

**RSPA
FIELD INSPECTION FORM
ANTI-DRUG PROGRAM**

OPERATOR:	INSPECTION UNIT:
INSPECTOR(S):	DATE:
OPERATOR PERSONNEL:	
TYPE OF OPERATOR:	
OPID	

Type of Facility: Gas Transmission Pipeline Hazardous Liquid Pipeline
 Gas Distribution System Liquefied Natural Gas

Anti-Drug Plan and Policy developed by:

Operator
 Contractor
 Consortium

Anti-Drug Testing Program administered by:

Operator
 Contractor
 Consortium

Contractor records maintained by:

Operator
 Contractor
 Consortium

Specimen collection conducted by:

Operator Personnel On-Site
 Operator Personnel Off-Site
 Contractor Personnel On-Site
 Contractor Personnel Off-Site

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§199.1 Scope and compliance		
COMPLIANCE	CRITERION	GUIDANCE
April 20, 1990 <u> X </u> August 21, 1990 <u> </u> Other Date <u> </u> §199.1 (b)	When did operator commence anti-drug program? <i>Revised Plan – 3/1/04</i>	Plan must specify date program commenced.
§199.3 Definitions		
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A §199.3/§195.50	Does plan contain applicable accident definition as defined in §191.3 or §195.50?	Plan must contain one or both definitions.
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A §199.3/§40.3	Does plan contain complete definition of "covered employee" as defined in §199.3 and §40.3?	Plan should address "applicants." Covered Employee: Any person who performs an operation, maintenance, or emergency-response on the pipeline or LNG facility that is regulated by Parts 192, 193, or 195.
§199.5 DOT Procedures		
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A §199.5	Does the inspection unit/location personnel understand what specific code must be followed?	Parts 199 and 40.
§199.7 Stand-down waivers		
Covered Under Headquarters Inspection		
§199.9 Pre-emption of State and Local Laws		
Covered Under Headquarters Inspection		
§199.101 Anti-drug plan		
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A §199.101	Does the inspection unit/location have available a copy of the company's written anti-drug plan?	

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§ 199.103 Use of persons who fail or refuse a drug test		
COMPLIANCE	CRITERION	GUIDANCE
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A §199.103	Does the inspection unit/location state what the policy is on employees who test positive?	
§199.105 Drug tests required		
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A §199.105(a)	<p>Pre-Employment Testing</p> Does the inspection unit/location address what the policy is on pre-employment testing?	At least 60 minutes of training is required on the specific, contemporaneous physical, behavior and performance indicators of probable drug use.
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A §199.105(b)	<p>Post-Accident Testing</p> Does the inspection unit/location address what the policy is on post-accident testing?	
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A § 199.105(c)	<p>Random Testing</p> Does the inspection unit/location address what the policy is on random testing?	
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A §199.105(d)	<p>Reasonable Cause</p> Does the inspection unit/location address what the policy is for determining reasonable cause testing?	
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A §199.105(d)	a. Do supervisors, making the reasonable cause determinations, have the required training?	

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§199.11 Drug test required		
COMPLIANCE	CRITERION	GUIDANCE
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A §199.105(d)	b. Does more than one supervisor make the decision for reasonable cause testing?	Two supervisors are required to make a reasonable cause determination. One is required for 50 or fewer covered employees.
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A §199.105(d)	c. If training records are available, are they adequate? Return-to-duty testing	
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A § 199.105(e)	Does the inspection unit/location address what the policy is on return-to-duty testing? Follow-up testing	
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A § 199.105(f)	Does the inspection unit/location address what the policy is on follow-up testing?	
§199.107 Drug testing laboratory		
Covered Under Headquarters Inspection		
§199.109 Review of drug testing results		
Covered Under Headquarters Inspection		
§199.111 Retention of samples and retesting		
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A §199.111	Are employees informed of the company policy concerning retention of samples and retesting?	Note: 60 days of receipt of the final test result from the MRO in the case of a single specimen collection.
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A §199.111	Do employees understand the time period to request a retest if a sample is found to be positive?	72 hours of receipt of the final test result from the MRO in the case of a split specimen collection.
§199.113 Employee Assistance Program (EAP)		
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A §199.113	Does the inspection unit/location have access to an EAP?	

COMMENTS

