 49 CFR Part 40.

Accident means an occurrence associated with the operation of a vehicle, if as a result: an individual dies; or an individual suffers bodily injury and immediately receives medical treatment away from the scene of the accident; or with respect to an occurrence in which the mass transit vehicle involved is a bus, electric bus, van, or automobile, one or more vehicles (including non-FTA funded vehicles) incurs disabling damage as the result of the occurrence and such vehicle or vehicles are transported away from the scene by a tow truck or other vehicle; or with respect to an occurrence in which the mass transit vehicle involved is a rail car, trolley car, trolley bus, or vessel, the mass transit vehicle is removed from operation.

Administrator means the Administrator of the Federal Transit Administration (FTA) or the administrator's designee.

Anti-drug program means a program to detect and deter the use of prohibited drugs as required by 49 CFR Part 655.

Certification means a recipient's written statement, authorized by the organization's governing board or other authorizing official that the recipient has complied with the provisions of 49 CFR Part 655. (See §655.82 and 655.83 for certification requirements).

Contractor means a person or organization that provides a safety-sensitive service for a recipient, sub-recipient, employer, or operator consistent with a specific understanding or arrangement. The understanding can be a written contract or an informal arrangement that reflects an ongoing relationship between the parties.

Covered employee means a person, including an applicant or transferee, who performs a safety-sensitive function for an entity subject to 49 CFR Part 655. A volunteer is a covered employee if: the volunteer is required to hold a commercial driver's license to operate the vehicle; or the volunteer performs a safety-sensitive function for an entity subject to 49 CFR Part 655 and receives remuneration in excess of his or her actual expenses incurred while engaged in the volunteer activity.

Disabling damage means damage that precludes departure of a motor vehicle from the scene of the accident in its usual manner in daylight after simple repairs.

Inclusion: Damage to a motor vehicle, where the vehicle could have been driven, but would have been further damaged if so driven.

Exclusions: Damage that can be remedied temporarily at the scene of the accident without special tools or parts; tire disablement without other damage even if no spare tire is available; headlamp or taillight damage; damage to turn signals, horn, or windshield wipers, which makes the vehicle inoperable.

DOT or the Department means the United States Department of Transportation.

DOT agency means an agency (or "operating administration") of the United States Department of Transportation administering regulations requiring drug and alcohol testing. See 14 CFR Part 121, appendices I and J; 33 CFR Part 95; 46 CFR Parts 4, 5, and 16; and 49 CFR Parts 199, 219, 382, and 655.

Employer means a recipient or other entity that provides mass transportation service or which performs a safety-sensitive function for such recipient or other entity. This term includes sub-recipients, operators, and contractors.

FTA means the Federal Transit Administration, an agency of the U.S. Department of Transportation.

GRTA means the Guam Regional Transit Authority, an agency of the Government of Guam, and its transit contractors.

Performing (a safety-sensitive function) means a covered employee is considered to be performing a safety-sensitive function and includes any period in which he or she is actually performing, ready to perform, or immediately available to perform such functions.

Positive rate for random drug testing means the number of verified positive results for random drug tests conducted under 49 CFR Part 655 plus the number of refusals of random drug tests required by 49 CFR Part 655, divided by the total number of random drug tests results (*i.e.*, positive, negative, and refusals) under 49 CFR Part 655.

Recipient means an entity receiving Federal financial assistance under 49 USC 5307, 5309, or 5311; or under 23 USC 103(e) (4).

Refuse to submit means any circumstance outlined in 49 CFR 40.191 and 40.261.

Safety-sensitive function means any of the following duties, when performed by employees of recipients, sub-recipients, operators, or contractors: operating a revenue service vehicle, including when not in revenue service; operating a non-revenue service vehicle, when required to be operated by a holder of a Commercial Driver's License; controlling dispatch or movement of a revenue service vehicle; carrying a firearm for security purposes; maintaining (including repairs, overhaul and rebuilding) a revenue service vehicle or equipment used in revenue service.

Vehicle means a bus, electric bus, van, automobile, rail car, trolley car, trolley bus, or vessel. A mass transit vehicle is a vehicle used for mass transportation or for ancillary services.

Violation rate for random alcohol testing means the number of 0.04 and above random alcohol confirmation test results conducted under 49 CFR Part 655 plus the number of refusals of random alcohol tests required by 49 CFR Part 655, divided by the total number of alcohol random screening tests (including refusals) conducted under 49 CFR Part 655.

1.2 Statement of Policy

The Guam Regional Transit Authority (hereinafter referred to as the "GRTA") recognizes that the use and/or abuse of alcohol or controlled substances by covered employees present a serious threat to the safety and health of the employees and the general public. GRTA's covered employees including its contractors have a responsibility to the public to deliver transit services in a safe and conscientious manner. In order to achieve as safe a job performance as possible, GRTA's covered employees including contracted employees must be able to work in a drug-free environment and themselves be free from the effects of alcohol and other job-impairing substances. Accordingly, the use by a covered employee of an intoxicating liquor, controlled substance, drug not medically authorized or any other substance, which impair job performance or poses hazards to the safety and welfare of the employee, the public or other employees, is strictly prohibited and will result in disciplinary action in accordance with the Department of Administration's Personnel Rules and Regulations (for contracted employees, refer to the employer's personnel rules and regulations)

In order to further GRTA's goal of obtaining a drug-free transit system and to be in compliance with existing Federal Transit Administration regulations, GRTA has developed a drug testing program including awareness and education programs about the problems associated with prohibited drug use and alcohol misuse for covered and/or potential covered employees. GRTA believes that the implementation of the program will help discourage substance abuse and reduce absenteeism, accidents, health care costs, and other drug-related problems. Further, GRTA believes that the drug testing program including awareness and education programs will operate as a deterrent to those covered employees who might be tempted to try drugs for the first time or who currently use drugs. Finally, GRTA believes this program will enhance the safety and health of its covered employees by fostering the early identification of drug abuse problems.

In meeting these goals, it is our policy to assure that covered employees are not impaired in their ability to perform assigned duties in a safe, productive, and healthy manner; to create a workplace environment free from the adverse effects of drug and alcohol substance abuse or misuse; to prohibit the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances; and to encourage employees to seek professional assistance anytime personal problems, including alcohol or drug dependency, adversely affect their ability to perform their assigned duties.

