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DER BULLETIN

Bulletin for Designated Employer Representatives
ASE-Local 1 Substance Abuse Program

BULLETIN #5 • June 8, 2007

IMPORTANT: To facilitate implementation of Random Testing, we ask that all Participating Employers send us a list of all Ironworkers currently on your payroll, including

•FIRST NAME •LAST NAME •SOCIAL SECURITY NUMBER

Please send the list to the ASE Office no later than Monday, June 11 -- if possible, send the list as an electronic file using Excel, Word, or other software program. E-mail the list to asemail@comcast.net (or fax printed list to 630-530-2756). Call Perry Doubt 630-530-7560 if you have any questions.

RANDOM TESTING INFORMATION

Random Testing to Begin

The Local 1 - ASE Substance Abuse Program is nearly six months old and the random testing program will begin July 1st. Following is a rundown of the steps that will be followed:

Selection of Names

On the 1st of every month, starting in July, the Third Party Administrator (TPA) will draw the names of the individuals to be tested from the “pool” of eligible Local 1 Ironworkers -- i.e., the ironworkers currently listed on the eligible workers database maintained by IMPACT.

The program calls for 25% of the pool to be tested per year, which breaks down to a little over 2% of the pool per month. This means that on July 1st, approximately 25 names will be selected for random tests.

Notification of Employers

At the beginning of the month, the TPA will send a notice to the last known employer if any of the names that are drawn are from that company.

- The employer then gives the usual testing forms to any designated workers, OR
- The employer immediately notifies the TPA if any of the individuals no longer work for the company

By the 7th of the month, the TPA will compile a list with the names of any workers on the selection

list who have not been reached. The list will be sent by e-mail to all Participating Employers for review and follow-up if any of the individuals are currently working for them. If so, they will then (1) contact the TPA to verify social security numbers and then (2) give the employees the appropriate forms and instructions to be tested in the next 72 hours, as described below.

Test Procedures

The procedures followed for the Random Tests are the same as for other tests under the substance abuse program:

- Employee is given the Notification to Test Form and the Chain of Custody/Quest Form and must report to a testing facility in the following 72 hours.
- A copy of the completed Notification to Test Form is faxed to the TPA at the same time it is presented to the worker so that the TPA will begin watching for a test report from the laboratory.
- The employer keeps one copy of the Notification to Test form for its files, and the other copy will be returned by the worker after being signed and dated by a representative at the testing facility.

Test Results

If the results of the test are positive (i.e. the employee fails to pass the test), both the worker and the employer will be notified directly by the TPA, usually within 4 days of taking the test. The employee's name will be removed from the IMPACT database and he/she cannot work for any Participating Employer until the rehabilitation program has been completed.

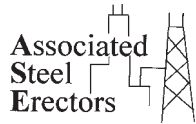
CONTACTS:

Third Party Administrator (TPA)

Al Beaubier
Bensinger Dupont Associates.
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Fallbrook, CA 92028
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BULLETIN #4 • March 3, 2007

PROCEDURES FOR POSITIVE TEST RESULTS

Out of over 350 tests completed to date under the ASE-Local 1 Substance Abuse Program, only a very few have had positive results. Following is the procedure that is followed in such cases:

- Testing laboratory sends the test results to the Medical Review Officer (MRO)
- The MRO contacts the employee to see if there is a valid medical explanation for the positive test result, investigates further with the employee's physician, etc. as necessary, and then makes a final determination as to whether the test results are "verified positive" or "verified negative".
- The Third Party Administrator (TPA) is notified of the final determination.

-If the results are deemed negative, the TPA will add the employee's name to the database of Eligible Employees that is listed on the IMPACT website.

-If the results are deemed positive, the TPA will: (1) Notify the employee that he/she must contact the EAP (Employee Assistance Program) within 72 hours and begin a rehabilitation program, (2) Notify the last known employer that the individual has had a positive test result and must stop work immediately and begin rehabilitation, and (3) remove the employee's name will be removed immediately from the online Eligibility List.

•In addition, an individual with a positive test result cannot work for any Participating Employer for a period of 30 days or more as follows:

1st violation - ineligible to work for any Participating Contractor for a minimum of 30 days.

2nd violation - ineligible to work for any Participating Contractor for a minimum of 90 days

3rd violation - ineligible to work for any Participating Contractor for a minimum of year

Further violations - Additional 1-year suspension per violation

Other rehabilitation requirements include a minimum of four (4) accelerated random tests (follow-up tests) in the year following return to work.

Notes:

•Once the employer is advised of the test results by the TPA, the employee must be taken off work and cannot return until rehabilitation has been completed, including the suspension time listed above. It is the responsibility of the TPA, not the employer, to discuss the test results and rehabilitation

procedures with the employee.

