

DRUG & ALCOHOL POLICY

of

CRANESVILLE BLOCK CO. INC.

EFFECTIVE NOVEMBER 1, 2006

FOR

**CDL DRIVERS
AND
CDL MECHANICS**

It is the policy of CRANESVILLE BLOCK CO. INC.. that their employees subject to testing be free of substance abuse and alcohol abuse. Consequently, the use of illegal drugs by such employees is prohibited. Further, employees subject to testing shall not use alcohol to engage in "prohibited conduct" as defined herein. The overall goal of this policy is to ensure a drug and alcohol-free transportation environment and to reduce accidents, injuries, and fatalities.

Types of Tests:

Pursuant to regulations promulgated by the Department of Transportation (DOT), the Company has implemented six circumstances for drug and alcohol tests: (1) pre-employment testing - drug only, (2) post-accident testing, (3) random testing, (4) reasonable suspicion testing, (5) return-to-duty testing, (6) follow-up testing.

Refusal to Test:

Refusal to submit to the types of drug and alcohol tests employed by the Company will be grounds for refusal to hire applicants and to terminate employment of existing employees subject to testing. Refusal to test shall mean either failure to provide an adequate breath or urine sample without valid medical explanation or engaging in any conduct that would obstruct the implementation of any test required hereunder.

Consequences of Policy Violation:

Any employee subject to testing who becomes unqualified or engages in prohibited conduct as set forth herein will be terminated.

Pre-Employment Testing:

All applicants for driving positions must submit to urine drug tests. Any employee subject to testing who is out of work on Disability or Worker's Compensation more than 30 days will have their name removed from the Random Selection List and be required to have a "pre-employment" drug test before their return to work.

Within 14 days of performing a safety sensitive function, Federal Regulations require that the Company obtain certain drug testing records from employees subject to testing previous employers for the previous three years. As a condition to employment, the employees subject to testing shall provide the Company with a written authorization for all previous employers within the past three years to release such drug testing records as required under federal regulation.

Random Tests:

CRANESVILLE BLOCK CO. INC., conducts random drug and alcohol testing. The Company or its agents will submit all employees subject to testing to a random selection system. The random selection system provides an equal chance for each employee subject to testing to be selected each time random selection occurs. Random selections will be reasonably spread throughout the year. The Company will drug test, at a minimum, 50% of the average number of employees subject to testing in each calendar year. The Company will select, at a minimum, 10% of the average number of employees subject to testing for random alcohol testing. Random selection, by its very nature, may result in employees subject to testing being selected in successive selections or more than once a calendar year. Alternatively, some employees subject to testing may not be selected in a calendar year.

If an employee subject to testing is selected at random, for either a drug or alcohol testing, a company official will notify the employee. Once notified, the employee must take action intended to lead to a collection. If the employee engages in conduct that does not lead to a collection as soon as possible after notification, such conduct will be considered a refusal to test.

Post-Accident Tests:

When an employee subject to testing is involved in an accident where a fatality is involved, the employee shall submit to post-accident drug and alcohol testing. If there are two CDL employees subject to testing in the cab when involved in an accident with a fatality, both must be tested. Where an employee subject to testing is involved in a recordable accident and receives a citation for a moving violation arising from the accident, the employee also must submit to a drug and alcohol test. Following any accident, the employee must contact the Company as soon as possible.

The DOT requires that any time a post-accident drug or alcohol test is required, that it be performed as soon as possible following the accident (382.303). If no alcohol test is administered within two hours following the accident, the employer shall prepare and maintain on file a record stating the reasons the test was not promptly administered. If no alcohol test can be administered within eight hours, attempts to collect a breath sample shall cease and the employer shall prepare and maintain the same record. If no mine collection can be obtained for purposes of post-accident drug testing within thirty-two (32) hours, attempts to make such collection shall cease and the employer shall again prepare and maintain on file a record stating the reasons the test was not promptly administered.

In the event that Federal, State, or local officials conduct breath or blood tests for the use of alcohol and/or urine test for the use of controlled substances following an accident, these tests shall be considered to meet the requirements of this section, provided the tests conform to applicable Federal, State, or local requirements. The employee will sign a release allowing the company to obtain the test result from Federal, State, or local officials.

In the event an employee subject to testing is so seriously injured that the employee cannot provide a urine or breath specimen at the time of the accident, the employee must provide necessary authorization for the Company to obtain hospital records or other documents, including blood tests, that would indicate whether there were controlled substances or alcohol in the employee's system at the time of the accident.

Reasonable Cause / Reasonable Suspicion Test:

Reasonable cause / reasonable suspicion for requiring an employee subject to testing to submit to drug and/or alcohol testing shall be deemed to exist when such employee manifests physical or physiological symptoms or reactions commonly attributed to the use of controlled substances or alcohol. Such employee conduct must be witnessed by at least one supervisor trained in compliance with 382.603.

Prohibited Conduct:

The following shall be considered "prohibited conduct" for purposes of this policy:

No employee subject to testing shall report for duty or remain on duty while having an alcohol concentration of .02 or greater.

No employee subject to testing shall be on duty or operate a commercial motor vehicle while the employee possesses alcohol unless the alcohol is manifested and transported as part of a shipment.

No employee subject to testing shall use alcohol while performing safety-sensitive functions.

No employee subject to testing shall perform safety-sensitive functions within four (4) hours after using alcohol.

No employee subject to testing shall report for duty or remain on duty when the employee uses any controlled substance, except when use is pursuant to the instructions of a physician who has advised the employee that the substance does not adversely affect the employee's ability to operate a commercial motor vehicle.

