

**RSPA  
FIELD INSPECTION FORM  
ALCOHOL MISUSE PREVENTION PROGRAM**

OPERATOR:	INSPECTION UNIT:
INSPECTOR(S):	DATE:
OPERATOR PERSONNEL:	
TYPE OF OPERATOR	
:OPID	

Type of Facility:     Gas Transmission Pipeline                       Hazardous Liquid Pipeline  
                                   Gas Distribution System     Liquefied Natural Gas

**Alcohol Misuse Plan and Policy developed by:**    **Alcohol Misuse Testing Program administered by:**

Operator  
 Contractor  
 Consortium

Operator  
 Contractor  
 Consortium

**Contractor records maintained by:**

Operator  
 Contractor  
 Consortium

**Specimen collection conducted by:**

Operator Personnel On-Site  
 Operator Personnel Off-Site  
 Contractor Personnel On-Site  
 Contractor Personnel Off-Site

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§199.202 Alcohol misuse plan		
<b>COMPLIANCE</b>	<b>CRITERION</b>	<b>GUIDANCE</b>
<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>N/A</b> §199.202	Does the inspection unit/location have available a copy of the company's written alcohol misuse prevention plan?	
<b>§199.3 Definitions</b>		
<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>N/A</b> §199.3/§195.5	Does plan contain applicable accident definition as defined in §199.3 or §195.5	Covered employees cannot report or remain on duty with an alcohol concentration of 0.04 or greater.
<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>N/A</b> §199.3/§195.5	Does plan contain complete definition of "covered employee" as defined in §199.3 and §195.5	
§199.207 Preemption of State and local laws 199.9 ???		
<b>Covered Under Headquarters Inspection</b>		
§199.209 Other requirements imposed by operators		
<b>Covered Under Headquarters Inspection</b>		
§199.211 Requirement for notice		
<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>N/A</b> §199.211	Does the plan address procedures for notification to employees prior to conducting alcohol testing?	
§199.215 Alcohol concentration		
<b>COMPLIANCE</b>	<b>CRITERION</b>	<b>GUIDANCE</b>
<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>N/A</b> §199.215	Does the plan address prohibited alcohol concentrations?	Covered employees cannot report or remain on duty with an alcohol concentration of 0.04 or greater.

**COMMENTS**

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§199.217 On-duty use		
<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>N/A</b> §199.217	Does the plan address what the policy is for on-duty use?	
§199.219 Pre-duty use		
<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>N/A</b> §199.219	Does the plan address what the policy is on pre-duty use?	
§199.221 Use following an accident		
<b>Covered Under Headquarters Inspection</b>		
§199.223 Refusal to submit to a required alcohol test		
<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>N/A</b> §199.223	Does the plan address the policy for employees who violate one of the prohibitions of the alcohol rule or who refuse to take a test?	
§199.225 Alcohol tests required		
<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>N/A</b> §199.225	<b>Post-Accident Testing</b>  Does the plan address what the policy is on post-accident testing?  <b>Reasonable Suspicion</b>  Does the plan address what the policy is for determining reasonable suspicion?  Does the plan address what the policy is for reasonable suspicion testing?  <b>Follow-Up Testing</b>  Does the plan address follow-up testing?  <b>Retesting</b>  Does the plan address retesting?	

***COMMENTS***

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§199.227 Retention of records		
<b>Covered Under Headquarters Inspection</b>		
§199.229 Reporting of alcohol testing results		
<b>Covered Under Headquarters Inspection</b>		
§199.231 Access to facilities and records		
<b>Covered Under Headquarters Inspection</b>		
§199.233 Removal from covered function		
<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>N/A</b> §199.233	Does the plan specify provisions on removal from covered functions for violations of alcohol misuse plan?	
§199.235 Required evaluation and testing		
<b>COMPLIANCE</b>	<b>CRITERION</b>	<b>GUIDANCE</b>
<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>N/A</b> §199.235	Does the plan address the requirement for a referral or evaluation, following an employee engaging in prohibited conduct?	
§199.237 Other alcohol-related conduct		
<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>N/A</b> §199.237	Does the plan address provisions where an employee has an alcohol concentration of 0.02 or greater but less than 0.04?	
§199.239 Operator obligation to promulgate a policy on the misuse of alcohol		
<b>Covered Under Headquarters Inspection</b>		
§199.241 Training for supervisors		
<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>N/A</b> §199.241	Do supervisors making the reasonable suspicion determinations have the required training?	At least 60 minutes of training is required on the physical, behavioral, speech and performance indicators of probable alcohol misuse.

**COMMENTS**

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§199.239 Operator obligation to promulgate a policy on the misuse of alcohol		
<b>Covered Under Headquarters Inspection</b>		
§199.241 Training for supervisors		
<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>N/A</b> §199.241	Do supervisors making the reasonable suspicion determinations have the required training?	At least 60 minutes of training is required on the physical, behavioral, speech and performance indicators of probable alcohol misuse.
§199.243 Referral, evaluation, and treatment		
<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>N/A</b> §199.243	Does the plan provide that employees who engage in prohibited conduct shall be advised of available resources to evaluate and resolve problems associated with alcohol misuse?	
<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>N/A</b> §199.243	Does the inspection unit/location have access to names, addresses, and phone numbers of SAPs, counselors and treatment programs?	
§199.245 Contractor Employees		
<b>COMPLIANCE</b>	<b>CRITERION</b>	<b>GUIDANCE</b>
<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>N/A</b> §199.245	Does the operator maintain or have access to records concerning contractor employees?	
<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>N/A</b> §199.245	Does the inspection unit/location adequately evaluate contractor records?	

**COMMENTS**

Service Providers:

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