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9/30/85

Applicants' Exhibit 34
CCNC Contention WB-3
Docket No. 50-400



CP&L Drug and Alcohol Awareness
And Supervisory Training Program

NUCLEAR REGULATORY COMMISSION

Docket No. 50-400 Official Exh. No. 34
In the matter of Shearon Harris
Staff _____ IDENTIFIED ☒
Applicant ☒ RECEIVED ☒
Intervenor _____ REJECTED _____
Gen'l's Off'r _____
Contractor _____ DATE 9-30-85
Other _____ Witness _____
Reporter JW

CAROLINA POWER & LIGHT COMPANY

DRUG AND ALCOHOL AWARENESS AND
SUPERVISORY TRAINING PROGRAM

CAROLINA POWER & LIGHT COMPANY

DRUG AND ALCOHOL AWARENESS AND
SUPERVISORY TRAINING PROGRAM

SUPERVISOR TRAINING MEETINGS

OBJECTIVE:

TO ENSURE THAT SUPERVISORS ARE EQUIPPED TO HANDLE DRUG-RELATED PROBLEMS, TO REDUCE THE RISK OF DRUGS AND ALCOHOL BEING USED ON THE JOB, AND ENSURE THAT WORK IS NOT CARRIED OUT BY COMPANY EMPLOYEES UNDER THE INFLUENCE OF THESE SUBSTANCES.

DESIGN:

SCHEDULE OF MEETINGS AT NUCLEAR PROJECTS, CONSTRUCTION SITES AND HEADQUARTERS, PRESENTED BY MANAGERS AND HEALTH PROFESSIONALS TO GROUPS OF SUPERVISORS, IN ACCORDANCE WITH OPERATING-SCHEDULE REQUIREMENTS OF FACILITY.

IMPLEMENTATION:

PRESENTATIONS TO BE MADE BY MR. JOE HARNESS OR MR. W. V. COLEY AND BENSINGER-DUPONT HEALTH PROFESSIONAL. AN EMPLOYEE RELATIONS REPRESENTATIVE WILL ATTEND ALL SESSIONS.

COORDINATION:

EMPLOYEE RELATIONS WILL ARRANGE AND COMMUNICATE MEETING SCHEDULE. THEY WILL MAKE APPROPRIATE ARRANGEMENTS WITH BENSINGER, DUPONT & ASSOCIATES FOR HEALTH PROFESSIONALS' SCHEDULE. MEETING DATES AND TIMES WILL BE COORDINATED BY RAY GIEMZA.

MATERIALS REQUIRED:

EMPLOYEE RELATIONS/TRAINING WILL MAKE AVAILABLE THE FOLLOWING MATERIALS:

LEADER'S GUIDE FOR PROGRAM PREPARATION

SUPERVISORY KITS CONTAINING:

"Behavior and Job Performance Warning Signs"
(wallet-size card)

"Questions and Answers for Supervisors Regarding Drug
and Alcohol Abuse Policy"

These kits should be handed to supervisors at the beginning of the supervisory session.

SLIDES FOR THE PRESENTATION WILL BE PROVIDED BY TRAINING. A
MASTER LIST OF SLIDES AND ORDER OF PRESENTATION IS
AVAILABLE.

LOCATION:

ROOM ARRANGEMENTS AND SETTING-UP FOR MEETINGS SHOULD BE
HANDLED BY THE LOCATION MANAGER.

MASTER LIST OF SLIDES AND ORDER OF PRESENTATION

<u>Slide #</u>	<u>Description</u>	<u>Presented By</u>
1	Alcohol and Drug Abuse Policy	1 - 3: Manager (Segment 1 - All Employees)
2	National/Industry Problem Affecting	
3	Health and Safety Impact	
<hr/>		
4	What Image Do You See	4 - 14: Health Professional
5	Did You See	
6	Categories of Drugs	
7	Alcohol - Most Widely Used	
8	1) Stimulants	
9	2) Narcotics	
10	3) Sedative-Hypnotics	
11	4) Hallucinogens	
12	5) Cannabis	
13	Remember when you buy an illegal drug	
14	Performance Issues	
<hr/>		
15	Company Policy	15 - 18 Manager
16	Company Policy	
17	Information/Training	
18	Employee Assistance Program	
<hr/>		
19	Possibly Unfit Symptom #1	19 - 34 Health Professional
20	Possibly Unfit Symptom #2	
21	Possibly Unfit Symptom #3	
22	Possibly Unfit Symptom #4	
23	Possibly Unfit Symptom #5	
24	Possibly Unfit Symptom #6	
25	Probably Unfit Symptom #1	
26	Probably Unfit Symptom #2	
27	Probably Unfit Symptom #3	
28	Probably Unfit Symptom #4	
29	Probably Unfit Symptom #5	
30	Warning Signs	
31	Drug Issues	
32	The Supervisor's Primary Responsibility	
33	Two Little Words	
34	Supervisor's Motto	
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35	Finished Files	35 - Manager

SUPERVISORY TRAINING
DRUG AND ALCOHOL AWARENESS PROGRAM

SEGMENT 1

This segment consists of an introduction by the location manager; a drug and alcohol abuse educational presentation by a health professional; an explanation of Company policy by Nuclear Operations management.