- A “split test” sample is taken at the time of testing so that the employee can request that the original sample be independently analyzed by a second laboratory which meets the laboratory qualifications set forth in the policy. The cost (\$150.00) must be paid in advance by the employee. To ensure this option is available BE SURE the “Split Test” box in the middle of the Chain of Custody Form (the Quest form) is marked with an “X” before giving it to the employee.

- Remember, the names of individuals with positive test results are removed from the Eligibility List but are not otherwise published. The last known employer is contacted by the TPA, and the employee himself or herself, but that is all. To make this system work, it is imperative that the employer check the Eligibility Database every time a new employee is hired and if the name is not listed, to order a New Hire test. Call the Third Party Administrator if you have any questions (Al Beaubier - 888-577-3784).

TRAINING CLASS FOR SUPERVISORS - March 20, 2007

At the request of several employers who missed the Supervisory Training Class last month, we are scheduling a second training session for Tuesday, March 20, 2007 at the William Tell Holiday Inn in Countryside (7:00 am breakfast; 7:30 am program).

A registration form is attached. Please return it promptly to the ASE office so that we will know there will be enough people to hold the class.

This training program is a mandatory part of the ASE-Local 1 Substance Program and will help your supervisors do their jobs better. The program centers on signs and symptoms of substance abuse; documentation and intervention techniques and effective use of rehabilitation programs will also be covered.

APPRENTICE TESTING

All Local 1 Apprentices are automatically covered by the IMPACT drug program. Apprentices who started after January 19, 2007 will receive the IMPACT drug test through the Apprentice School and will be listed on the Eligibility database.

Individuals who became apprentices before January 19, however, did not receive the 10-panel IMPACT drug test and therefore must be tested as New Hires, at the expense of the employer.

RANDOM TESTING

Not yet. Because the program is just getting started and everyone is being tested, Random Testing is not scheduled to begin until June 2007. At that time, the TPA will draw up a list of individuals to be tested that month (approximately 20% of the total in the pool -- divided by 12) which will be sent to the last known employers for follow-up. Employers will be asked to return an acknowledgement form to indicate when testing notice was given, or if the individual has left the company, etc.

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BULLETIN #3 • January 30, 2007

Final Policy Available

The ASE-Local 1 Substance Abuse Policy has been finalized and can be printed out from the ASE website (www.associatedsteelers.org). There are three changes that have been made to the version dated 12/27/06 that was previously distributed:

- Rehabilitation section (page 7) - time off work changed to 30-90-1 year per IMPACT policy, as agreed on 1/21/07.

- "Accelerated Random (Follow-up) Testing" (page 6) changed to show there will be a minimum of four (4) follow-up tests, which agrees with the requirements under the Rehabilitation section (p.7).

- Notice of randoms will not be sent to Local 1, per IMPACT (p.5).

Procedures for Completing Forms. Every time there is a test, the employee receives two forms from the employer, the Notification to Test form and the Chain of Custody form.

- Notification to Test Form.** This is a two-part carbonized form. *These forms should be ordered from the ASE office (phone 630-530-756).*

Step 1. The DER fills in the top part of the form, including the employee's name and social security number (Identification No.). The employee's home address and phone number are also noted on the bottom of the form (we will update this part of the Notification form the next time it is printed.

Step 2. The DER faxes the form to the Third Party Administrator (TPA) - Al Beaubier at (fax 760-723-3057) (do not separate the form). This is so the TPA will know who is to be tested.

Step 3. The Notification form is presented to the employee for signature; date and time of receipt is also noted. The "Notifying Person" also signs the form and retains the goldenrod copy for the company.

Step 4. The employee takes the white copy of the form to the collection site where it will be signed and dated by the Collector.

Step 5. The employee then returns the signed white copy of the Notification form to the company for its records.

•**Chain of Custody Form.** This is a pre-printed carbon set that will accompany the test sample. The form is identified at the top as “Forensic Drug Testing Custody and Control Form” and has the Quest Diagnostics logo in the upper right corner. No copies will be retained by the employer. *These forms should be ordered from the Third Party Administrator (phone 888-577-3784).*

Step 1. The social security number and name of the employee is entered on the top of the form by the DER.

Step 2. The form is presented to the employee at the same time he is given the Notification form.

Step 3. The employee takes the Chain of Custody form to the collection site where it is completed by the collector, signed by the employee, and all copies are retained by the collector.

It is important that the official Quest forms be used so that the TPA will be billed for the testing costs and not your company. Some of the testing sites will have a supply of the Chain of Custody forms but call ahead to be sure.

LOCATIONS OF TESTING SITES

Locations. A list of the approved Quest collection sites can be accessed by employees and company personnel at the ASE website: www.associatedsteelerectors.org. Additional sites can be added to the approved list, including:

- Concentra sites
- Other Quest locations
- Testing labs designated by the Owner or General Contractor

Submit your request to the TPA (Al Beaubier - phone 888-577-3784). The list on the ASE website will be updated as new locations are added.

