

Page #	Subject	Current	Revised
1	Date	26-Aug-21	14-Dec-23
1	Purpose		Added: Covered employees shall abide by the terms of this policy statement as a condition of employment
1	Purpose	<b>Urine and breath alcohol removed</b>	removes urine and breath alcohol specifically so that oral fluid is allowed
3	Definitions		Definition of Alternate Specimen: An authorized specimen, other than the type of specimen previously collected or attempted to be collected
3	Definitions		Definition for Collection Site: A place selected by the employer where employees present themselves for the purpose of providing a specimen for a drug test.
3	Definitions		Definition for Cutoff: The analytical value (e.g., drug or drug metabolite concentration) used as the decision point to determine a result (e.g., negative, positive, adulterated, invalid, or substituted) or the need for further testing.

4	Definitions		<p>Definition for Employee: Any person who is designated in a DOT agency regulation as subject to drug testing and/or alcohol testing. The term includes individuals currently performing safety-sensitive functions designated in DOT agency regulations and applicants for employment subject to pre-employment testing. For purposes of drug testing under 49 CFR Part 40, the term employee has the same meaning as the term “donor” as found on CCF and related guidance materials produced by the Department of Health and Human Services.</p>
4	Definitions	Initial Drug Test: (Screening Drug Test)	Changed to first test
4	Definitions	Invalid Result: The result reported by an HHS-certified laboratory in accordance with the criteria established by the HHS <b>Mandatory Guidelines</b> when ...	Removed the words "Mandatory Guidelines"
5	Definitions	<i>Laboratory:</i> Any U.S. laboratory certified by HHS under the National Laboratory Certification program as meeting standards of Subpart C of the HHS Mandatory Guidelines for Federal Workplace Drug Testing Programs; or, in the case of foreign laboratories, a laboratory approved for participation by DOT under this part.	<i>Laboratory:</i> Any U.S. laboratory certified by HHS under the National Laboratory Certification Program as meeting the <b>minimum</b> standards of HHS or, in the case of foreign laboratories, a laboratory approved for participation by DOT under 49 CFR Part 40.
5	Definitions	<i>Limit of Detection (LOD):</i> The lowest concentration at which a measurand can be identified, but (for quantitative assays) the concentration cannot be accurately calculated.	<i>Limit of Detection (LOD):</i> The lowest concentration at which the analyte (e.g., drug or drug metabolite) can be identified.

5	Definitions	<i>Limit of Quantitation:</i> For quantitative assays, the lowest concentration at which the identity and concentration of the measurand can be accurately established.	<i>Limit of Quantification (LOQ):</i> For quantitative assays, the lowest concentration at which the identity and concentration of the analyte (e.g., drug or drug metabolite) can be accurately established.
5	Definitions	<i>Non-negative test result:</i> A urine specimen that is reported as adulterated, substituted, invalid, or positive for drug/drug metabolites.	<i>Non-negative specimen:</i> A specimen that is reported as adulterated, substituted, positive (for drug(s) or drug metabolite(s)), or invalid.
5	Definitions		<i>Oral Fluid Specimen:</i> A specimen that is collected from an employee's oral cavity and is a combination of physiological fluids produced primarily by the salivary glands. An oral fluid specimen is considered to be a direct observation collection for all purposes of 49 CFR Part 40, as amended.
6	Definitions		<i>Primary specimen:</i> In drug testing, the specimen bottle that is opened and tested by a first laboratory to determine whether the employee has a drug or drug metabolite in his or her system; and for the purpose of specimen validity testing. The primary specimen is the portion of the donor's subdivided specimen designated as the primary ("A") specimen by the collector to distinguish it from the split ("B") specimen, as defined in 49 CFR Part 40, as amended.
6	Definitions	<i>Reconfirmed:</i> The result reported for a split specimen when the second laboratory is able to corroborate the original result reported for the primary specimen.	<i>Reconfirmed:</i> The result reported for a split (Bottle B) specimen when the second HHS-certified laboratory corroborates the original result reported for the primary (Bottle A) specimen.
6	Definitions	(4) Controlling the movement of a revenue service vehicle and	(4) Controlling dispatch or movement of a revenue service vehicle and