No employee subject to testing required to take a post-accident alcohol test shall use alcohol for eight (8) hours following the accident or until he/she undergoes a post-accident alcohol test, whichever occurs first.

No employee subject to testing shall refuse to submit to a post-accident alcohol or drug test, a random alcohol or drug test, a reasonable suspicion alcohol or drug test, or a follow-up alcohol or drug test.

If CRANESVILLE BLOCK CO. INC.. has actual knowledge or has reason to believe that a driver has engaged in prohibited conduct, the Company may require the driver to submit to drug and/or alcohol testing.

If an employee subject to testing engages in prohibited conduct, the employee is not qualified to drive a commercial motor vehicle and shall be immediately removed from service and terminated.

Drug Urinalysis:

Drug testing will be performed through urinalysis. Urinalysis will test for the presence of drugs and/or metabolites of the following controlled substances: (1) marijuana, (2) cocaine, (3) opiates, (4) amphetamines, (5) phencyclidine (PCP).

The urinalysis procedure starts with the collection of a urine specimen. Urine specimens will be submitted to a SAMHSA-approved laboratory for testing. As part of the collection process, the specimen provided will be split into two vials: a primary vial and a secondary vial. The SAMHSA certified laboratory will perform initial screenings on all primary vials. In the event that the primary specimen tests positive, a confirmation test of that specimen will be performed before being replied by the laboratory to the MRO as a positive.

All laboratory results will be replied by the laboratory to a Medical Review Officer (MRO) designated by the Company. Negative test results shall be reported by the MRO to the Company. Should the MRO reply that a negative random drug test was "dilute", CRANESVILLE BLOCK CO. INC.. will direct the employee to take another test immediately. Before replying a positive test result to the Company, the MRO will attempt to contact the employee subject to testing to discuss the test result. If the MRO is unable to contact the employee directly, the MRO will contact the Company management official designated in advance by the Company, who shall in turn contact the employee and direct the employee to contact the MRO. Upon being so directed, the employee shall contact the MRO immediately or, if after the MRO's business hours and the MRO is unavailable, at the start of the MRO's next business day. In the MRO's sole discretion, a determination will be made as to whether a result is positive or negative.

An individual testing positive may make a request of the MRO to have the secondary vial tested. The employee subject to testing may request that the secondary vial be tested by a different SAMHSA certified lab than tested the primary specimen. The individual making the request for a test of the second specimen must prepay all costs associated with the test. The request for testing of a second specimen is timely if it is made to the MRO within 72 hours of the individual being notified by the Company of a positive test result.

Pursuant to DOT regulation, individual test results for employees subject to testing /applicants and employees subject to testing will be released to the Company and will be kept strictly

confidential unless consent for the release of the test results has been obtained. Any individual who has submitted to drug testing in compliance with this policy is entitled to receive the results of such testing upon timely written request.

Alcohol Tests:

CRANESVILLE BLOCK CO. INC.. will perform alcohol tests using either an evidential breath testing device or a saliva screen test. The Company may provide use of these devices through a vendor or agent. The employee subject to testing shall report to the testing site as notified by the Company. The evidential breath testing device will be operated by a certified breath alcohol technician and the saliva screen test will be operated by a certified saliva alcohol technician. The employee shall follow all instructions given by the technician. In the event that an employee, on the basis of the test, has a blood-alcohol content of .02 to .0399, the employee shall be removed from duty for 24 hours or until their next scheduled on-duty time, whichever is longer. Applicants are not medically qualified until after the 24-hour time-frame expires. Tests indicating a blood-alcohol concentration of .04 or over is considered prohibited conduct which will result in termination. All alcohol tests shall be performed just prior to, during, or just after a safety-sensitive function.

Training:

CRANESVILLE BLOCK CO. INC.. shall ensure supervisors designated to determine whether reasonable suspicion exist to require an employee subject to testing to undergo testing under 382.307 receive at least 60 minutes of training on alcohol misuse and receive at least an additional 60 minutes of training on controlled substances use. The training shall cover the physical, behavioral, speech, and performance indicators of probable alcohol misuse and use of controlled substances.

CRANESVILLE BLOCK CO. INC.. shall provide educational materials that explain the requirement of 382.601 and the employer's policies and procedures with the respect to meeting these requirements. The materials supplied to employees subject to testing may include information on additional employer policies with respect to the use or possession of alcohol or controlled substances. For example, the consequences for a employee subject to testing found to have a specified alcohol or controlled substances level, that are based on the employer's authority independent of 382.601. The Company shall ensure each employee subject to testing is required to sign a statement certifying that he or she has received a copy of these materials described in 382.601.

The contact person for CRANESVILLE BLOCK CO. INC.. is Kimberly Mosher. Please direct any / all inquiries of this policy to this contact person.

This policy is not intended nor should it be construed as a contract between the Company and the employee. This policy may be changed at any time at the sole discretion of the Company.

Abbreviations

BAC - Breath Alcohol Content

BAT - Breath Alcohol Technician

COC - Chain of Custody

EBT - Evidential Breath Testing

MRO - Medical Review Officer

PCP - Phencyclidine

QED - Quantitative Enzyme Diagnostic Saliva Alcohol Test

SAP - Substance Abuse Professional

SAMHSA - Substance Abuse & Mental Health Service Administration

RECEIPT

I understand and have received a copy of the Company Policy and Procedure on Alcohol and Substance Abuse. I consent to submit to alcohol and drug screening and agree to comply with all Company policies, Federal D.G.T. Regulations, and any other federal, state, and local laws or rules.

Driver/Mechanic Signature

Date