Group Testing. Companies can make arrangements with the TPA for testing a group of employees at any jobsite or other location as long as a toilet or porta-potty is available. There is an additional charge of \$100 for the setup and \$10 per test for day shift collections. Contact Al Beaubier for details (phone 888-577-3784).

TEST RESULTS

If test results are negative, the TPA will be notified and the employee’s name will be added to the Database of eligible employees - usually about three days after the test is taken (72 hrs).

If the test results are positive, the process takes another 2 or 3 days because the Medical Review Officer (MRO) must review the results, contact the employee about medications or other factors that may have affected test results, and then make a final decision. If the MRO decides the test is positive, the TPA will notify the employee and DER about the results and the employee must begin a rehabilitation program. If negative, the employee's name is added to the database.

Except in "Post Accident/Incident" and "For Cause" tests, the employee may continue working until the test results are received.

REHABILITATION

If results of the test are positive, the employee must enter a rehabilitation program that is available through the Employee Assistance Program (EAP) of the Local 1 Health & Welfare plan. The EAP program is administered by Bensinger-Dupont Associates.

In addition, the individual will be unable to work for any Participating Contractor for 30 days after the 1st Violation, 90 days after the 2nd Violation, and for 1 year after the 3rd Violation. There also will be a minimum of four (4) random tests after the employee returns to work.

CONTACTS:

Third Party Administrator (TPA)

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BULLETIN #2 • January 30, 2007

TRAINING CLASS FOR SUPERVISORS - February 8

The ASE-Local 1 Substance Abuse program requires supervisors to have at least two hours training in substance abuse matters, including:

- Drug Free Workplace - supervisory responsibilities
- Signs and symptoms of alcohol substance abuse
- Testing Processes
- Documentation and intervention techniques
- Effective use of rehabilitation programs

The ASE Promotional Fund is sponsoring a workshop on Thursday, February 8, that will meet the mandatory requirements of the Program and help your supervisors do their jobs better. The program will be held at the Holiday Inn in Countryside (7:00 am breakfast, 7:30 program). There is no charge but you must sign up in advance (registration form is attached).

PRIVATE CLASSES

Unable to attend this workshop? Contact the ASE office if you are interested in sponsoring a private class for your personel and we will refer you to qualified, professional instructors who are familiar with the ASE-Local 1 program.



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BULLETIN #1 • January 19, 2007

DRUG TESTING: Reminder: The new IMPACT drug testing program will be discussed at a meeting that Local #1 is holding in the union hall on Monday, January 22 at 6:00 pm.. On-site drug testing will be available for journeymen and apprentices who volunteer to be tested after the meeting. This might be an easy way to get things going for your company if your ironworker employees choose to attend and be tested. All forms will be provided at the Union Hall.

MEETING REPORT Thanks to everyone to attended the informational meeting this week about the new program. We are following up on several of the suggestions that were made and will get back to you with a full report as soon as IMPACT formally approves the program. Handouts from the meeting will be sent to any companies that were unable to attend.

PARTICIPATING EMPLOYERS The following companies have signed up for the program to date — a great beginning and we hope to have many more. Spread the word and make this program work.

All Erection Co., Inc.
American Bridge Co.
Area Equipment, Inc.
Area Erectors
Aussem Erectors
Danny's Construction Co. Inc.
Delgado Erectors
Fox River Construction Inc.
Garbe Iron Works, Inc.
Gateway Construction Co. Inc.
Hayes Mechanical
Joliet Steel & Construction, Inc.
Joseph J. Henderson & Sons
K & K Iron Works
Kiewit Western Co.
MA Steel Erectors
Mid-America Steel Erectors
MTH Industries (continued next page)

Patent Construction Systems/Harsco
Precast Services, Inc.
Quinco Steel Inc.
Rigging Services Inc.
Two (II) in One Contractors
WDC, Inc.

COMMUNICATIONS - CONFIDENTIALITY

All communications for this program will be directed to the Designated Employer Representative (DER) who was listed on the Participation Form submitted by your company. This is the same person who will be working with the Third Party Administrator and handling test notifications with your Ironworker Employees. To the extent possible, everything will be done by e-mail, so please be sure we have the right person listed and the correct e-mail.

Important: It is imperative that confidentiality and privacy be maintained throughout the drug and alcohol testing process. The Participating Employers are responsible for maintaining records in a manner so that the disclosure of information to unauthorized persons does not occur.

ASSOCIATION CONTACT: Perry Doubt, Associated Steel Erectors - (ASEmail@comcast.net) PH: 630-530-2756

THIRD PARTY ADMINISTRATOR: Al Beaubier, Bensinger Dupont Assoc. (Abeaubier@aol.com) PH: 888-577-3784

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