6	Definitions		<i>Specimen:</i> Fluid, breath, or other material collected from an employee at the collection site for the purpose of a drug or alcohol test.
7	Definitions		<i>Specimen Bottle:</i> The bottle that, after being sealed and labeled according to the procedures in 49 CFR Part 40, is used to hold a primary (“A”) or split (“B”) specimen during the transportation to the laboratory. In the context of oral fluid testing, it may be referred to as a “vial,” “tube,” or “bottle.”
7	Definitions		<i>Split Specimen:</i> In drug testing, the specimen that is sent to a first laboratory and stored with its original seal intact, and which is transported to a second laboratory for retesting at the employee’s request following MRO verification of the primary specimen as positive, adulterated or substituted.
7	Definitions	<i>Split Specimen Collection:</i> A collection in which the urine collected is divided into two separate bottles, the primary specimen (Bottle A) and the split specimen (Bottle B).	<i>Split specimen collection:</i> A collection in which the single specimen collected is divided into two separate specimen bottles, the primary specimen (Bottle A) and the split specimen (Bottle B).
7	Definitions	<i>Substituted specimen:</i> A urine specimen with creatinine and specific gravity values that are so diminished or so divergent that they are not consistent with normal human urine.	<i>Substituted specimen:</i> An employee’s specimen not consistent with a normal human specimen, as determined by HHS (e.g., a urine specimen, with creatinine and specific gravity values that are so diminished, or so divergent that they are not consistent with normal human urine).
7	Definitions	(2) Fail to remain at the testing site	Changed to...Fail to remain at the collection site

7	Definitions	(3) Fail to attempt to provide a breath or urine specimen. An employee who does not provide a urine or breath specimen	(3) Fail to attempt to provide a specimen. An employee who does not provide a specimen because
7	Definitions	(4) In the case of a directly-observed or monitored urine drug collection, fail to permit monitoring or observation of your provision of a specimen.	(4) In the case of a directly-observed or monitored urine collection in a drug test, fail to permit monitoring or observation of your provision of a specimen.
7	Definitions	(1) Fail to provide a sufficient quantity of urine or breath without a valid medical explanation.	Removed urine and breath
7	Definitions	...take a second test	...take an additional test
8	Definitions		<i>Undiluted (neat) oral fluid:</i> An oral fluid specimen to which no other solid or liquid has been added. For example: A collection device that uses a diluent (or other component, process, or method that modifies the volume of the testable specimen) must collect at least 1 mL of undiluted (neat) oral fluid.
8	Definitions		<i>Urine specimen:</i> Urine collected from an employee at the collection site for the purpose of a drug test.
8	Definitions	<i>Validity testing:</i> The evaluation of the specimen to determine if it is consistent with normal human urine. Specimen validity testing will be conducted on all <b>urine</b> specimens provided for testing under DOT authority. The purpose of validity testing is to determine whether certain adulterants or foreign substances were added to the <b>urine</b> , if the <b>urine</b> was diluted, or if the specimen was <b>substituted</b> .	<i>Validity testing:</i> The evaluation of the specimen to determine if it is consistent with normal human urine. Specimen validity testing will be conducted on all <b>specimens</b> provided for testing under DOT authority. The purpose of validity testing is to determine whether certain adulterants or foreign substances were added to the <b>specimen</b> , if the <b>specimen</b> was diluted, or if the specimen was <b>altered</b> .

11	Drug Statute Conviction	G. ...subject to discipline as defined in Section Q of this policy.	reference to Section Q is removed.
11	Testing Requirements	1) <b>Analytical urine</b> drug testing and <b>breath testing for alcohol</b> will be conducted as required by 49 CFR Part 40 as amended. All employees covered under FTA authority shall be subject to testing prior to performing safety sensitive duty, for reasonable suspicion, following an accident, and random as defined in <b>Section K, L, M, and N</b> of this policy, and return to duty/follow-up.	1) <b>Drug</b> testing and <b>alcohol</b> testing will be conducted as required by 49 CFR Part 40 as amended. All employees covered under FTA authority shall be subject to testing prior to performing safety-sensitive duty, for reasonable suspicion, following an accident, and random as defined <b>in this policy</b> , and return to duty/follow-up.
11	Testing Requirements	...subject to <b>urine</b> drug testing and <b>breath</b> alcohol testing .....discipline as defined in <b>Section Q</b> of this policy	urine and breath are removed from the text as well as reference to Section Q