1.3 Purpose

The purpose of this policy is to assure worker fitness for duty and to protect our employees, passengers and the public from the risks pose by the use of alcohol and prohibited drugs. This policy also complies with all applicable Federal regulations governing workplace anti-drug programs in the transit industry. The Federal Transit Administration (FTA) of the U.S. Department of Transportation (DOT) has enacted 49 CFR Part 655 that mandates urine drug testing and breath or saliva alcohol testing for safety-sensitive positions and prevents performance of safety-sensitive functions when there is a positive test result. The U.S. DOT has also enacted 49 CFR Part 40 that sets standards for the collection and testing of urine and breath or saliva specimens. In addition, the U.S. DOT has enacted 49 CFR Part 29 Subpart F, "The Drug-Free Workplace Act of 1988", which requires the establishment of drug-free workplace policies and the reporting of certain drug-related offenses to the FTA. Matters concerning employee discipline, however, are not mandated by federal regulations but are addressed under Department of Administration Personnel Regulations. Contract employees of GRTA shall be subject to disciplinary actions in accordance with employer (contractor) personnel regulations.

1.3 Applicability

This policy applies to all covered transit system employees, paid part-time employees, contract employees, and contractors when they are on transit property or when performing any transit-related safety-sensitive functions. This policy applies to off-site lunch periods or breaks when an employee is scheduled to return to work. Moreover, this policy applies just before the employee is to perform safety-sensitive function or just after the employee has ceased performing such function.

A safety-sensitive function is any duty related to the safe operation of mass transit service including the operation of a revenue vehicle (whether or not the vehicle is in revenue service), dispatch, maintenance of a revenue service

vehicle or equipment used in revenue service), security personnel who carry firearms, and any other employee who holds a Commercial Driver's License. A complete list of safety sensitive positions is attached on Appendix A of this policy.

1.5 Stand-Down Waivers for Drug Testing

GRTA shall not stand-down a covered employee with a confirmed positive drug test or refusal before the Medical Review Officer (MRO) has completed the verification process. However, GRTA may petition the Federal Transit Administration for a waiver allowing GRTA to stand-down an employee following a report of a laboratory confirmed positive drug test or refusal, pending the outcome of the verification process. Each petition for a waiver must be in writing and include facts and justification to support the waiver. Each petition must satisfy the substantive requirements for obtaining a waiver, as provided in 49 CFR 40.21. Each petition for a waiver must be submitted to: Office of Safety and Security Federal Transit Administration, U.S. Department of Transportation, 400 Seventh Street, SW. Washington, D.C. 20590.

1.6 Preemption of State and Local Laws

Except as provided in the paragraph below, GRTA's Drug & Alcohol Testing Policy preempts any State or local law, rule, regulation, or order to the extent that: compliance with both the State or local requirement and any requirement of 49 CFR Part 655 is not possible; or compliance with the State or local requirement is an obstacle to the accomplishment and execution of any requirement of 49 CFR Part 655.

GRTA's Drug & Alcohol Testing Policy shall not be construed to preempt provisions of State criminal laws that impose sanctions for reckless conduct attributed to prohibited drug use or alcohol misuse leading to actual loss of life, injury, or damage to property, whether the provisions apply specifically to transportation employees or GRTA or to the general public.

1.7 Starting Date for Testing Programs

GRTA must have an anti-drug and alcohol misuse testing program in place by the date GRTA begins operations.

1.8 Prohibited Conduct

Any employee engaged in the manufacture, distribution, dispensing, possession, or use of prohibited substances on transit authority premises, in transit vehicles, in uniform, or while on transit authority business will be subject to disciplinary action up to and including termination. Law enforcement shall be notified, as appropriate, where criminal activity is suspected.

Any covered employee who is reasonably suspected of being intoxicated, impaired, under the influence of prohibited substances, or not fit for duty shall be suspended from job duties pending an investigation and verification of condition. Employees found to be under the influence of prohibited substance or who fail to pass a drug or alcohol test shall be removed from duty and subject to disciplinary action. A drug or alcohol test is considered positive if the individual is found to have a quantifiable presence of a prohibited substance in the body above the minimum thresholds defined in 49 CFR Part 40, as amended.

1.9 Participation in Drug and Alcohol Testing Program

Participation in GRTA's Drug and Alcohol Testing Program is a requirement of each covered employee and, therefore, is a condition of employment. Thus, each covered employee is required to submit to drug and alcohol testing. A covered employee who refuses to submit to the required drug and alcohol testing shall be removed from duty and referred for disciplinary actions. Behavior constituting refusal to submit to drug and alcohol testing includes the following:

Drug Testing Refusal. A covered employee has refused to take a drug test if the employee:

Fails to appear for any test (except a pre-employment test) within a reasonable time, as determined by GRTA,

consistent with applicable DOT agency regulations, after being directed to do so by GRTA.

Fails to remain at the testing site until the testing process is complete; provided, that a covered employee who leaves the testing site before the testing process commences (see 49 CFR 40.63 (c)) for a pre-employment test is not deemed to have refused to test;

Fails to provide a urine specimen for any drug test required by 49 CFR part 655 or DOT agency regulations; provided, that a covered employee who does not provide a urine specimen because he or she has left the testing site before the testing process commences (see 49 CFR 40.63 (c)) for a pre-employment test is not deemed to have refused to test;

In the case of a directly observed or monitored collection in a drug test, fails to permit the observation or monitoring of the provision of a specimen (see 49 CFR 40.67(l) and 40.69(g));

Fails to provide a sufficient amount of urine when directed, and it has been determined, through a required medical evaluation, that there was no adequate medical explanation for the failure (see 49 CFR 40.193(d) (2));

Fails or declines to take an additional drug test GRTA or collector has directed the covered employee to take (see, for instance, 49 CFR 40.197(b));

Fails to undergo a medical examination or evaluation, as directed by the MRO as part of the verification process, or as directed by the Designated Employer Representative (DER) under 49 CFR 40.193(d). In the case of a pre-employment drug test, the employee is deemed to have refused to test on this basis only if the pre-employment test is conducted following a contingent offer of employment. If there was no contingent offer of employment, the MRO will cancel the test; or

Fails to cooperate with any part of the testing process (e.g., refuse to empty pockets when directed by the collector, behave in a confrontational way that disrupts the collection process, fails to wash hands after being directed to do so by the collector).

