

Trinity Products Drug, Alcohol Policy and Testing Policy

Purpose

Trinity Product's drug and alcohol-free workplace policy aims to prevent employees from coming to work while using, possessing, or being under the influence of drugs or alcohol by implementing policies and procedures to deter drug use, identify potential impairment through testing, and provide support for employees struggling with drug and alcohol use or misuse issues, ultimately creating a safer and more productive work environment; its primary goal is to maintain a workplace where employees are not impaired by drugs or alcohol, thus minimizing risks related to safety and performance.

Scope

The scope of this policy includes all prospective employees of Trinity Products, and the Trinity Product's employees who are present at the Company's premises or who are engaged in, or traveling to or from, any activity, appearance or other engagement on behalf of the Company or otherwise while in the course of their employment, during work hours, or while performing work on behalf of the Company regardless of location.

Employee Assistance

Trinity Products, LLC., will assist employees who voluntarily seek help with drug or alcohol issues before being asked to submit to a drug or alcohol test under this policy, or before violating or otherwise becoming subject to discipline or termination under this or other Trinity Products policies. Such employees will be allowed to use accrued paid time off, placed on leave of absence, referred to treatment providers and/or otherwise accommodated as required by law. Employees may be required to provide documentation that they are successfully following prescribed treatment and to take and pass return-to-work, follow-up, or periodic random tests if they hold jobs that are safety-sensitive or require driving, or if they have violated this policy previously. Once a drug or alcohol test has been initiated under this policy, the employee will have forfeited the opportunity to be granted a leave of absence for treatment, and will face possible discipline, up to and including discharge.

Employees should report to work fit for duty and free of any adverse effects of illegal or recreational drugs or alcohol

Work Rules

1. Whenever employees are working, they operate any Trinity Products, LLC vehicle, machinery, are present on Trinity Products, LLC premises or are conducting company-related work offsite, they are prohibited from:
 - Using, possessing, buying, selling, manufacturing or dispensing an illegal or recreational drug (to include possession of drug paraphernalia).
 - Being under the influence of alcohol or an illegal or recreational drug as defined in this policy.
 - Possessing or consuming alcohol.

2. The presence of any detectable amount of illegal or recreational drug, illegal controlled substance or alcohol in an employee's body system, while performing company business or while in a company facility, is prohibited.
3. Trinity Products, LLC will also not allow employees to perform their duties while taking prescribed drugs that are adversely affecting their ability to perform their job duties safely and effectively. Employees taking prescribed medication must carry it in a container labeled by a licensed pharmacist or be prepared to produce the container if asked.
4. Any illegal drugs or drug paraphernalia will be turned over to an appropriate law enforcement agency and may result in criminal prosecution.

Required Testing

Pre-employment

Applicants being considered for hire and who have been provided with a conditional offer of employment must pass a drug test before beginning work. Failure of the pre-employment test or refusal to submit to testing will result in the withdrawal of a conditional offer of employment.

Post-employment

Employees may be subject to testing when being considered for a change in role, promotion, demotion, or reclassification to the same or different job title as the employees' current title. When the targeted position is more safety-sensitive than the employees' current position or responsibilities, and if the employee did not submit to a test within the consecutive twelve (12) months immediately preceding the change date. The change in role will be contingent upon negative results of a post-employment drug test.

Reasonable suspicion

Employees are subject to testing based on, but not limited to, observations of apparent or possible workplace use, possession or impairment. Refusal by an employee will be treated as a positive drug test result and will result in immediate termination of employment.

Under no circumstances will the employee be allowed to drive himself or herself to the testing facility. On-site drug testing will be arranged.

Post-accident/Injury

Employees are subject to testing when they cause or contribute to accidents that seriously damage a Trinity Product's vehicle, machinery, equipment or property or that result in an injury to themselves or another employee requiring off-site medical attention, where there is reasonable suspicion that impairment is a potential factor.

