Ref:	NR/L2/OHS/00120
Issue:	5
Date:	05 December 2015
Compliance date:	05 March 2016

Level 2

Testing for drugs and alcohol

Endorsement and Authorisation

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User information

This Network Rail document contains colour-coding according to the following Red–Amber–Green classification.

Red requirements – *no variations permitted*

- Red requirements are to be complied with and achieved at all times.
- Red requirements are presented in a red box.
- Red requirements are monitored for compliance.
- Non-compliances will be investigated and corrective actions enforced.

Amber requirements – *variations permitted subject to approved risk analysis and mitigation*

- Amber requirements are to be complied with unless an approved variation is in place.
- Amber requirements are presented with an amber sidebar.
- Amber requirements are monitored for compliance.
- Variations can only be approved through the national non-compliance process.
- Non-approved variations will be investigated and corrective actions enforced.

Green guidance – *to be used unless alternative solutions are followed*

- Guidance should be followed unless an alternative solution produces a better result.
- Guidance is presented with a dotted green sidebar.
- Guidance is not monitored for compliance.
- Alternative solutions should be documented to demonstrate effective control.

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Issue record

Issue	Date	Comments
1	April 2006	New Issue
2	December 2006	Testing arrangements changed
3	August 2008	Reformatted to migrate into new Network Rail Standards framework and detail revised arrangements
4	September 2011	Re-issued following review of standard
5	December 2015	Issued following review of standard – all previous level 2 testing standards incorporated

Compliance

This Network Rail standard is mandatory and shall be complied with by Network Rail and its contractors if applicable from 05 March 2016.

Reference documentation

Drugs and Alcohol policy NR/L1/OHS/051

Transport and Work Act 1992

Drugs and Alcohol, GE/RT8070

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1 Purpose

1.1.1 Drugs and alcohol affect people's ability to work safely, which is a risk to individuals and to Network Rail.

1.1.2 The implementation of this standard contributes to controlling the risk of individuals being unfit for duty due to drugs and alcohol.

2 Scope

2.1.1 This standard applies to Network Rail's employees and sets out the arrangements for:

a. pre-employment, pre-appointment and periodic drugs and alcohol testing;

b. unannounced random drugs and alcohol testing; and

c. post-incident and for-cause drugs and alcohol testing.

2.1.2 Contractors will have arrangements in place for testing which are equivalent to, or better than, those specified within this document.

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3 Definitions

3.1.1 Terms and abbreviations used in this document are described in the tables below.

Term	Definition
Adulterated sample	A sample inconsistent with a human physiological process or containing a non-physiological substance likely to interfere with the analytical process. In the case of urine, this may be indicated by extreme dilution or pH outside of clinically acceptable range
Alcohol cut-off level	Alcohol testing cut-off levels are those prescribed by the Railway Group Standard GE/RT8070 to define a positive result. An unfit state through alcohol means more than: • 29 milligrams of alcohol per 100ml of blood • 13 micrograms of alcohol per 100ml of breath, or • 39 milligrams of alcohol per 100ml of urine.
At work	Any time when a person is being paid and is 'on duty', including periods of paid 'on call' duties. Attendance at evening functions, periods of free time at the end of a training day within residential courses, etc., are not generally considered to be time at work for these purposes.
Candidate	A person who requests or seeks employment with Network Rail or a contractor.
Chain of custody	A process used to maintain and document the chronological history of a drugs and alcohol sample in order to guarantee the identity and integrity of the sample from collection through to reporting of the test results, and which leads to the production of a legally defensible report.
Collection officer	A person trained and suitably competent in the procedures used for chain of custody collections and authorised to perform such collections.
Contractor	Person engaged under a contract of service to work for or on behalf of Network Rail, excluding domestic services. Where the contractor is a company, this includes all employees or agency workers (whether permanent or temporary) of that company working on behalf of Network Rail.
Donor	Person providing a specimen for drugs and alcohol testing.
Drug	A substance which, when taken into the body, is capable of affecting mental or physical performance.
Drug cut-off level	The minimum concentrations of drugs or metabolites that must be present in specimens before laboratories will report the drug testing results as positive.
Home Office approved device	A device which has a certificate showing the Parliamentary Breath Test Device as approved by the Parliamentary Under Secretary of State.
Informed consent	Consent to a procedure, freely given following a full