For an observed collection, fails to follow the observer's instructions to raise clothing above the waist, lower clothing and underpants, and to turn around to permit the observer to determine if there is any type of prosthetic or other device that could be used to interfere with the collection process.

Possesses or wears a prosthetic or other device that could be used to interfere with the collection process.

Admits to the collector or MRO that he or she adulterated or substituted the specimen.

If the MRO reports that a covered employee has a verified adulterated or substituted test result, a covered employee has refused to take a drug test.

If a covered employee refuses to take a drug test, the employee incurs the consequences specified under DOT agency regulations for a violation of those DOT agency regulations.

When a covered employee refuses to take a non-DOT test or to sign a non-DOT form, a covered employee has not refused to take a DOT test. There are no consequences under DOT agency regulations for refusing to take a non-DOT test.

Alcohol Testing Refusal. A covered employee is considered to have refused to take an alcohol test if the employee:

Fails to appear for any test (except a pre-employment test) within a reasonable time, as determined by GRTA, consistent with applicable DOT agency regulations, after being directed to do so by the GRTA;

Fails to remain at the testing site until the testing process is complete; provided, that a covered employee who leaves the testing site before the testing process commences (see 49 CFR 40.243(a)) for a pre-employment test is not deemed to have refused to test;

Fails to provide an adequate amount of saliva or breath for any alcohol test required by 49 CFR part 655 or DOT agency regulations; provided, that an employee who does not provide an adequate amount of breath or saliva because he or she has left the testing site before the testing process commences (see 49 CFR 40.243(a)) for a pre-employment test is not deemed to have refused to test;

Fails to provide a sufficient breath specimen, and the physician has determined, through a required medical evaluation, that there was no adequate medical explanation for the failure (see 49 CFR 40.265(c));

Fails to undergo a medical examination or evaluation, as directed by the GRTA as part of the insufficient breath procedures outlined at 49 CFR 40.265(c);

Fails to sign the certification at Step 2 of the ATF (see 49 CFR 40.241(g) and 40.251(d)); or

Fails to cooperate with any part of the testing process.

If the covered employee refuses to take an alcohol test, the employee incurs the same consequences specified under DOT agency regulations for a violation of those DOT agency regulations.

When a covered employee refuses to take a non-DOT test or to sign a non-DOT form, the employee has not refused to take a DOT test. There are no consequences under DOT agency regulations for such a refusal.

1.10 Treatment Requirements

All covered employees are encouraged to make use of the available resources for treatment for alcohol and substance abuse problems. Under certain circumstances, covered employees may be required to undergo treatment for substance abuse. Any covered employee who refuses or fails to comply with GRTA's requirements for treatment, aftercare, or return to duty shall be subject to disciplinary action, up to and including termination.

Covered employees should be aware that, while GRTA remains committed to assisting troubled employees, we would only do so for those employees who voluntarily come forward and seek help prior to notification of a test. Verified positive drug test results for prohibited drugs or confirmed alcohol test results for alcohol use will result in termination.

1.11 Notification of Criminal Drug Conviction

Any covered employee who fails to immediately notify GRTA of any criminal drug statute conviction shall be subjected to disciplinary actions, up to and including termination. Any covered employee convicted for a violation of a criminal drug statute must inform their direct supervisor no later than five (5) days after such conviction. All supervisors must inform GRTA's Executive Manager immediately upon notification of such conviction. GRTA will report conviction of criminal drug offense to FTA as per 49 CFR 29.635 (Drug-Free Workplace Requirement).

1.12 Proper Application of the Policy

GRTA is dedicated to assuring fair and equitable application of this substance abuse policy. Therefore, supervisors and managers are required to use and apply all aspects of this policy in an unbiased and impartial manner. Any supervisor or manager who knowingly disregards the requirements of this policy, or who is found to deliberately misuse the policy in regard to subordinates, shall be subject to disciplinary action, up to and including termination.

1.13 System Contact and Designated Employer Representative (DER)

Any person with questions regarding this policy or any other aspects of the drug-free and alcohol-free transit programs should contact the following designated government agency representative:

Mr. Enrique Agustin
GRTA's Executive Manager
Guam Regional Transit Authority
P.O. Box 2896
Hagatna, Guam 96932
Tel. No.: (671) 475-4686

Alternate: Mr. Ronaldo Dalisay
GRTA's Transportation Supervisor
Guam Regional Transit Authority
P.O. Box 2896
Hagatna, Guam 96932
Tel. No.: (671) 300-7255

2.0 PROGRAM REQUIREMENTS

2.1 Requirement to Establish an Anti-Drug Use and Alcohol Misuse Program

GRTA shall establish an anti-drug use and alcohol misuse program consistent with the requirements of 49 CFR Part 655 ("Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations") and 49 CFR Part 40 ("Procedures for Transportation Workplace Drug and Alcohol Testing Programs").

2.2 Required Elements of an Anti-Drug Use and Alcohol Misuse Program

GRTA's drug and alcohol testing policy shall comply with the required elements of an anti-drug use and alcohol misuse program under 49 CFR 655.12.

2.3 Other Requirements Imposed by GRTA

GRTA may not impose requirements that are inconsistent with, contrary to, or frustrate the provisions of 49 CFR Part 655 and 49 CFR Part 40.

2.4 Education and Training Programs

GRTA shall establish an employee education and training program for all covered employees, including:

Education. The education component shall include display and distribution to every covered employee of: informational material and a community service hot line telephone number for employee assistance, if available.

Training for covered employees. Covered employees must receive at least 60 minutes of training on the effects and consequences of prohibited drug use on personal health, safety, and the work environment, and on the signs and symptoms that may indicate prohibited drug use.

Training for Supervisors. Supervisors who may make reasonable suspicion determinations shall receive at least 60 minutes of training on the physical, behavioral, and performance indicators of probable drug use and at least 60 minutes of training on the physical, behavioral, speech, and performance indicators of probable alcohol misuse.

2.5 Requirement to Disseminate Policy

GRTA shall provide written notice to every covered employee of GRTA's anti-drug and alcohol misuse policies and procedures.

2.6 Notice Requirement

Before performing a drug or alcohol test under 49 CFR part 655, GRTA shall notify a covered employee that the test is required by the Federal Transit Administration under 49 CFR Part 655. GRTA shall not falsely represent that a test is administered under 49 CFR Part 655.