A circumstance that constitutes reasonable suspicion of impairment will be presumed to arise in any instance involving a work-related accident or injury in which an employee who was operating a

motorized vehicle (Including a Trinity Product's forklift, overhead crane, scissor lift, or aerial/man-lift) is found to be responsible for causing the accident. In any of these instances, the investigation and subsequent testing must take place within two hours following the accident, if not sooner. If reasonable suspicion of impairment is a contributing factor, transportation will be arranged for the employee to the occupational clinic for treatment and testing. Refusal by an employee will be treated as a positive test result and will result in immediate termination of employment.

Near Miss

Employees are subject to testing when they cause or contribute to a near- miss involving the potential to cause damage to Trinity Products, LLC persons, property, or processes; where the investigation provides there is reasonable suspicion that impairment was a potential factor. The investigation and subsequent testing must take place within two hours following the near miss, if not sooner. Employees subject to post near-miss alcohol/drug testing will be tested on-site by a 3rd party mobile drug testing service. Refusal by an employee will be treated as a positive test result and will result in immediate termination of employment.

Consequences

Applicants who refuse to submit to or cooperate in a drug test or who test positive will have their conditional offer of employment withdrawn and will not be allowed to reapply within 6 months.

Employees who refuse to submit to or cooperate in required tests or who use, possess, buy, sell, manufacture or dispense an illegal drug in violation of this policy will be terminated.

Employees who test positive, or otherwise violate this policy, will be subject to discipline, up to and including termination.

Employees will be paid for time spent in alcohol or drug testing.

Confidentiality

Information and records relating to positive test results, employee assistance program participation, and legitimate medical explanations provided to the MRO will be kept confidential to the extent required by law and maintained in secure files separate from normal personnel files. Such records and information may be disclosed among managers and supervisors on a need-to-know basis and may also be disclosed when relevant to a grievance, charge, claim or other legal proceeding initiated by or on behalf of an employee or applicant.

Inspections

Trinity Products, LLC reserves the right to inspect all portions of its premises for drugs, alcohol or other contraband. All employees, contract employees and visitors may be asked to cooperate in inspections of their persons, work areas and property that might conceal a drug, alcohol or other contraband. Employees who possess such contraband or refuse to cooperate in such inspections are subject to appropriate discipline, up to and including discharge. Employees and other individuals shall have no expectation of privacy while on company property or premises, during work hours, or when performing work on behalf of the company.

Crimes Involving Drugs

Trinity Products, LLC prohibits all employees, including employees performing work under government contracts, from manufacturing, distributing, dispensing, possessing or using an illegal drug in or on company premises or while conducting company business. Trinity Products, LLC employees are also prohibited from misusing legally prescribed or over-the-counter (OTC) drugs. Law enforcement personnel may be notified, as appropriate, when criminal activity is suspected.

Trinity Products, LLC does not desire to intrude into the private lives of its employees but recognizes that employees' off-the-job involvement with drugs and alcohol may have an impact on the workplace. Therefore, Trinity Products, LLC reserves the right to take appropriate disciplinary action for drug use, sale or distribution while off company premises.

As a condition of employment, employees who are convicted for a violation of a criminal drug statute occurring in the workplace must notify Trinity Products within five calendar days.

Definitions

Company premises: For this policy all property, facilities, buildings, structures, installations, work locations, work areas, or vehicles owned, operated, leased, or under the control of the Company entity to which such premises or property pertains. Private vehicles parked on premises or properties are also included under this definition. Although the vehicle used by an employee is not under the control of the Company, this Policy shall be construed as prohibiting the use of substances by the employee while traveling to and from the premises, or to any other location at which the employee has been designated to work.

Refuse to cooperate means to obstruct the collection or testing process; to submit an altered, adulterated or substitute sample; to fail to show up for a scheduled test; to refuse to complete the requested drug testing forms; or to fail to promptly provide specimen(s) for testing when directed to do so, without a valid medical basis for the failure. Employees who leave the scene of an accident without a justifiable explanation prior to submission to drug and alcohol testing will also be considered to have refused to cooperate and will automatically be subject to discharge.

