
Ascot Enterprises, Inc.

Post Accident Drug Screen

INTRODUCTION: Ascot Enterprises, Inc. recognizes that our employees are our most valuable assets and the most important contributors to our continued growth and success. Ascot Enterprises, Inc. is firmly committed to safety, to doing everything possible to prevent workplace accidents, and to providing a safe working environment for all of our employees. To further this commitment, we have worked with our insurance carrier to develop and institute a mandatory Post-Accident Drug and Alcohol Testing Policy. The new policy is effective March 8, 2004 and applies to, in accordance with applicable laws, **all Ascot Enterprises, Inc.** employees involved in work-related accidents and injuries. This policy also reinforces our intolerance of illegal drug use and working under the influence of alcohol.

PROCEDURE: Any employee involved in a work-related accident must inform a supervisor immediately. If medical attention is required, employees will be directed to [INSERT CLINIC USED FOR DRUG TESTING] to provide a urine and/or breath sample as soon as possible following the accident. If possible, urine and breath tests will be performed in conjunction with the necessary medical treatment. The Medical Review Officer will release the test results to the Human Resources, or General Manager at Ascot Enterprises, Inc.; and, in turn, the Human Resources, or General Manager is required to release the test results to Ascot Enterprises, Inc.'s workers' compensation insurance carrier. The breath alcohol test and/or urine analysis will test for the following non-prescribed illegal substances:

- Amphetamines (speed, pep pills)
- Benzodiazepines (valium)
- Cocaine (including crack)
- Methaqualone (quaaludes)
- Phencyclidine (PCP)
- Barbiturates (depressants)
- Cannabinoids (marijuana)
- Methadone (morphine)
- Opiates (heroin)
- Propoxyphene (darvon)

CONSEQUENCES: Any employee who tests positive for alcohol or any of the illegal substances listed above will be immediately terminated from Ascot Enterprises, Inc. In addition, any employee who refuses to submit to the testing procedure will be immediately terminated.

Once again, our goal is to provide a safe working environment for all employees, protecting employees and company property, in order to continue our dedication to the highest quality standards and continued growth.

The undersigned acknowledges receipt of the foregoing Accident Drug Screening Policy that he/she has read and fully understands it, and agrees to be bound by its terms, in all respects.

Employee Name: _____

(Please print)

Date: _____

Employee Signature: _____