3.0 PROHIBITED DRUG

"Prohibited Substances" addressed by this policy shall include the following:

3.1 Illegally Used Controlled Substances or Drugs

Under the FTA regulations, prohibited illegal substances include: marijuana (THC), cocaine; amphetamines, opiates, and phencyclidine (PCP). This policy prohibits the use of any illegal drug or substance identified in Schedules I through V of Section 202 of the Controlled Substance Act (21 U.S.C. 812) and as further defined by 21 CFR 1300.11 through 1300.15. This includes the FTA prohibited substances as well as any drug not approved for medical use by the U.S. Drug Enforcement Administration or the U.S. Food and Drug Administration. Illegal use includes use of any illegal drug, misuse of legally prescribed drugs, and use of illegally obtained prescription drugs.

3.2 Legal Drugs

The appropriate use of legally prescribed drugs and non-prescription medications is not prohibited. However, the use of any substance which carries a warning label that indicates that mental functions, motor skills or judgment may be adversely affected should be reported to transit system supervisor. In addition, the covered employee must obtain a written release from the attending physician releasing the person to perform their job duties any time they obtain a performance-altering prescription.

A legally prescribed drug means that individual has a prescription or other written approval from a physician for the use of a drug in the course of medical treatment. It must include the patient's name, the name of the substance, quantity/amount to be taken, and the period of authorization. The misuse or abuse of legal drugs while performing transit business is prohibited.

3.3 Prohibited Drug Use

Any covered employee who is reasonably suspected of being under the influence of a prohibited drug, or not fit for duty shall be suspended from job duties pending an investigation and verification of condition. Covered employees who fail to pass a drug test shall be removed from duty and subject to disciplinary action, up to and including termination. A drug test is considered positive if the individual is found to have a quantifiable presence of a prohibited drug in the body above the minimum thresholds defined in 49 CFR Part 40. No employee shall be permitted to operate a GRTA vehicle if convicted of operating a motor vehicle while under the influence of a prohibited drug.

3.4 Drug Testing

GRTA shall test a covered employee for prohibited drugs and drug metabolites in the following circumstances: pre-employment, post-accident, reasonable suspicion, random, and return to duty/follow-up. When administering a drug test, GRTA shall ensure that the following drugs are tested for:

- (a) Marijuana (THC);
- (b) Cocaine;
- (c) Amphetamines,
 - (1) Amphetamine,
 - (2) Methamphetamine,
 - (3) MDMA,
 - (4) MDA,
 - (5) MDEA;
- (b) Opiates,
 - (1) Codeine,
 - (2) Morphine
 - (3) 6-AM (heroin); and
- (c) Phencyclidine (PCP).

Consumption of these substances is prohibited at all times.

4.0 PROHIBITED ALCOHOL USE

The use of beverages containing alcohol or substances, including any medication, mouthwash, food, candy, or any other substance such that alcohol is present in the body while performing transit business, is prohibited.

4.1 Alcohol Testing

GRTA shall establish an alcohol testing program that tests a covered employee for alcohol in the following circumstances: post-accident, reasonable suspicion, random, and return to duty/follow-up. GRTA does not require pre-employment alcohol testing of its potential employees. GRTA shall prohibit a covered employee, while having an alcohol concentration of 0.04 or greater from reporting for duty to perform a safety-sensitive function or remaining on duty while performing a safety-sensitive function.

4.2 On Duty Use

GRTA shall prohibit a covered employee from using alcohol while performing safety-sensitive functions. GRTA having actual knowledge that a covered employee is using alcohol while performing safety-sensitive functions shall not permit the employee to perform or continue to perform safety-sensitive functions.

4.3 Pre-Duty Use

General. GRTA shall prohibit a covered employee from using alcohol within (4) four hours prior to performing safety-sensitive functions. GRTA having actual knowledge that a covered employee has used alcohol within (4) four hours of performing a safety-sensitive function shall not permit the employee to perform or continue to perform safety-sensitive functions.

On-call employees. GRTA shall prohibit the consumption of alcohol for the specified on-call hours of each covered employee who is on-call. The procedure shall include: the covered employee shall have the opportunity to acknowledge the use of alcohol at the time he or she is called to report to duty and the inability to perform his or her safety-sensitive function; if a covered employee has acknowledged the use of alcohol, but claims ability to perform his or her safety-sensitive function, GRTA shall require the covered employee to take an alcohol test prior to performing safety-sensitive function.

4.4 Use Following an Accident

GRTA shall prohibit alcohol use by any covered employee required to take a post-accident alcohol test under 49 CFR 655.44 for (8) eight hours following the accident or until he or she undergoes a post-accident alcohol test, whichever occurs first.

4.5 Other Alcohol-Related Conduct

GRTA shall not permit a covered employee tested under the provisions of Section 5.0 of this policy, who is found to have an alcohol concentration of 0.02 or greater, but less than 0.04, to perform or continue to perform safety-sensitive functions, until: the covered employee's alcohol concentration measures less than 0.02; or the start of the covered employee's next regularly scheduled duty period, but not less than (8) eight hours following administration of the test.

Except as provided in the paragraph above, GRTA shall not take any action under this policy against a covered employee based solely on test results showing an alcohol concentration less than 0.04. Any covered employee with confirmed alcohol test of greater than 0.04 shall not be permitted to perform safety-sensitive functions or continue to perform safety-sensitive functions. The covered employee with a confirmed alcohol test of greater than 0.04 shall be subjected to disciplinary action, up to and including termination.

5.0 TYPES OF TESTING

5.1 Pre-Employment Drug Testing

Before allowing a covered employee or applicant to perform a safety-sensitive function for the first time, GRTA must ensure that the employee takes a pre-employment drug test administered under 49 CFR Part 655 and 40 with a verified negative result. GRTA may not allow a covered employee, including an applicant, to perform a safety-sensitive function unless the employee takes a drug test with a verified negative result. When a covered employee or applicant has previously failed or refused a pre-employment drug test, the covered employee must present to GRTA proof of successfully having completed a referral, evaluation and treatment plan as described in Subsection 7.3 of this policy - Referral, evaluation, and treatment.

GRTA may not transfer an employee from a non safety-sensitive function to a safety-sensitive function until the employee takes a pre-employment drug test administered under 49 CFR Part 655 with a verified negative result.

If a pre-employment drug test is cancelled, GRTA shall require the covered employee or applicant to take another pre-employment drug test under 49 CFR Part 655 with a verified negative result.

