

UPV EXAM Additional Information to be gathered..... Date _____

Lead Examiner: _____ Aux #: _____ Examiner Trainee

Other Examiner: _____ Aux #: _____ Examiner Trainee

Other Examiner: _____ Aux #: _____ Examiner Trainee

Other Examiner: _____ Aux #: _____ Examiner Trainee

Other Examiner: _____ Aux #: _____ Examiner Trainee

Name of vessel _____ POC: _____

Phone: _____ Cell: _____ Email: _____

Emergency POC name; _____ Phone: _____

Location of vessel: _____

City: _____ State: _____ ZIP _____

Marina PHONE: _____ dock # _____ Vessel's HIN: _____

Vessel description: _____

Type of vessel: Length: _____ ft Mfg: _____ Date of Mfg: _____

MMIS #: _____ Vessel Doc/REG #: _____

AOR: _____

Fire Ext # of B-I: _____ # of B-II: _____ other: _____

PFDs: # of Adult _____ # of Children _____

of Throwables: _____

Life Floats: None ~ currently insp.: yes no Capacity: _____

~ A dinghy if always with the vessel ~ # of POB: _____

EPIRB: None Current HEX #: _____ Date: _____

POB count is kept: _____

Vessel awarded a DECAL yes no Prog Dir approval for MISLE entry

Date entered into MISLE: _____ Activity #: _____

DRUG & ALCOHOL PROGRAM CHECKLIST – Items 1 thru 7 must be Yes to issue a Decal

Examination Items	Applicable Regs.	Yes	No
1). Do crew members know who the Designated Employee Representative (DER) is?	49 CFR 40.3	<input type="checkbox"/>	<input type="checkbox"/>
2). Is there a company's policy?	46 CFR 16.401	<input type="checkbox"/>	<input type="checkbox"/>
3). Did crew members receive, or are they aware of, the Employers Drug Policy (<i>Company Policy</i>)? (EAP Education Program)	46 CFR 16.401	<input type="checkbox"/>	<input type="checkbox"/>
4). Were Hotline Numbers given to employees, or posted in a common space? (EAP Education Program)	46 CFR 16.401	<input type="checkbox"/>	<input type="checkbox"/>
5). Has supervisory and general crew members received awareness training (EAP)? (EAP Training Program)	46 CFR 16.401	<input type="checkbox"/>	<input type="checkbox"/>
6). Were all crew members pre-employment tested or transferred from another DOT Regulated employer?	46 CFR 16.210	<input type="checkbox"/>	<input type="checkbox"/>
7). Is there knowledge of where to go or how to get drug and alcohol testing accomplished in the event of a Serious Marine Incident (SMI) ? (2hr testing for alcohol : 32hr testing for drugs)	46 CFR 4.06	<input type="checkbox"/>	<input type="checkbox"/>
←—————→			
8). Are Alcohol Testing Devices kept onboard? (if no, <i>how do they meet the 2 hr alcohol requirement?</i>)	46 CFR 16.240 46 CFR 4.06	<input type="checkbox"/>	<input type="checkbox"/>
9). Have any crew members been randomly tested this year?	46 CFR 16.230	<input type="checkbox"/>	<input type="checkbox"/>

PROGRAM INFORMATION

Name of Consortium/TPA: or
 "Self —Run Program" _____

SMI Testing Facility
Must Test Drugs & Alcohol _____

24hr SMI Testing Facility:
 "Self —Run Program" _____

Drug & Alcohol Program Compliant?

- Program Compliant
 _____ items corrected on-scene
- Program Not Compliant
 Full Audit Recommended

46CFR 16.401 Employee Assistance Program (EAP).

The employer shall provide an Employee Assistance Program (EAP) for all crewmembers. The employer may establish the EAP as a part of its internal personnel services or the employer may contract with an entity that will provide EAP services to a crewmember. Each EAP must include education and training on drug use for crewmembers and the employer's supervisory personnel as provided below:
(a) **EAP education program:** Each EAP education program must include at least the following elements: display and distribution of informational material; display and distribution of a community service hot-line telephone number for crewmember assistance, and display and distribution of the employer's policy regarding drug and alcohol use in the workplace.
(b) **EAP training program:** An EAP training program must be conducted for the employer's crewmembers and supervisory personnel. The training program must include at least the following elements: the effects and consequences of drug and alcohol use on personal health, safety, and work environment; the manifestations and behavioral cues that may indicate drug and alcohol use and abuse; and documentation of training given to crewmembers and the employer's supervisory personnel. Supervisory personnel must receive at least 60 minutes of training.