Possession: To have on one's person, in one's personal effects, in one's vehicle or otherwise under one's care, custody, or control.

Illegal drug/Substance: Any alcohol, drugs, other substances whether ingested, inhaled, injected subcutaneously, or otherwise, that have known mind altering or function-altering effects upon the human body or that impair one's ability to safely perform his or her work, specifically including, but not limited to, drugs and other substances made illegal under federal or state law; "synthetic or designer" drugs: illegal inhalants; "look-alike" drugs; amphetamines, cannabinoids (marijuana and hashish), cocaine, phencyclidine (PCP), and opiates; and any drugs or other substances referenced in Schedule I through V of the Controlled Substances Act (whether or not such drugs or other substances are narcotics). Illegal drug/substance shall also mean any unauthorized substances, including over-the-counter or prescription drugs or medications, used for a purpose other than their intended purposes, used in an unsafe manner, used in an unsafe or non-prescribed or non-directed quantity or amount, used in a manner as to impair an individual's ability to safely and adequately perform job duties, and/or

used without a valid prescription or authorization, and shall also mean alcohol if used in a manner as to impair an individual's ability to safely and adequately perform job duties.

Under the Influence: The condition wherein any of the body's sensory, cognitive, or motor functions or capabilities is altered, impaired, diminished, or affected due to substances. This also means the detectable presence of substances within the body, regardless of when or where they may have been consumed.

Prescription: A valid prescription issued to the employee by a licensed health care provider authorized to issue such a prescription and used for its intended purpose as prescribed before any expiration date.

ACKNOWLEDGEMENT OF RECEIPT OF DRUG, ALCOHOL POLICY AND TESTING POLICY

I, _____, acknowledge that I have received a copy of the Trinity Products, LLC Drug/Alcohol Policy and Testing Policy. I have read and understand the Policy. I understand that, if I violate the Policy, I may be subject to disciplinary action, including termination. I further understand that, under the Policy, I may be subject to post-accident/injury and reasonable suspicion drug or alcohol testing. I also understand that if I am asked to submit to a drug or alcohol test, and refuse to do so, I may be subject to disciplinary action, including termination. I will contact my supervisor if I have any questions about any aspect of the Policy. I further understand that I am an employee-at-will and that the Policy does not alter that status.

Date_____
Employee Name_____
Signature**CONSENT FOR DRUG OR ALCOHOL TESTING**

I have received, read and understand the Drug/Alcohol Policy and Testing Policy of Trinity Products, LLC
I hereby voluntarily consent to allow _____ (the "Laboratory") to
take a specimen of my breath, hair, saliva, blood or urine for drug and/or alcohol testing. I
further consent to allow the Laboratory to make the results of such test available to the
Company. I understand that the information so released to Company will be used to determine
whether I was fit to perform my job duties, and/or whether I had violated the Company's policies
concerning drug or alcohol use, and that the results of such tests may form the basis for
disciplinary action against me, up to and including termination.

I understand that if I refuse to submit to such testing or if I fail to cooperate with the testing
procedures, I may be subject to disciplinary action, up to and including termination. In
consideration for such testing services being rendered on my behalf, I hereby release the
Laboratory, its officers, agents, and employees, from all claims which I might otherwise
have due to such results being made so available. I hereby consent not to file any action at law
or in equity against the Company, Laboratory, their respective officers, agents or employees in
connection with the results of such screen being made so available, and I hereby agree to
indemnify and save harmless Company, Laboratory, their respective officers, agents, and
employees from all damages, expenses, reasonable attorney's fees, and costs of court which
they or any of them may suffer or incur, jointly or severally, due to the results of such screen
being made so available.

With full knowledge of the above information, I have decided to voluntarily submit to the
requested substance abuse test.

Date Employee Name Signature

Date Witness Name Signature