When a covered employee or applicant has not performed a safety-sensitive function for 90 consecutive calendar days regardless of the reason, and the covered employee has not been in GRTA's random selection pool during that time frame, GRTA shall ensure that the employee takes a pre-employment drug test with a verified negative result.

5.2 Pre-Employment Alcohol Testing

GRTA is not required by 49 CFR Part 655 to conduct pre-employment alcohol testing of its covered employees or applicants. As a result, GRTA does not conduct pre-employment alcohol testing.

5.3 Reasonable Suspicion Testing

GRTA shall conduct a drug and/or alcohol test when GRTA has reasonable suspicion to believe that the covered employee has used a prohibited drug and/or engaged in alcohol misuse.

GRTA's determination that reasonable suspicion exists shall be based on specific, contemporaneous, articulable observations concerning the appearance, behavior, speech, or body odors of the covered employee. A supervisor(s) or other company official(s) who is trained in detecting the signs and symptoms of drug use and alcohol misuse must make the required observations.

Alcohol testing is authorized under Subsection 5.3 only if the observations required by the second paragraph of Subsection 5.3 are made during, just preceding, or just after the period of the workday that the covered employee is required to be in compliance with 49 CFR Part 655. GRTA may direct a covered employee to undergo reasonable suspicion testing for alcohol only while the covered employee is performing safety-sensitive functions; just before the employee is to perform safety-sensitive functions; or just after the employee has ceased performing such functions.

If an alcohol test required by Section 5.3 is not administered with 2 (two) hours following the determination under the second paragraph of Section 5.3, GRTA shall prepare and maintain on file a record stating the reasons the alcohol test was not promptly administered. If an alcohol test required by Section 5.3 is not administered within 8 (eight) hours following the determination under the second paragraph of Section 5.3, GRTA shall cease attempts to administer an alcohol test and shall state in the record the reasons for not administering the test.

5.4 Post-Accident Testing

Accidents:

Fatal accidents: As soon as practicable following an accident involving the loss of human life, GRTA shall conduct drug and alcohol tests on each surviving covered employee operating the mass transit vehicle at the time of the accident. GRTA shall also drug and alcohol test any other covered employee whose performance could have contributed to the accident, as determined by GRTA using the best information available at the time of the decision.

Nonfatal accidents: As soon as practicable following an accident not involving the loss of human life in which a mass transit vehicle is involved, GRTA shall drug and alcohol test each covered employee operating the mass transit vehicle at the time of the accident unless GRTA determines, using the best information available at the time of the decision, that the covered employee's performance can be completely discounted as a contributing factor to the accident. GRTA shall also drug and alcohol test any other covered employee whose performance could have contributed to the accident, as determined by GRTA using the best information available at the time of the decision. If an alcohol test required by this section is not administered within 2 (two) hours following the accident, GRTA shall prepare and maintain on file a record stating the reasons the alcohol test was not promptly administered. If an alcohol test required by this section is not administered within 8 (eight) hours following the accident, GRTA shall cease attempts to administer an alcohol test and maintain the record. Records shall be submitted to FTA upon request of the Administrator.

GRTA shall ensure that a covered employee required to be drug tested under Section 5.4 is tested as soon as practicable but within 32 (thirty-two) hours of the accident.

A covered employee who is subject to post-accident testing who fails to remain readily available for such testing, including notifying GRTA or the GRTA representative of his or her location if he or she leaves the scene of the accident prior to submission to such test, may be deemed by GRTA to have refused to submit to testing.

The decision not to administer a drug and/or alcohol test under Section 5.4 shall be based on GRTA's determination, using the best available information at the time of the determination that the employee's performance could not have contributed to the accident. Such a decision must be documented in detail, including the decision-making process used to reach the decision not to test.

Nothing in Section 5.4 shall be construed to require the delay of necessary medical attention for the injured following an accident or to prohibit a covered employee from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident or to obtain necessary emergency medical care.

The results of a blood, urine, breath or saliva test for the use of prohibited drugs or alcohol misuse, conducted by Federal, State, or local officials having independent authority for the test, shall be considered to meet the requirements of Section 5.4, provided such test conforms to the applicable Federal, State, or local testing requirements, and that the test results are obtained by GRTA. Such test results may be used only when GRTA is unable to perform a post-accident test within the required period noted in the first, second, and third paragraphs of Section 5.4.

5.5 Random Testing

The minimum annual percentage rate for random drug testing shall be 25 percent of covered employees and the random alcohol-testing rate shall be 10 percent. These rates are subject to annual review by the Administrator. The current FY 2015 annual percentage rate for drug testing as determined by the Administrator is 25 percent and the current rate for alcohol testing is 10 percent.

The selection of employees for random drug and alcohol testing shall be made by a scientifically valid method, such as a random number table or a computer-based random number generator that is matched with employees' Social Security numbers, payroll identification numbers, or other comparable identifying numbers. Under the selection process used, each covered employee shall have an equal chance of being tested each time selections are made.

GRTA shall randomly select a sufficient number of covered employees for testing during each calendar year to equal an annual rate not less than the minimum annual percentage rates for random drug and alcohol testing determined by the Administrator.

GRTA shall ensure that random drug and alcohol tests conducted under 49 CFR Part 655 and 40 are unannounced and unpredictable, and that the dates for administering random tests are spread reasonably throughout the calendar year. Random testing must be conducted during all time periods when safety-sensitive functions are performed.

GRTA shall require that each covered employee who is notified of selection for random drug or random alcohol testing proceeds to the test site immediately. If the employee is performing a safety-sensitive function at the time of the notification, GRTA shall instead ensure that the employee ceases to perform the safety-sensitive function and proceeds to the testing site immediately.

A covered employee shall only be randomly tested for prohibited drug use or alcohol misuse while the employee is performing safety-sensitive functions; just before the employee is to perform safety-sensitive functions; or just after the employee has ceased performing such functions. A covered employee may be randomly tested for prohibited drug use anytime while on duty.

5.6 Return to Duty Testing Following Refusal to Submit to a Test, Verified Positive Drug Test Result and/or Breath Alcohol Test Result Greater than 0.04

Where a covered employee refuses to submit to a test, has a verified positive drug test result, and/or has a confirmed alcohol test result greater than 0.04, GRTA, before returning the employee to duty to perform a safety-sensitive function, shall follow the procedures outlined in 49 CFR Part 40.

