

POCKET CARD 1 - Authorised person

Script for an authorised person requesting assistance from the person that has control or management of the railway premises (site supervisor), to require rail safety worker/s to attend drug and alcohol testing:

- > *As an authorised person under the Rail Safety National Law, I require you to assist me in directing the rail safety worker(s) nominated to attend drug and alcohol testing.*
- > *When you are speaking to the rail safety worker(s) please advise you have been directed by an authorised person to request they attend and wait for testing. Please refer to the script on this card when you speak to the worker.*

Provide the rail transport operator's site supervisor with the script card. If the site supervisor refuses to assist say the following:

- > *Under the Rail Safety National Law, it is an offence to fail to facilitate or give reasonable help to me as an authorised person.*

Script for requiring a rail safety worker to wait to undergo D&A testing:

- > *I am an authorised person authorised under the Rail Safety National Law to conduct drug and alcohol testing. Here is my ID card.*
- > *I require you to wait here for the purpose of undergoing D&A testing. If you refuse, it is an offence under the Rail Safety National Law. Do you understand?*

POCKET CARD 2 - Authorised person

Steps to be followed, after a non-negative on-site breath or drug test result:

- > **Obtain** full details and documentation of the positive test result.
- > **Notify** those who need to know within the organisation of the positive test result, in accordance with the DAMP.
- > **Notify** the rail safety worker in a private and confidential manner.
- > **Following a positive breath test**, direct the rail safety worker to attend breath analysis testing at a police station.

At the police station,:

- > Show your ID card.
- > Have copy of regulation 11 – Police have the authority to conduct breath analyses
- > Note that the process the Police follow for evidentiary breath analyses is the same as for driver testing. There is a zero-alcohol tolerance for rail.

Advise the police:

- > *I am an authorised person under the Rail Safety National Law. I conduct drug and alcohol testing of rail safety workers.*
- > *A rail safety worker has returned a positive preliminary breath test.*
- > *NSW Police are authorised to conduct evidentiary breath analyses of rail safety workers under regulation 11 of the Rail Safety (Adoption of National Law) Regulation 2018.*

Following a breath analysis:

- > **Provide** rail safety worker with a statement signed by the authorised person or police specifying the blood alcohol content. The rail safety worker may also request a blood test at their own expense.
- > **Advise** the rail safety worker of the right to have any urine or oral fluid sample independently analysed at their own expense.
- > **Arrange** for the rail safety worker to discuss their test result with the rail transport operator, their manager and/or HR manager.
- > **Maintain appropriate records** of the positive test result and document details of the process followed.
- > **This documentation** may later be used to prepare a formal statement.