12	Drug Testing Procedures	<p>1) ... a urine specimen will be collected using the split specimen collection method described in 49 CFR Part 40, as amended. Each specimen will be accompanied by a DOT Custody and Control Form and identified using a unique identification number that attributes the specimen to the correct individual. The specimen analysis will be conducted at a HHS certified laboratory. An initial drug screen and validity test will be conducted on the primary urine specimen. For those specimens that are not negative, a confirmatory Gas Chromatography/Mass Spectrometry (GC/MS) or Liquid Chromatography/Mass Spectrometry (LC/MS) test will be performed. The test will be considered positive if the amounts of the drug(s) and/or its metabolites identified by the GC/MS or LC/MS test are above the minimum thresholds established in 49 CFR Part 40, as amended.</p>	<p>1) The drugs that will be tested for include marijuana, cocaine, opioids, amphetamines, and phencyclidine. After the identity of the donor is checked using picture identification, a urine and/or oral fluid specimen will be collected as described in 49 CFR Part 40, as amended. Each specimen will be accompanied by a DOT Custody and Control Form and identified using a unique identification number that attributes the specimen to the correct individual. The specimen analysis will be conducted at a HHS certified laboratory. An initial drug screen and validity test will be conducted on the primary specimen. For those specimens that are not negative, a confirmatory test will be performed. The test will be considered positive if the amounts of the drug(s) and/or its metabolites identified by the confirmatory test are at or above the minimum thresholds established in 49 CFR Part 40, as amended.</p>
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13	Remove paragraph	7) The split specimen will be stored at the initial laboratory until the analysis of the primary specimen is completed. If the primary specimen is negative, the split will be discarded. If the primary specimen is positive, it will be retained in frozen storage for one year and the split specimen will also be retained for one year. If the primary is positive, the primary and the split will be retained for longer than one year for testing if so requested by the employee through the Medical Review Officer, or by the employer, by the MRO, or by the relevant DOT agency.	
14	Observed Collections	a. Consistent with 49 CFR Part 40, as amended, collection under direct observation (by a person of the same gender) with no advance notice will occur if:	a. Consistent with 49 CFR Part 40, as amended, collection under direct observation with no advance notice will occur if:
14	Observed Collections	A. iii. The laboratory reported to the MRO that the urine specimen was negative-dilute with a creatinine concentration greater than or equal to 2 mg/dL but less than or equal to 5 mg/dL, and the MRO reported the urine specimen as negative-dilute and that a second collection must take place under direct observation (see §40.197(b)(1)).	Removed the word urine
14	Observed Collections	v. The temperature on the original specimen was out of range;	v. The temperature on the original urine specimen was out of range (See §40.65(b)(5));



14	Observed Collections	vi. Anytime the employee is directed to provide another specimen because the original specimen appeared to have been tampered with.	Added the federal CFR reference... (See §40.65(c)(1)).
15	Observed Collections		<b>Added:</b> Urine collections that are required to be directly observed will be conducted by a person of the same gender as the donor as required by 49 CFR Part 40.67.
18	Post-Accident Testing	<u>FATAL ACCIDENTS</u> – A covered employee will be required to undergo <b>urine and breath testing</b>	<u>FATAL ACCIDENTS</u> – A covered employee will be required to undergo <b>drug and alcohol</b> testing
20	Random Testing	1) <u>Employees who may be covered under company authority will be selected from a pool of non-DOT-covered employees.</u>	<u>Individuals who may be covered under company authority will be selected from a pool of non-DOT-covered individuals.</u>
22	Result Of Drug/Alcohol Test	1) Any covered employee that has a verified positive drug or alcohol test, or test refusal, will be removed from his/her safety-sensitive position,	1) Any covered employee that has a verified positive drug or alcohol test, or test refusal, will be <b>immediately</b> removed from his/her safety-sensitive
22	Result Of Drug/Alcohol Test	3. b. Fail to remain at the <b>testing</b> site	3. b. Fail to remain at the <b>collection</b> site
22	Result Of Drug/Alcohol Test	3. c. Fail to attempt to provide a <b>breath or urine specimen</b> . An employee who does not provide a <b>urine or breath specimen</b>	3. c. Fail to attempt to provide a <b>specimen</b> . An employee who does not provide a <b>specimen</b>
22	Result Of Drug/Alcohol Test	3. d. In the case of a directly-observed or monitored <b>urine drug collection</b> ,	3. d. In the case of a directly-observed or monitored <b>urine collection</b> in a drug test,
22	Result Of Drug/Alcohol Test	Fail to provide a sufficient quantity of <b>urine or breath</b>	Fail to provide a sufficient quantity of <b>specimen</b> without
22	Result Of Drug/Alcohol Test	3. f. Fail or decline to take a <b>second test</b>	3. f. Fail or decline to take an <b>additional test</b>

23	Result Of Drug/Alcohol Test	3.i. Fail to follow an observer's instructions to raise and lower clothing and turn around during a <b>directly-observed test.</b>	3.i. Fail to follow an observer's instructions to raise and lower clothing and turn around during a <b>directly-observed urine collection.</b>
Several	Several Sections	References to Sections K, L, M, N, and Q	These references are removed and replaced by stating "in this policy"