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Term	Definition
	explanation.
Interim laboratory analysis	A drug test result that is available within 24 hours of being taken and determines either 'negative' or 'requires further investigation'.
Laboratory analysis	Confirmation of the nature and concentration of substances present in the sample, using current scientific best practice, under the supervision of a toxicologist.
Line managers	The person who has person responsibilities for an employee. When a line manager is not on duty, this might be a responsible on-call manager or a rail incident officer.
Managers of the Sentinel scheme	The body that keeps the database and manages the system that provides competence recording and certification to individuals within the scheme.
Medical provider	An approved medical service supplier, which carries out the medical assessment and/or drug and alcohol testing, listed on the approved Network Rail Supplier Register.
Medical review officer	An occupational physician who is qualified and competent to: • make a sound judgement on the clinical need for the quantity of a substance found in the laboratory analysis of a sample; and • give appropriate advice to Network Rail on the fitness for work where a drug screen result is negative on the basis of legitimate medication. They will have: • knowledge of common substances of abuse, their toxicology and laboratory methods used in their detection; • understanding of sample collections procedures and chain of custody arrangements; and • evidence of attendance on a training course run by an accredited laboratory toxicologist.
Misuse	The use of alcohol at work or dependency on alcohol and/or drugs for a purpose not consistent with legal guidelines or medical recommendations for dosage, intervals or amounts.
Network Rail	Network Rail Infrastructure Limited of One Eversholt Street, London, NW1
Sentinel	Network Rail's scheme for making sure that the people who work on or near the line are competent and medically fit. All employees qualified in Personal Track Safety (PTS) shall hold a valid Sentinel competence card.
Sponsor	An employer which is registered with the Sentinel scheme and takes responsibility for the training, assessment and briefing activities associated with the competences held by its employees, as required by the scheme.
Toxicologist	A trained scientist, qualified to degree level and employed or

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Term	Definition
	appointed by the analysing laboratory, responsible for: • isolating, identifying and quantifying toxic substances through planning and carrying out laboratory tests; and • interpreting a laboratory positive finding in consultation with the medical review officer.

