

# SUBSTANCE ABUSE POLICY

Crescent Syndicate has a vital interest in maintaining safe, healthy and efficient working environments for its employees, clients and the public. Substance abuse, whether it is the use of illegal drugs or misuse of alcohol is a serious problem that affects the workplace through lost productivity, absenteeism, jobsite accidents, medical costs and thefts. It is our continuing goal to establish & maintain a work environment that is free from the effects of substance abuse.

It is neither our intent nor desire to intrude upon the private lives of individuals. However, we recognize that employee involvement with drugs, regardless of when it might occur, may have an adverse impact on the work place and hamper our efforts to achieve a safe and productive work environment. Therefore, it is the policy of Crescent Syndicate that all employees are prohibited from substance abuse that impairs performance of work on the job, while on Company business at anytime, whether on the job or off.

An employee who reports to work visibly impaired and/or unable to properly perform required duties will not be allowed to work. When a supervisor has a reasonable suspicion that an employee has used illegal drugs, abused alcohol or has engaged in the unauthorized use of a controlled substance, the employees will be requested to immediately submit to testing.

When an employee is involved in an accident involving personal injury or property damage during work hours, and if there is reasonable suspicion of substance abuse, the employee will be required to immediately submit to testing.

When an employee is involved in a vehicle accident while driving a company vehicle, the employee will be required to immediately submit to drug testing. This measure can document the non-use of drugs or alcohol in the event to a lawsuit and protect both the employee and the company.

Crescent Syndicate shall initiate a drug awareness program for its employees, which will include education and training about the dangers of drugs and alcohol in the workplace, the elements of this policy statement and the penalties it contains, and available counseling, treatment and rehabilitation that an employee may receive.

Violation of any portion of this policy will subject the employee to appropriate disciplinary measures, up to and including termination.

This policy went into effect on July 01, 2007

Chief Executive Officer  
Crescent Syndicate