



## **CODE OF ETHICS AGREEMENT**

### ***Collection Sites and Mobile Collection Businesses***

**Please initial each ethics statement to signify agreement and compliance forthwith:**

\_\_\_\_\_ Ensure that all employees behave in a professional manner in communications with employers, Drug-Free Workplace (DFWP) service agents, regulatory officials, and industry associations.

\_\_\_\_\_ Adopt a DFWP policy prohibiting controlled substances and alcohol abuse/misuse and support the policy through a comprehensive employee drug and alcohol testing program.

\_\_\_\_\_ Maintain the highest standards of practice and perform all professional functions with honesty and integrity. Refrain from engaging in any practice meant to remove competitive pricing practices.

\_\_\_\_\_ Handle and transmit alcohol test results in an accurate, precise, confidential, and secure manner and strive for objectivity in dealing with all aspects of DFWP testing programs. For workplace drug testing, the testing process shall include alcohol confirmation testing when applicable.

\_\_\_\_\_ Maintain professional practice standards and appropriate application of federal, state, and local regulations, statutes, or directives in providing drug and alcohol testing services to employers.

\_\_\_\_\_ Demonstrate commitment to the development and maintenance of professional competence and knowledge through comprehensive written standard operating procedures, staff training and evaluation, and participation in drug and alcohol industry associations.

\_\_\_\_\_ Respect all DFWP program participants and their rights. Respect all stakeholders in DFWP administration, including other collection sites/personnel and refrain from unethical business and marketing practices.

\_\_\_\_\_ Protect confidential information and ensure it is handled in accordance with existing laws, regulations, and contractual requirements.