Table 1 – Definitions

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4 Process flowcharts

4.1.1 Figures 1, 2, 3 and 4 describe the processes for drugs and alcohol testing.

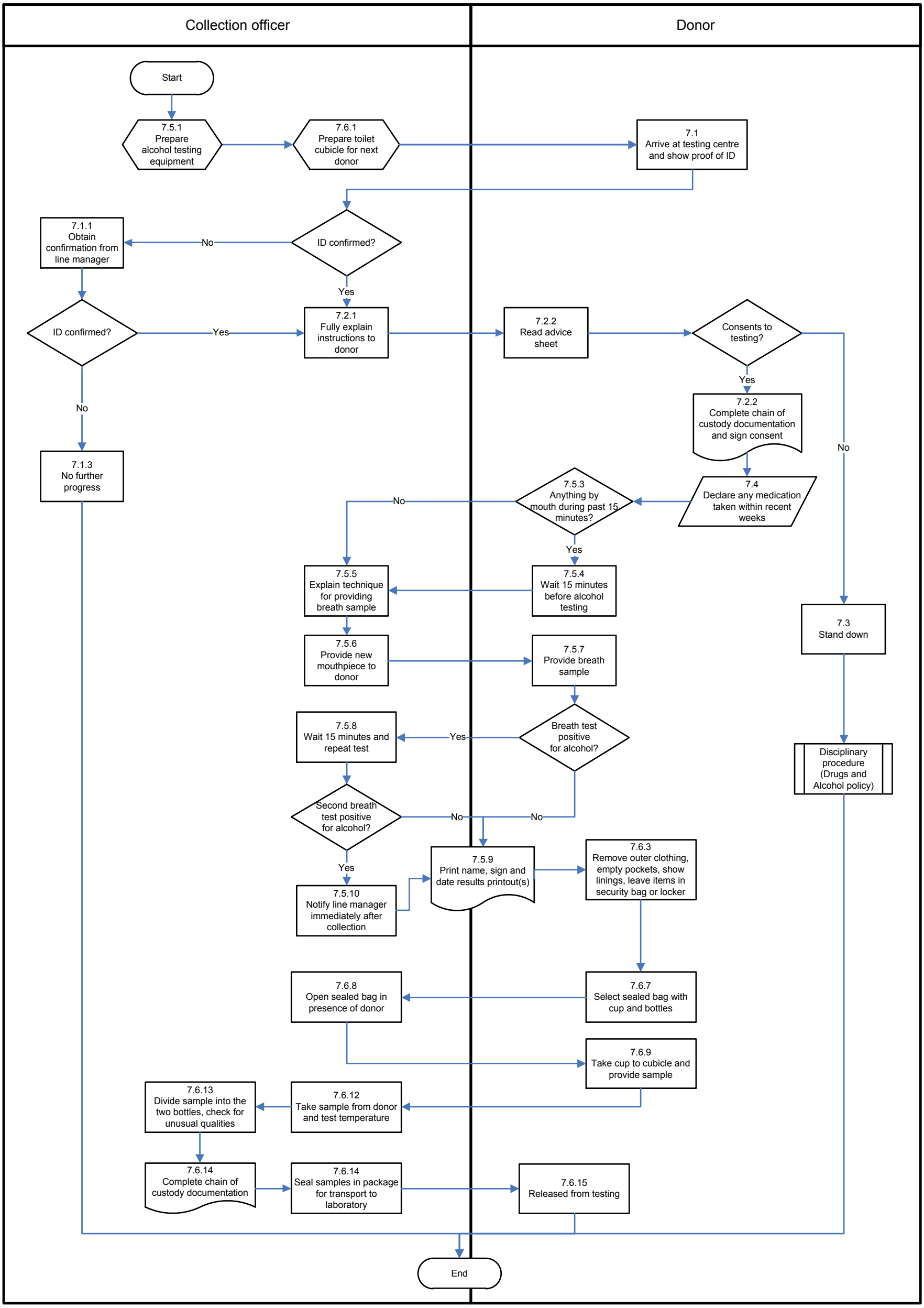

Figure 1 – Process flowchart for collection – chain of custody

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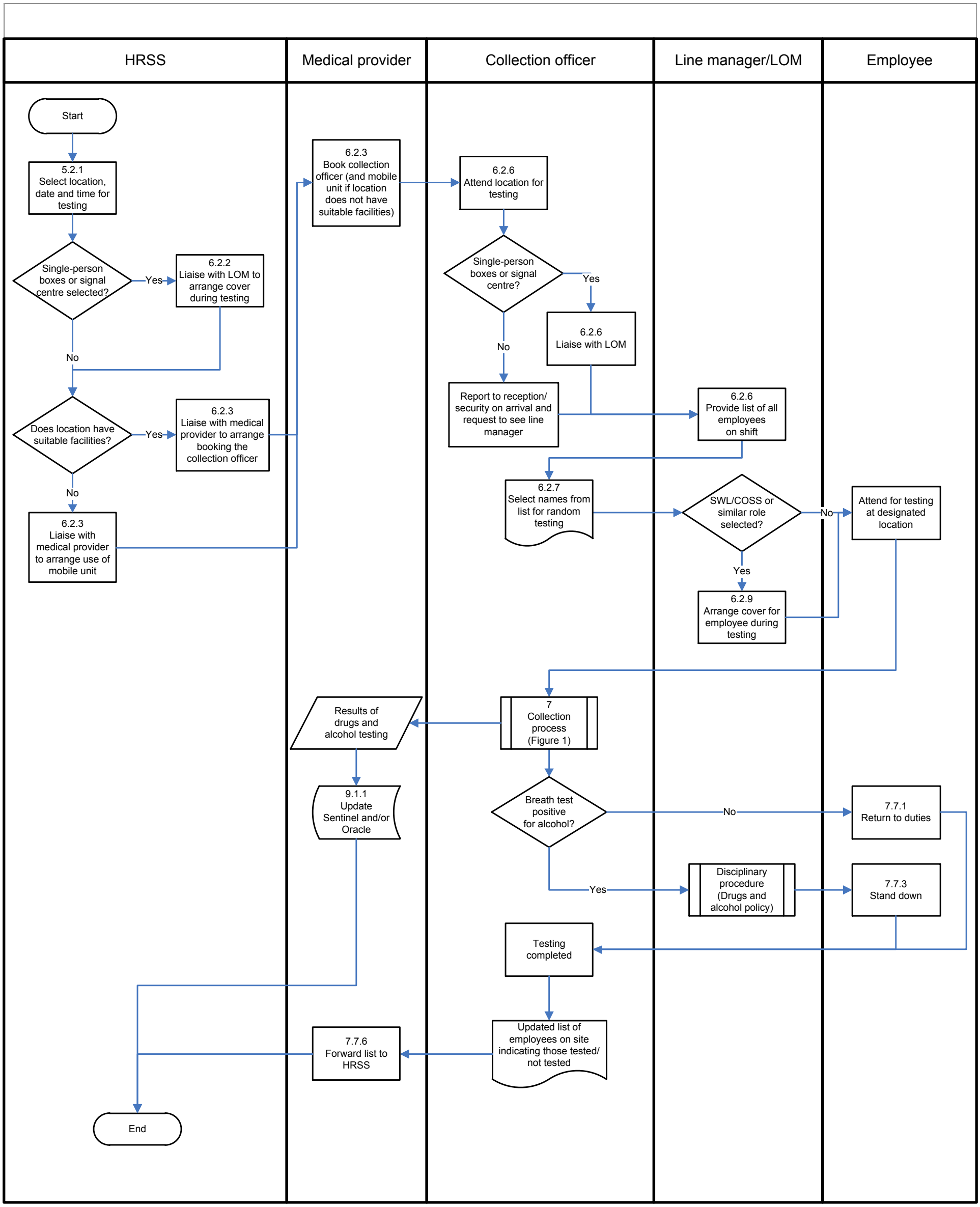