5.7 Follow-Up Testing After Returning to Duty

GRTA shall conduct follow-up testing of each employee who returns to duty, as specified in 49 CFR Part 40, subpart O.

5.8 Retesting of Covered Employees with an Alcohol Concentration of 0.02 or Greater but Less Than 0.04

If GRTA chooses to permit the employee to perform a safety-sensitive function within 8 hours of an alcohol test indicating an alcohol concentration of 0.02 or greater but less than 0.04, GRTA shall retest the covered employee to ensure compliance with the provision of Section 4.5. The covered employee may not perform safety-sensitive functions unless the confirmation alcohol test result is less than 0.02.

5.9 Refusal to Submit to a Drug or Alcohol Test

GRTA shall require a covered employee to submit to a post-accident drug and alcohol test required under Section 5.4, a random drug and alcohol test required under Section 5.5, a reasonable suspicion drug and alcohol test required under Section 5.3, or a follow-up drug and alcohol test required under Section 5.7. GRTA shall not permit a covered employee who refuses to submit to such a test to perform or continue to perform safety-sensitive functions. Where an employee refuses to submit to a test, GRTA shall follow the procedures outlined in 49 CFR Part 40.

5.10 Employee Requested Testing

Any employee who questions the results of a required drug test under Section 5.0 of this policy may request that an additional test be conducted. This test must be conducted at a different testing DHHS-certified laboratory. The test must be conducted on the split sample that was provided at the same time as the original sample. The method of collecting, storing and testing the split sample will be consistent with the procedures set forth in 49 CFR Part 40. The employee's request for a re-test must be made to the Medical Review Officer with 72 hours of notice of the initial test result. Requests after 72 hours will be accepted as provided in the regulations - refer to 49 CFR Part 40.171.

5.11 Blind Specimen

GRTA has aggregate of fewer than 2,000 DOT-covered employees. As a result, GRTA is not required to provide blind specimen.

5.12 Discipline

The following discipline will be taken in the event of a positive test result under any of the following:

Pre-employment. A covered employee who tested positive as a result of a pre-employment drug test will be considered disqualified from further consideration for employment as per Section 5.1.

Reasonable Suspicion. A covered employee who tested positive as a result of a reasonable cause circumstance will be removed from duty and referred for disciplinary action.

Post Accident. A covered employee who tested positive as a result of drug test taken after a reportable or other accident will be removed from duty and referred for disciplinary action.

Random. A covered employee who tested positive as a result of a random drug test will be removed from duty and referred for disciplinary action.

Insubordination. A covered employee who refused to provide a urine specimen or refuses to execute any relevant documentation (e.g., Custody and Control Form, Release and Consent Form), fails to properly cooperate with collection site personnel or engages in any conduct which creates reason to believe a specimen has been altered or substantiated, will be removed from duty and referred for disciplinary action – please see also Section 1.9.

6.0 DRUG AND ALCOHOL TESTING PROCEDURES

6.1 Compliance with Testing Procedures Requirements

The drug and alcohol testing procedures in 49 CFR Part 40 apply to GRTA and its transit contractors covered by 49 CFR Part 655, and must be read together with 49 CFR Part 655, unless expressly provided otherwise in 49 CFR Part 655. Testing Procedures will conform to 49 CFR Part 40, as amended.

6.2 Substance Abuse Professional (SAP)

The SAP must perform the functions in 49 CFR Part 40 subpart O. Please refer to 49 CFR Part 40.

6.3 Supervisor Acting as Collection Site Personnel

GRTA shall not permit an employee with direct or immediate supervisory responsibility or authority over another employee to serve as the urine collection person, breath alcohol technician, or saliva-testing technician for a drug or alcohol test of the employee.

7.0 CONSEQUENCES

7.1 Action when an Employee has a Verified Positive Drug Test Result or has a Confirmed Alcohol Test Result of 0.04 or Greater, or Refuses to Submit to a Test

Immediately after receiving notice from a medical review officer (MRO) that a covered employee has a verified positive drug test result, GRTA shall require that the covered employee cease performing a safety-sensitive function; and immediately after receiving notice from a Breath Alcohol Technician (BAT) that a covered employee has a confirmed alcohol test result of 0.04 or greater, GRTA shall require that the covered employee cease performing a safety-sensitive function; if an employee refuses to submit to a drug or alcohol test required 49 CFR part 655, GRTA shall require that the covered employee cease performing a safety-sensitive function.

Before allowing the covered employee to resume performing a safety-sensitive function, GRTA shall ensure that the covered employee meets the requirements of 49 CFR Part 40 for returning to duty, including taking a return to duty drug and/or alcohol test.

7.2 Report of a Diluted Specimen

If the MRO informs GRTA that a positive drug test was dilute, GRTA shall treat the test as a verified positive test. GRTA must not direct the covered employee to take another test based on the fact that the specimen was dilute.

If the MRO informs GRTA that a negative test was dilute, GRTA takes the following action:

If the MRO directs GRTA to conduct a recollection under direct observation (i.e., because the creatinine concentration of the specimen was equal to or greater than 2mg/dL, but less than or equal to 5 mg/dL (see 49 CFR 40.155(c)), GRTA must do so immediately.

Otherwise (i.e., if the creatinine concentration of the dilute specimen is greater than 5 mg/dL), GRTA does not require the employee to take another test immediately for all drug testing situations.

The following provisions apply to all tests GRTA directs an employee to take under the second paragraph of Section 7.2 when a negative test was diluted and the MRO directs GRTA to conduct a recollection under direct observation: GRTA must ensure that the employee is given the minimum possible advance notice that he or she must go to the collection site; GRTA must treat the result of the test GRTA directed the employee to take under the second paragraph of Section 7.2 - and not a prior test - as the test result of record, on which GRTA rely for purposes of 49 CFR part 655; if the result of the test GRTA directed the employee to take under the third paragraph of Section 7.2 is also negative and dilute, GRTA is not permitted to make the employee take an additional test because the result was dilute; if the employee declines to take a test GRTA directed him or her to take under the second paragraph of Section 7.2, the employee has refused the test for purposes of 49 CFR part 655 and DOT agency regulations.

7.3 Referral, Evaluation, and Treatment

If a covered employee has a verified positive drug test result, or has a confirmed alcohol test of 0.04 or greater, or refuses to submit to a drug or alcohol test required by 49 CFR part 655, GRTA shall advise the employee of the resources available for evaluating and resolving problems associated with prohibited drug use and alcohol misuse, including the names, addresses, and telephone numbers of substance abuse professionals (SAPs) and counseling and treatment programs.

