

SAN CARLOS APACHE TRIBE

San Carlos Avenue
P.O. Box 0
San Carlos, Arizona 85550
(928) 475-2361 ♦ Fax (928) 475-2296

Terry Rambler
Tribal Chairman



Dr. John Bush
Tribal Vice-Chairman

Application:

San Carlos Apache Tribe employees, as a condition of employment, are required to be free from any measurable amounts of illegal drugs, unprescribed controlled substances and alcohol. Because San Carlos Apache Tribe is committed to providing a drug free working environment for our customers and employees, all offers of employment are contingent upon a urinalysis drug test which indicates that you are free from illegal drugs, alcohol and unprescribed controlled substances.

If you offered a position with San Carlos Apache Tribe you will be required to report within 24 hours, with photo identification to take a urinalysis drug test. Although certain security measures are taken in order to prevent cheating, your personal privacy in the collection process will be respected. The results of this test will be forwarded to the appropriate person at the San Carlos Apache Tribe.

CONSENT AND RELEASE FOR TESTING

I consent freely and voluntarily to the collection process and testing of my urine. I hereby, release and hold harmless the San Carlos Apache Tribe, its employees, designated representatives and agents, for any liability whatsoever arising from this request to furnish my specimens, the testing of my employment based upon the result of these tests. I further authorize the confidential release of laboratory drug test results to the San Carlos Apache Tribe or designee of the San Carlos Apache Tribe at any future date as they are needed.

If I should test positive for a prescription medication and there is no record of verification of prescriptions, I understand that my test result will be considered positive and that I will not be eligible for a position at the San Carlos Apache Tribe.

I have read the "Instructions to Applicant Regarding Drug Testing Process" and I understand all the requirements, and I had the opportunity to read the company's drug/alcohol policy.

I have read and understand the above.

SIGNATURE

DATE

INSTRUCTIONS TO THE San Carlos Apache Tribe APPLICANT/EMPLOYEE REGARDING DRUG TEST PROCESS

1. Although you will be required to provide 3 ounces of urine for drug/alcohol testing and need a full bladder, you should limit fluid intake in the three hour prior to giving a urine sample, unless other advised by your physician.
2. Once you report to the facility where the urine sample is collected, the collection must be done that day. You may not come back the following day or any subsequent day to provide a sample. If a sample is not provided on the same day you report to the facility, your application for employment will be considered incomplete. Employees will be subject to disciplinary action including termination of employment.
3. You are required to provide the collection facility with photo identification.
4. You will be asked to remove any bulky outer garments and to leave personal belongings (i.e., purses, briefcases) outside the collection room.
5. Since a urine specimen temperature check must be done immediately following urination, you need to give your urine to the collection site person within 2 minutes following urination. If the sample does meet temperature requirements, another sample will be taken. If the second sample does meet temperature requirements, the sample will be considered invalid for testing and if you are an applicant for employment will not be considered.
6. You should keep your urine specimen in view at all times prior to its being sealed and labeled. Once a tamper proof seal has been placed on the specimen, the collection site personnel may remove the sample for security storage and shipment.
7. The collection facility will provide a Test Request For & Chain of Custody. Make certain you sign this form upon completion of the collection process.
8. You will be tested for alcohol, amphetamines (stimulants), barbiturates (downers), benzodiazepines (sedatives), cannabinoids (marijuana), cocaine, methadone, opiates (heroin), phencyclidine (PCP), and propoxyphene (Darvon, etc.) if you are not subject to Department of Transportation testing. If you are subject to Department of Transportation Testing, you will be tested for amphetamines, cocaine, marijuana, opiates and phencyclidine. If you are illegally using or abusing any of these substances, do not continue with the application process for employment with SCAT.

Please read and sign on reverse

**SAN CARLOS APACHE TRIBE
PERSONNEL DEPARTMENT**

P.O. Box 0

San Carlos, Arizona 85550

Phone: (928) 475-2361 Fax: (928) 475-2296

**Terry Rambler
Tribal Chairman**



**Dr. John Bush
Tribal Vice-Chairman**

AUTHORIZATION FOR RELEASE OF INFORMATION

Name: _____ Date of Birth: _____
Last First MI MM/DD/YYYY

Social Security Number: _____
XXX-XX-XXXX

As an applicant applying for a position with The San Carlos Apache Tribe. I have been asked to furnish information for use in reviewing my background and qualifications. I hereby authorize the San Carlos Apache Tribal Personnel Department to investigate my past/present work, character, education, military and police records to ascertain any and all information which may be pertinent to employment qualifications. I agree to cooperate in such an investigation and release all persons/corporations from liability or responsibility that are requesting or supplying such information. You may obtain a copy of this release for your files.

I have read and understand the nature of this release.

Signature _____ Date _____