

DELIVERING PROMISES AND DRIVING SUCCESS



THE TRANSPORTATION SOLUTION

CRST Non-DOT Hair Testing Policy and Procedures

Applicability: This policy applies to prospective applicants who have made an application, whether written or oral, to CRST for a safety-sensitive position which requires a commercial driver's license under part 383 of the Federal Motor Carrier Safety Regulations. This policy applies only to hair testing for the presence of the following drugs:

Marijuana Metabolites (THC)

Cocaine Metabolites

Opioids

Phencyclidine

Amphetamines (including Methamphetamines)

Procedure: Testing under this policy will be completed by trained collection personnel at an approved collection site. The collector will use a collection kit provided by an approved/accredited laboratory. A sample of hair will be collected from the back of the head, just below the crown. The typical sample contains 90-120 strands of hair of no longer than 1.5" in length and is taken from the portion of hair that is closest to the skin. The collection should not typically be cosmetically noticeable. In the event the donor does not have head hair or their head hair is thin and/or sparse, hair will be collected from the body - beard, mustache, arm hair, leg hair, chest hair, or underarm hair. Hair samples will then be placed in foil provided, which will then be placed in the hair specimen pouch and sealed. The prospective applicant will then complete the seal and chain of custody form, which certifies that the sample in the container is his/hers/theirs, the sample was collected close to the skin, and that he/she/they watched the collector seal the hair specimen pouch. The specimen will then be sent to a government certified laboratory where it will be tested for the controlled substances listed above.

If there is insufficient quantity of hair the prospective applicant will be given 45 days to grow the appropriate amount of hair. If, after 45 days, there is still an insufficient quantity, applicant will be denied.

Prospective applicants who have a medical condition that prohibits them from growing head or body hair may be exempt from the hair test, provided they provide medical documentation from their primary medical provider or provider approved by the DER and will be required to submit to alternative testing.

Prospective employees who sincerely hold religious beliefs prohibit the cutting of the head hair may substitute body hair for testing.

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Alternative Non-DOT Controlled Substance Testing-Only applicable when the applicant is excused from Non-DOT Hair Testing

If an applicant is unable to complete Non-DOT Hair Testing due to a medical and/or religious circumstance, the applicant will be subject to an alternative Non-DOT Controlled Substance Test.

Non-DOT 5 Panel Urine Controlled Substance Test:

Driver will be placed into a separate random selection, where the driver will be tested, unannounced, once a month for a period of three months.

Confirmed Positive Result: Upon receipt of a confirmed positive for drugs in violation of this policy, or upon the refusal of a prospective applicant to provide a testing sample, the prospective applicant will no longer be eligible for employment with CRST and will not be hired. The refusal to hire shall be based only on the results of the drug test or the prospective applicant's refusal to provide a sample for testing. CRST will provide the prospective applicant with the confirmed positive results of the test, in writing, and will also provide the name and address of the Medical Review Officer (MRO) who made the report.

Access to Results: A prospective employee for whom a confirmed positive test result is reported shall, upon written request, have access to any records relating to the drug test, including records of the laboratory where the testing was conducted and any records relating to the results of any relevant certification or review by a medical review officer. A prospective employee may obtain these records only if they request them within fifteen (15) calendar days from the date the prospective employee is provided written notice of the results of the drug test.