

DRUG/ALCOHOL POLICY

SUBJECT:

DRUGS AND PROHIBITED SUBSTANCES IN THE WORKPLACE

PURPOSE

National Coating Mfg., Inc. is committed to the maintenance of a safe and productive working environment for our employees and others who may come into contact with our work places. Because the use of alcohol, drugs and controlled substances has been shown to substantially increase work place accidents and reduce employee dependability and productivity, the following policy is implemented to safeguard the health of our employees and others and to provide for a safe, healthy and productive working environment. Compliance with this policy is intended to create contractual or other legal obligations on the part of National Coating Mfg., Inc. or such rights on the part of any employee. Both National Coating Mfg., Inc. and each employee remain free to terminate his or her employment relationship at will.

National Coating Mfg., Inc. also reserves the right, at all times, to conduct searches or inspections, without prior announcement, of the personal effects, lockers, baggage and vehicles of any person subject to this policy, for the purpose of determining if such person is in possession of a prohibited item or substance. Illegal and unauthorized items include, but not limited to drugs, narcotics, look-alike and designer drugs, controlled substances, contraband such as drug related paraphernalia, alcohol, firearms, weapons, explosive substances and stolen property.

SCOPE

All employees, full-time and temporary, of National Coating Mfg., Inc. and all visitors subcontractors and their employees.

POLICY

A. PROHIBITION AGAINST PRESENCE OF ALCOHOL, DRUGS AND CONTROLLED SUBSTANCES

To ensure a safe, productive work environment and to safeguard National Coating Mfg., Inc. strictly prohibits the use, sale, transfer or possession of alcohol, drugs, drug paraphernalia or controlled substances on National Coating Mfg., Inc. premises or work sites. National Coating Mfg., Inc. vehicles, as well a private vehicles parked on National Coating Mfg., Inc. premises or work sites, are locations included within the prohibition. Additionally, National Coating Mfg., Inc. strictly prohibits any person with any detectable amount of drugs or controlled substances present in his or her body from being on National Coating Mfg., premises or work sites.

National Coating Mfg., Inc. further prohibits any employee from being on duty, whether on or off National Coating Mfg., Inc. premises or work sites, under the influence of alcohol or with any detectable amount of drugs or controlled substances present in his or her body. Any violation of this policy by an employee is grounds for disciplinary action up to and including termination. Any non-employee (including visitors, contractors, employees of contractors, etc.) found in violation of this policy, or suspected of being impaired, under the influence of alcohol, or has a detectable amount of drugs or controlled substances present in his or her body, may be refused entry onto or removed from National Coating Mfg., Inc. premises and denied future access. Furthermore, depending on the circumstances, other action, including notification of appropriate law enforcement agencies, may be taken against any violator of this policy.

B. LEGAL DRUGS

Any employee taking a drug or other medication, whether or not prescribed by a physician, which is known or advertised as possibly affecting or impairing judgment, coordination, or other senses, or which may adversely affect ability to perform work in a safe and productive manner, must notify his or her supervisor or other management official prior to starting work or entering National Coating Mfg., Inc.'s premises or work site. The supervisor or management official will decide if the employee can remain at work or on the work site and what work restrictions, if any, are deemed necessary or appropriate. Any employee violating this policy is subject to disciplinary action up to and including discharge.

C. TESTING

National Coating Mfg., Inc. requires all applicants for employment to submit to a urinalysis and/or breath/blood test for drugs and/or alcohol as part of their pre-employment physical and employment is conditional upon their passing the same. National Coating Mfg., Inc. also may require any employee to submit to a urinalysis and/or breath/blood test for drugs and/or alcohol in the following circumstances:

1. Following any accident or injury, regardless of fault where medical attention is required. This is to include all employee's involved.
2. Whenever required or requested by a client of National Coating Mfg., Inc. as a condition for entering the client's premises or performing services for the client.
3. Whenever an employee is suspected of violating this policy.
4. On a random selection basis and anytime deemed appropriate by

the management of National Coating Mfg., Inc., without prior announcement.

Employees will be required to sign a written consent to such examinations at the time of, and as a condition of, their initial employment, as well as at the time such examination will be discharged. The purpose of the examination is to determine whether a person has any detectable amount of drugs, alcohol or any controlled substances present in his or her body.

The following drugs/alcohol are considered by this policy to be prohibited:

AMPHETAMINE	BARBITURATE
BENZODIAZEPINE	CANNABINOID (50 ng per ML)
COCAINE	MEHADONE
METHAQUALONE	OPIATE
PHENCYCLIDINE	PROPOXYPHENE

ANY ALCOHOL OVER THE LEVEL OF .04%

D. POSITIVE RESULTS

Any existing employee whose test results are confirmed positive by a G.C./M.S. methodology will have that result reviewed by a qualified Medical Review Officer. National Coating Mfg., Inc. has retained as it's Medical Review Officer:

Any applicant/employee who has a confirmed positive test will be furnished the name of National Coating Mfg., Inc.'s M.R.O. for a review of that confirmation. The applicant may request a second test be performed at another NIDA Certified Laboratory, however, the second test will be at the applicants'/employees' expense if it is confirmed. National Coating Mfg., Inc. shall reimburse the employee should it not be. The existing employee with a confirmed positive test will be provided the opportunity for an evaluation by a substance abuse professional and referral.

F. RESULTS

As per the Fair Credit Reporting Act dated 10/7/92, all results will be reported to the Human Resources Department by:

NO PART OF THIS PUBLICATION MAY BE REPRODUCED, STORED IN A RETRIEVAL SYSTEM, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC, MECHANICAL, PHOTOCOPYING, RECORDING, OR OTHERWISE, WITHOUT THE PRIOR WRITTEN PERMISSION OF NATIONAL COATING & MFG., INC.

Acknowledgement of Receipt and Explanation

I have received a copy of NATIONAL COATING MFG., INC. policy regarding drugs and prohibited substances in the work place. The provisions of this policy have been explained to me by a representative of NATIONAL COATING MFG., INC. I have also been advised that any questions regarding this policy should be directed to the supervisor or the Personnel Manager. I understand that my continued employment with NATIONAL COATING MFG., INC. is conditioned on my acceptance of and compliance with the provisions of this policy and that a violation of the policy may result in my immediate termination. I further understand that nothing in his policy is intended to alter or restrict my right or NATIONAL COATING AND MFG., INC.'S right to terminate our employment relationship at will.

I understand and accept the terms of the above policy.



Employee Date

National
Coating Manufacturing

Witness Date