Figure 2 – Process flowchart for unannounced random testing

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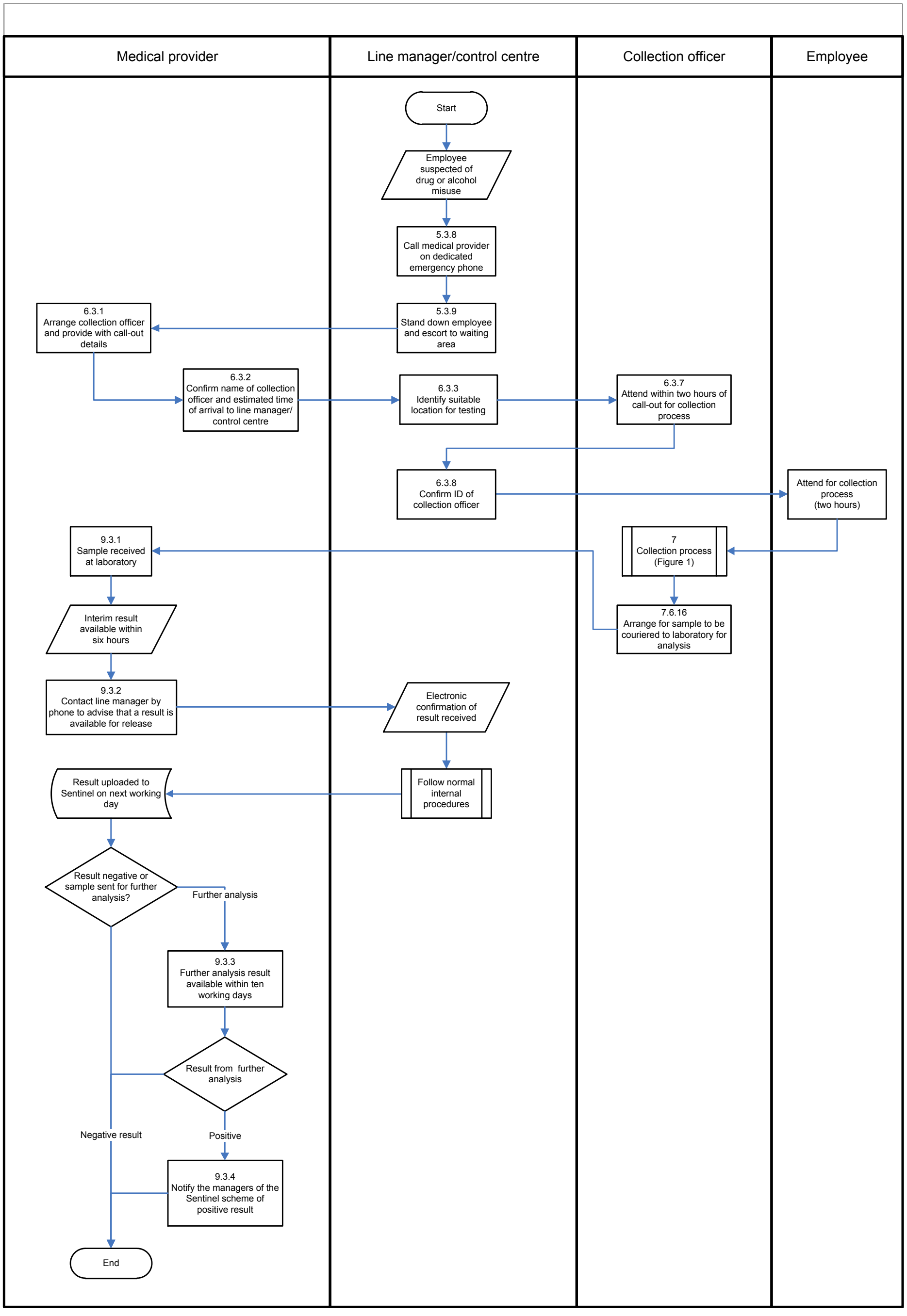

Figure 3 – Process flowchart for high-priority for-cause testing

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