7.4 Insurance Benefits

Treatment for drug and alcohol abuse may be a covered benefit under the employee's individual health insurance policy.

7.5 Confidentiality

GRTA respects the confidentiality and privacy rights of all of its employees including the contractor's employees. Accordingly, the results of any test administered under this policy and/or the identities of any employees participating in a rehabilitation program will not be revealed by GRTA to anyone without the express written consent of the employee. Refer to 49 CFR Part 40 Subpart P – Confidentiality and release of information.

8.0 ADMINISTRATIVE REQUIREMENTS

8.1 Retention of Records

General requirement: GRTA shall maintain records of its anti-drug and alcohol misuse program as provided in this section. The records shall be maintained in a secure location with controlled access.

Period of retention: In determining compliance with the retention period requirement, each record shall be maintained for the specified minimum period of time as measured from the date of creation of the record. GRTA shall maintain the records in accordance with the following schedule: *Five years.* Records of covered employee verified positive drug or alcohol test results, documentation of refusals to take required drug or alcohol tests, and covered employee referrals to the substance abuse professional, and copies of annual MIS reports submitted to FTA. *Two years.* Records related to the collection process and employee training. *One year.* Records of negative drug or alcohol test results.

Types of records: The following specific records must be maintained:

Records related to the collection process: Collection logbooks, if used; documents relating to the random selection process; documents generated in connection with decisions to administer reasonable suspicion drug or alcohol tests; documents generated in connection with decisions on post-accident drug and alcohol testing; MRO documents verifying existence of a medical explanation of the inability of a covered employee to provide adequate urine or breathe sample.

Records related to test results: GRTA's copy of the custody and control form; documents related to the refusal of any covered employee to submit to a test required by 49 CFR Parts 655 and 40; documents presented by a covered employee to dispute the result of a test administered under 49 CFR Parts 655 and 40.

Records related to referral and return to duty and follow-up testing: Records concerning a covered employee's entry into and completion of the treatment program recommended by the substance abuse professional.

Records related to employee training: Training materials on drug use awareness and alcohol misuse, including a copy of the GRTA's policy on prohibited drug use and alcohol misuse; names of covered employees attending training on prohibited drug use and alcohol misuse and the dates and times of such training; documentation of training provided to supervisors for the purpose of qualifying the supervisors to make a determination concerning the need for drug and alcohol testing based on reasonable suspicion; certification that any training conducted under 49 CFR Parts 655 and 40 complies with the requirements for such training; copies of annual MIS reports submitted to FTA.

8.2 Reporting of Results in a Management Information System

GRTA's Drug and Alcohol Testing Program Manager shall submit to FTA's Office of Safety and Security or its designated agent the Management Information System Report as per 49 CFR Part 655.72.

8.3 Access to Facilities and Records

Except as required by law, or expressly authorized or required in Section 8.3, GRTA may not release information pertaining to a covered employee that is contained in records required to be maintained by 49 CFR Part 655.71.

A covered employee is entitled, upon written request, to obtain copies of any records pertaining to the covered employee's use of prohibited drugs or misuse of alcohol, including any records pertaining to his or her drug or alcohol tests. GRTA shall provide promptly the records requested by the employee. Access to a covered employee's records shall not be contingent upon the GRTA's receipt of payment for the production of those records.

GRTA shall permit access to all facilities utilized and records compiled in complying with the requirements of 49 CFR Part 655 to the Secretary of Transportation or any DOT agency with regulatory authority over GRTA or any of its employees or to a State oversight agency authorized to oversee mass transit systems.

GRTA shall disclose data for its drug and alcohol testing programs, and any other information pertaining to GRTA's anti-drug and alcohol misuse programs required to be maintained by 49 CFR Part 655, to the Secretary of Transportation or any DOT agency with regulatory authority over GRTA or covered employee or to a State oversight agency authorized to oversee mass transit systems, upon the Secretary's request or the respective agency's request.

When requested by the National Transportation Safety Board as part of an accident investigation, GRTA shall disclose information related to GRTA's drug or alcohol testing related to the accident under investigation.

Records shall be made available to a subsequent employer upon receipt of a written request from the covered employee. Subsequent disclosure by GRTA is permitted only as expressly authorized by the terms of the covered employee's request.

GRTA may disclose information required to be maintained under 49 CFR Part 655 pertaining to a covered employee to the employee or the decision maker in a lawsuit, grievance, or other proceeding initiated by or on behalf of the individual, and arising from the results of a drug or alcohol test under 49 CFR Part 655 (including, but not limited to, a worker's compensation, unemployment compensation, or other proceeding relating to a benefit sought by the covered employee.)

GRTA shall release information regarding a covered employee's record as directed by the specific, written consent of the employee authorizing release of the information to an identified person.

GRTA may disclose drug and alcohol testing information required to be maintained under 49 CFR Part 655, pertaining to a covered employee, to the State oversight agency or grantee required to certify to FTA compliance with the drug and alcohol testing procedures of 49 CFR Parts 40 and 655.

9.0 CERTIFYING COMPLIANCE

9.1 Grantee Oversight Responsibility

GRTA shall ensure that the recipients of funds under 49 U.S.C. 5309, or 5311 comply with 49 CFR Part 655.

9.2 Compliance as a Condition of Financial Assistance

GRTA may not be eligible for Federal financial assistance under 49 U.S.C. 5307, 5309, or 5311 or under 23 U.S.C. 103(e)(4), if GRTA fails to establish and implement an anti-drug and alcohol misuse program as required by 49 CFR Part 655. Failure to certify compliance with these requirements, as specified in 49 CFR Part 655.83, may result in the suspension of a grantee's eligibility for Federal funding. GRTA is subject to criminal sanctions and fines for false statements or misrepresentations under 18 U.S.C. 1001. Each State shall certify compliance on behalf of its 49 U.S.C. 5307, 5309, or 5311 or 23 U.S.C. 103(e)(4) subrecipients, as applicable. In so certifying, the State shall ensure that each subrecipient is complying with the requirements of 49 CFR Part 655. A section 5307, 5309, 5311 or 103 (e)(4) subrecipient, through the administering State, is subject to suspension of funding from the State if such subrecipient is not in compliance with 49 CFR Part 655.

