
DRUG & ALCOHOL TESTING PROGRAM

The Board directs the Superintendent to establish programs and procedures as mandated by and in accordance with Federal Motor Carrier Safety Administration (FMCSA) controlled substances and alcohol testing rules.

RECORD RETENTION AND REPORTING

The Superintendent or designee is responsible for developing procedures for securely retaining records collected under this policy with controlled access and for the time periods established by the federal regulations. The Superintendent or designee is also responsible for developing procedures for reporting data collected under this policy as required by the federal regulations.

EDUCATION AND TRAINING

The Superintendent or designee shall adopt educational materials that explain the requirements of this policy and the federal program. The educational materials shall be distributed to each driver prior to the start of the testing program and to each driver subsequently hired or transferred into a position covered by this policy. Each driver, after receiving a copy of the materials, shall sign a certificate of receipt and the District shall maintain the original of the receipt.

Supervisors designated to determine if reasonable suspicion exists that a driver is under the influence of alcohol or controlled substances must have training in identifying the indicators of probable alcohol misuse and use of controlled substances.

CROSS REFERENCE *Policy 5201* *Drug Free Work Place*

LEGAL REFERENCES *49 CFR §§ 382.101 -*
382.6045
49 CFR §§ 392.5

POLICY ADOPTED *December 12, 1994*
RE-ADOPTED *February 12, 1996*
RENUMBERED *May 12, 2003*
REVISED *September 12, 2011*