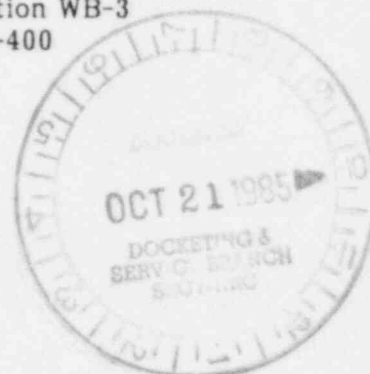


50-400 02

A-36
9/30/85

Applicants' Exhibit 36
CCNC Contention WB-3
Docket No. 50-400



Daniel Procedure TSD-SH-207
Security Actions/Illegal Drugs and Other Contraband Materials
(Revision 2, February 1985)

NUCLEAR REGULATORY COMMISSION

Docket No. 50-400 Official Ex. No. 36
In the matter of Shearon Hamus
Staff _____ IDENTIFIED ☒
Applicant ☒ RECEIVED ☒
Intervenor _____ REJECTED _____
Cont'g Off'r _____
Contractor _____ DATE 9-30-85
Other _____ Witness _____
Reporter JW



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1.0 SCOPE

- 1.1 This procedure describes the policy exercised by Technical Services Division at the Shearon Harris Nuclear Project to prevent the possession or use of firearms or weapons on Company or Client property. The Company also forbids employees from using, possessing, or being under the influence of alcohol, illegal drugs/substances, or drugs for which they do not have a prescription while the employee is on Company or Client property. Because the primary concern for Technical Services Division is the safety of its employees, their working environment, and that our personnel are performing in a manner commensurate with required performance standards, the Company does not intend to seek prosecution in matters involving contraband. However, the Company will deal with all situations in a just and secure manner. The Technical Services Division Project Manager or Project Quality Manager is responsible for enforcing this policy.

2.0 REFERENCES

- 2.1 DCC Standard Practice/Procedure, DCC-PE-510
2.2 Project Contractural Provisions

3.0 GENERAL

- 3.1 The sale, possession, use or purchase of contraband or being under the influence of contraband (reference para 1.1) on Company or Client property is cause for immediate discharge from the Project. The only exception will apply to alcoholic beverages at Company sponsored social functions; such exceptions must be authorized specifically by Company Management.
- 3.2 Prior to beginning work at the Project, employees will receive orientation on the Company's policy and requirements. The Company will inform employees orally and in writing. Each employee will be required to sign a policy statement signifying that they understand the policy and will cooperate with Technical Services Division in enforcing this policy.
- 3.3 To insure that such contraband does not enter or affect the workplace, the Company may take any or all of the following steps while employees are on Company/Client property,
1. observe actions of employees
 2. counsel employees
 3. search employees' personal items



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4. search employees' automobiles
5. search employees' persons
6. require searches with canines.

3.4 The Company will undertake specific searches of employees only with reasonable cause; searches of employees' personal property will take place only in the employees presence. Searches under this policy should occur with the utmost discretion and consideration for the employee(s) involved.

3.5 Chemical screening, such as urinalysis is required when there is reasonable or probable cause to suspect that an employee may be under the influence of illegal drugs/substances or drugs for which the employee does not have a prescription while the employee is on Company or Client property.

3.6 Employees reasonably suspected of possession, use, sale, purchase or being under the influence of illegal drugs/substances will be suspended without pay pending an investigation. The Company will endeavor to complete investigations within a 72-hour period. Once the investigation is complete and the results are negative, the employee will be reinstated and receive backpay not to exceed three (3) days. If the results are positive, the employee will be discharged.

4.0 PROCEDURE

4.1 The following procedural steps shall be implemented at initial hire or transfer of Technical Services Division personnel to the Project.

RESPONSIBLE POSITIONACTIONTSD Project Quality Manager

1. Upon initial hire or transfer of an employee, issue the employee a TSD Drug, Alcohol and Other Contraband Material Statement of Understanding (Exhibit A) and verbally explain the policy to the employee.
2. Have the employee sign the form (Exhibit A) in the space provided, indicating that he/she has read and understands the policy.
3. Maintain a copy of the form (Exhibit A) signed by the employee in the project file.



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- 4.2 The following procedure shall be implemented when Project Supervision has reasonable cause to believe that an employee(s) is selling, possesses, has purchased on site, or is under the influence of contraband.

TSD SUPERVISOR

1. Contact the Project Quality Manager or his designee. Take no further action unless instructed to do so.

PROJECT QUALITY MANAGER OR DESIGNEE

2. Contact Industrial Relations and Project Security and review the situation before proceeding. Determine if reasonable cause exists.

TSD SUPERVISOR OR PROJECT QUALITY MANAGER

3. With a witness and Security Officer present, conduct a search of the employee, the employee's personal items, automobile and work area as appropriate.
4. If the employee refuses the search, immediately discharge the employee.
5. If the search produces suspicious drugs or substances of any kind request the employee to provide a prescription. If no prescription can be provided, confiscate the drugs or substances and have them analyzed.
6. If the analysis shows the drugs or substances to be illegal or controlled drugs for which the employee can not substantiate that they have been prescribed, then the employee will be immediately discharged from the Project. The Company will turn over all confiscated contraband to local authorities for proper disposal.

NOTE: Assure that a receipt is obtained for any contraband turned over to the authorities.

7. After the search, inform the employee that he/she will be required to submit to a urinalysis examination. Any employee refusing to submit to the urinalysis examination shall be immediately discharged.
8. Make arrangements with the site Safety Department or with a licensed physician off site for collection of a urine specimen. Escort employee to the arranged facility for the urine collection.



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9. Meet with the onsite safety officer or offsite physician and provide a sealed urine sample container, a Drug Information Form, (Exhibit B) and a Urine Sample Custody Document, (Exhibit C).
Note: The Drug Information Form and the Urine Sample Custody Document will be completed by the physician or registered nurse during sample collection.
10. After sample collection assure that Exhibits B and C have been properly filled out and that custody of the urine sample has been released to you by authorized signature on Exhibit C. Accept sealed urine sample and sign for receipt custody on Exhibit C.
11. Place employee on suspension pending results of urinalysis.
12. Deliver urine specimen and a copy of the Drug Information Form to a qualified laboratory for analysis. Request analysis by completing the Drugs of Abuse - Order Entry Form, Exhibit D. Upon Acceptance of the urine specimen by the Laboratory sign over custody of the specimen by completing the applicable blocks on the Urine Sample Custody Document. Assure that the authorized laboratory representative accepts custody by signing the form.
13. Place and maintain a copy of completed Exhibits B, C and D in the Project file.
14. Upon receipt of the results of the laboratory results terminate the employee if the drug confirmation test is positive or reinstate the employee if the drug confirmation test is negative. Maintain a copy of the lab results in the Project file.

5.0 RETAINED DOCUMENTATION

- 5.1 Copies of Exhibits A, B, C, and D will be maintained in the project file.

6.0 EXHIBITS AND APPENDICES

- 6.1 Exhibit A - Statement of Understanding Rev. 2
- 6.2 Exhibit B - Drug Information Form Rev. 2
- 6.3 Exhibit C - Urine Sample Custody Document Rev. 2
- 6.4 Exhibit D - Drugs of Abuse Order Entry Form Rev. 2
- 6.5 Appendix 1 - Urine Specimen Positive/Negative Criteria Rev. 2