9.3 Requirement to Certify Compliance

GRTA as a recipient of FTA financial assistance shall annually certify compliance, as set forth in 49 CFR Part 655.82, to the applicable FTA Regional Office. A certification must be authorized by GRTA's governing board and must be signed by a party specifically authorized to do so. GRTA will be ineligible for further FTA financial assistance if GRTA fails to establish and implement an anti-drug and alcohol misuse program in accordance with 49 CFR Part 655.



GUAM REGIONAL TRANSIT AUTHORITY

Government of Guam

Eddie B. Calvo, Governor
Raymond S. Tenorio, Lt. Governor
Enrique Agustin, Executive Manager

P.O. Box 2896
Hagatna, Guam 96932

Phone: (671) 475-4686 or 475-4616
Fax: (671) 475-4600



APPENDIX "A"

SAFETY-SENSITIVE EMPLOYEES SUBJECT TO TESTING

Bus Operations:

Full-Time Volunteer Bus Drivers (holder of a commercial driver's license)

Part-Time Volunteer Bus Drivers (holder of a commercial driver's license)

Full-Time Regular and Temporary Bus Drivers

Part-Time Regular and Temporary Bus Drivers

Transportation Supervisors

Transportation Dispatch:

Full-Time Volunteer Dispatchers

Part-Time Volunteer Dispatchers

Full-Time Regular and Temporary Dispatchers

Part-Time Regular and Temporary Dispatchers

Dispatch Supervisors

Bus Maintenance:

Full-Time Volunteer Mechanics/Mechanic Helpers/Body Men

Part-Time Volunteer Mechanics/Mechanic Helpers/Body Men

Full-Time Regular and Temporary Mechanics/Mechanic Helpers/Body Men

Part-Time Regular and Temporary Mechanics/Mechanic Helpers/Body Men

Mechanic Supervisors

MROCC

Medical Review Officer Certification Council

Certifies that

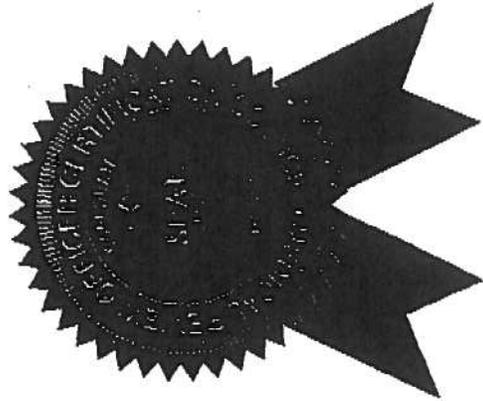
STEPHEN J. KRACHT, D.O.

has successfully met all eligibility and examination criteria
and is hereby designated a

Certified Medical Review Officer

Effective this 30th day of JULY 2013

Expires on 30th day of JULY 2018



Certificate No.

13-10111

Elizabeth Grusch MD
Chairman, Board of Directors

Michael D. Holland MD
Secretary, Board of Directors



Theodore F. Shults, MS, JD
Chairman
(919) 489-5407

American Association of Medical Review Officers

April 16, 2012

Verification of Certification for: Stephen Kracht, D.O.
eScreen, Inc.
P.O. Box 25902
Overland Park KS 66255-590

Certification Number: 020508284

Current Certification Date: April 06, 2012

Certification Expiration Date: April 06, 2017

This notice serves as verification that the above-referenced physician has been certified as a Medical Review Officer (MRO) through the American Association of Medical Review Officers (AAMRO).

For all physicians certified or recertified by AAMRO after October 1, 2010 will have to attend an MRO training program and take the exam. Recertification is required every five years to remain in good standing.

The referenced physician is listed in the AAMRO registry of Certified Medical Review Officers (www.aamro.com).

Theodore F. Shults, J.D., M.S.
Chairman

URINE SPECIMEN COLLECTION TECHNICIAN
DOT Compliance Testing - Paramex Screening Services - Chico CA

CERTIFICATE OF Completion

IN THE ALPHA PRO SOLUTIONS TRAINING COURSE IS PRESENTED TO

Daphne C. Mathews
DOT DRUG TEST TECHNICIAN

For successfully completing the required DOT training as outlined in US DOT 49 CFR Part 40 training guidelines. This technician has completed all DOT Drug Test Training & Refresher requirements. All verifications, mock collections, affidavits, and testing proficiency have been validated by DOT Compliance Testing / Paramex Screening Services / 1450 Sherman Avenue, Chico CA, 95926. To verify the authenticity of this certification, call 530-895-3203 or follow the link below.

Date of Examination
September 3, 2014
Date of Proficiency Collections
September 4, 2014
Validated at Paramex / Chico
September 6, 2014



Certificate Expiration: September 6, 2019

Thomas Goodman
Program Director: Thomas Goodman
Trainer/Collection Monitor: Aura Tedtaotao
Test Validation # DURZHBSJKD



Validation No. DURZHBSJKD

This Certificate is awarded to

Daphne C Mathews

for successfully completing the

Alpha Pro Solutions

Drug Test Collector (Urine) Training Course

Based on US DOT 49 CFR Part 40 Training Guidelines

- Meets DOT's Basic Knowledge Requirements
- Meets DOT's Qualification Training Requirements

(Hands-on Proficiency Demonstrations must be completed separately to meet all DOT training requirements.)

Date of Examination: Wednesday, September 03, 2014

Continuing Education Hours: Four Certificate Number: DURZHBSIKD

Refresher Date: Saturday, September 03, 2016; Expiration Date: Tuesday, September 03, 2019



Certificate validated by Alpha Pro Solutions, Inc.
www.alphapro-solutions.com

Certificate

PARAMEX SCREENING

DOT COMPLIANCE TESTING - PARAMEX SCREENING SERVICES
Main Office: 1750 Sherman Avenue, Chicago, IL 60610, CA-95926, 530-895-3208

Certificate of Achievement

Paramex Screening Services certifies that

Donna Bueno Woodrome

Has successfully completed the U.S. Department of Transportation, requirements as outlined in 49 CFR Part 40 for Drug Test Collector Training and Proficiency and is certified as a

DOT Drug Test Collector Technician

Certified on August 24th, 2012 in Tamuning, Guam

Expiration Date: August 24th, 2017

Daphne Mathews
Specimen Collection Instructor

Thomas S. Goodman
President, Paramex Screening