

COMPANY POLICY ON DRUG/ALCOHOL USE

Because we are concerned with employees' health and well-being, Redwood Forest Products Inc., will have a **zero**-tolerance policy for drugs and alcohol on the job. This includes breaks, lunch period, or in any company-owned vehicles at any time and coming to work under the influence of any drugs and/or alcohol. (Being under the influence means that a drug test would be positive.)

All employees suffering injuries on the job that require medical treatment will be drug tested. Any employee having a positive drug test will be terminated. Having a positive drug test may also jeopardize your workers' compensation benefits.

If your supervisor believes that you are not working safely you will be reassigned or laid off for the remainder of the shift. The company may also require you to undergo drug testing, applied at the company's expense, by trained medical personnel. Should test results indicate the existence of drugs you will be subject to immediate discharge. You will also be subject to immediate discipline, including termination, if your supervisor discovers that you are using or selling narcotics while on the job premises, on company premises, or in any company-owned vehicles.

If for any reason you must take a prescription drug that may have any side effects and that may hinder you in doing your normal job, notify your supervisor before you start work.

Redwood Forest Products Inc. will not tolerate the use of any alcohol on the job or anyone coming to work under the influence. There is to be at least eight hours between your last drink and the start of your next shift. Anyone coming to work under the influence will be terminated. Anyone having an accident on the job that requires medical attention may also be tested for alcohol.

If you have any questions about this policy or would like a referral to an appropriate treatment program, please contact our office. A referral and leave of absence can be confidentially arranged.

I have read this policy and agree to its contents.

Employee Signature _____

Date _____



**REDWOOD
FOREST PRODUCTS**

"Techniques today to ensure healthy forests for tomorrow"

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