

# Gregory Services LLC

## Employee Screening Professionals

13 Lafayette Street

Milford, CT 06460

203-882-9826

Click to go to Website: [www.gregoryservices.com](http://www.gregoryservices.com)

### DOT Compliance Guidelines

As a result of a catastrophic subway accident in New York involving alcohol misuse, Congress enacted the Omnibus Employee Testing Act of 1991. This Act required that the Department of Transportation (DOT) develop and regulate programs that would require drug and alcohol testing of transportation workers not already covered by interstate transportation regulations.

#### Who Qualifies

- A person must have a CDL license to operate any of the following Commercial Vehicles:
- A single vehicle with gross vehicle rating (GVWR) of 26,001 pounds or more
- A trailer with GVWR of more than 10,000 if the gross combination weight is 26,001 or more pounds
- Is designed to transport 16 or more passengers, including driver
- Any size vehicle that transports hazardous material

#### Conditions for testing

All persons classified as above must be tested for drugs and alcohol.

Alcohol will be tested for by Breath Analysis and Drugs by Urine Analysis.

These tests must be done in a specific manner and will be performed under the conditions stated below:

**Pre-Employment** - Prior to reporting for work (Drugs Only)

**Random** - On a random basis each year

- 50% of drivers must be tested for drugs
- 10% of drivers must be tested for alcohol

\*\*\*For instructions with complying with the DOT requirement of THE RANDOM  
**DRUG SCREENING PROGRAM call Gregory Services, LLC @ 203-882-9826.**

**Reasonable Suspicion** - Based upon drug performance, appearance and behavior

**Return-to-Duty / Follow-Up** - Applies to a driver who has previously tested positive on a drug or alcohol test, and who has been removed from their safety sensitive position, successfully completed a rehabilitation or counseling program and is now returning to duty.

**Post-Accident** - An accident where one or more of the following occurs :

- Driver is issued a moving violation citation and someone requires medical treatment away from the scene of the accident
- Driver receives a citation for a moving violation and one or more vehicles must be towed from the scene of the accident
- A fatality occurred

Alcohol must be tested for within 2 hours (testing can be extended to 8 hours with a report of reason) and within 32 hours for drugs after the accident. Note : Law Enforcement Officials can not perform these tests.

## **Consequences**

Any driver testing positive for drugs or alcohol concentration of .04% or greater must be removed from his or her safety sensitive position until Substance Abuse Professional (SAP) has evaluated them. If a rehabilitation program is required, the driver must participate in such programs as recommended by the SAP. Before being released back to work, the driver must be :

- Re-Evaluated by the SAP to determine whether the employee has successfully complied with recommended treatment
- Re-Tested with an alcohol test with a result of .02% alcohol concentration or less, or a controlled substance test with a verified negative result if the conduct involved a controlled substance
- Subject to follow-up testing as directed by the SAP. This recommendation could be made for testing to be done for the maximum period of 60 months. Drivers must be tested a minimum of six times over the following 12 months.

A driver with an alcohol concentration of .02% but less than .04% must be removed from his or her safety sensitive duties until their next regular report to duty time, or 24 hours, whichever is greater, and produce a negative breath alcohol test.

## **Education**

DOT compliance is not simply testing; it requires a complete drug and alcohol prevention program. This program must include :

1. A written company policy (Company Policy must be provided to each impacted employee prior to first day of duty. Employer must obtain proof that such policy was provided to each employee.)
2. An employee education program
3. A supervisor training program that includes
  - 60 minutes of alcohol education
  - 60 minutes of drug awareness

**\*\*For assistance with initiating such educational programs, contact Gregory Services, LLC at 203-882-9826.**

## **Employers Responsibilities**

1. DOT requires that all employers obtain, with the driver's consent, information on the driver's alcohol and drug testing results, including refusals to be tested, within the preceding two years of employment. This information must be obtained and reviewed 14 days after first using the employee in a safety sensitive position.
2. If a driver has previously tested positive for drugs or alcohol they are not eligible to be hired for a driving position, unless they can show proof of having been evaluated by a SAP and met the requirements of the follow-up
3. testing requirements.
4. These instructions for compliance with DOT regulations must be adhered to completely. If for any reason, you should feel that your company is not operating in compliance with these DOT regulations do not hesitate to call GREGORY SERVICES, LLC @ 203-882-9826.

Sincerely,

Cara Tomasini  
Compliance Manager

# **Gregory Services LLC**

## **Employee Screening Professionals**

13 Lafayette Street  
Milford, CT 06460  
203-882-9826  
[www.gregoryservices.com](http://www.gregoryservices.com)

### **ACKNOWLEDGMENT FORM**

#### **Guidelines for DOT Compliance**

I, \_\_\_\_\_,

A representative of \_\_\_\_\_,  
acknowledge receipt of "Guidelines for DOT Compliance" provided by Gregory Services, LLC.

I have read and understand the requirements for DOT Compliance.

---

Signature

---

Date

**Please sign and return to:**

Gregory Services, LLC  
13 Lafayette Street  
Milford, CT 06460

**or Fax to 203-882-9827**