INTRODUCTION Nuclear Operations Management

ACTION Show Slide #1
Carolina Power & Light Company Alcohol and
Drug Abuse Policy

COMMENTARY

You have been asked to attend today's meeting so that all of us can be made fully aware of the serious impact that drug and alcohol abuse can have on health, safety, and work performance, and so that as Carolina Power & Light Company supervisors you are fully aware of the Company's policy on these issues.

The format of today's meeting will be as follows: after introduction to the topic, a leading health professional will talk to you about drug and alcohol abuse. Following Dr./Mr. _____'s presentation, he will answer any questions you may have concerning the health and safety aspect of drugs and alcohol. I will then review Company policy and give you the opportunity to ask questions concerning this policy.

Handouts have been placed on each seat for you to take away with you from this meeting.

Some of you in the meeting today may be asking yourself, "Why all this special attention on drugs and alcohol right now? We had discussion on this subject over a year ago." The NRC has put out rules on this matter and we want to make sure all supervisors are familiar not only with policy, but what they are to do to implement it. There have been a number of new supervisors appointed and this matter requires constant attention.

ACTION

Show Slide #2
National/Industry Problem Affecting:
- Health
- Safety
- Productivity
- Public Confidence

COMMENTARY

You need not look any farther than the daily headlines to realize that this is a serious problem both nationally and in our own industry; a problem that affects the health and safety of employees, productivity, on a national and industrial level, and one that can undermine public confidence in a company such as ours, which depends on the public trust. At a nuclear generating plant, we shoulder the additional responsibility of highly sensitive material, Federal regulatory rules, a tremendous investment in plant and equipment, and the fishbowl environment that goes with it.

ACTION

Show Slide #3
Health and Safety Impact

COMMENTARY

Although this concern is generally one for all society and nuclear public utilities to deal with, it is a very important issue for all of us at Carolina Power & Light Company.

The program that you will be involved in today is important to each of you. For those of you who may have a tendency to abuse drugs or alcohol, we want to let you know what you can do to help yourself--and in clear terms, what might happen if you choose not to do so. For those of you who have nothing to do with drugs or alcohol, we want you to be aware that your safety and efficiency can be jeopardized by a co-worker who abuses drugs and alcohol on the job.

The Company--each of us--is concerned about the use and influence of drugs, including alcohol, on the job. Our goal as members of the Carolina Power & Light team is to get the job done in a safe and efficient manner. Reaching that goal is not possible unless we can be assured of a drug free environment. And it should be clearly understood that these remarks pertain to management level personnel every bit as much as to the newest employee. I am asking each of you to join with me in assuring that drugs and alcohol are kept off the job.

I would now like to introduce Dr. _____, who is a recognized expert in Substance Abuse. After Dr. _____'s presentation, I hope that you will ask any questions which may be on your mind. After all your questions have been answered, I will talk to you about the Company's policy on drugs and alcohol.

NOTE: A BIOGRAPHY OF THE HEALTH PROFESSIONAL ASSIGNED TO YOUR LOCATION WILL BE PROVIDED. YOU MAY USE THIS AS AN INTRODUCTION, OR SIMPLY INTRODUCE THE HEALTH PROFESSIONAL AND ASK HIM TO COMMENT ON HIS BACKGROUND AND EXPERIENCE.

PRESENTATION BY HEALTH PROFESSIONAL

The health professional assigned to your location will now present a segment on drug awareness for the employees. The presentation will be based on the following slide outline:

INTRODUCTION

- | | |
|-----------------|---|
| <u>Slide #4</u> | What Image Do You See When You Hear the Words, "Drug Addict?" |
| <u>Slide #5</u> | Did You See: <ul style="list-style-type: none">- A Woman?- A Child?- An Old Person?- Someone Well Dressed? |

OVERVIEW OF CATEGORIES OF DRUGS

- | | |
|-----------------|--|
| <u>Slide #6</u> | <ul style="list-style-type: none">- Pharmaceuticals
(Prescription)- Illegals
(Street)- Over the Counter
(Patent Medicine)- Alcohol
(Most Dangerous) |
|-----------------|--|

INDIVIDUAL DESCRIPTIONS OF DIFFERENT TYPES OF DRUGS

ALCOHOL

Slide #7

Alcohol

- Most widely abused

OTHER DRUGS

Slide #8

1. Stimulants (Uppers)

- Cocaine
- Amphetamines
- Coffee

Effects: Stimulated, hyperactive,
psychotic-like in some cases

Slide #9

2. Narcotics

- Opiates (heroin, morphine)
- Synthetics (Methadone)

Effects: Drowsiness, sleepy

Slide #10

3. Sedative-Hypnotics (Downers)

- Barbiturates
- Minor Tranquilizers
(Valium, Librium, etc.)
- Sedatives (Quaaludes)

Effects: Sleepy, drowsy, drunk, depressed

Slide #11

4. Hallucinogens

- LSD (Acid)
- Peyote (Mushrooms)
- PCP (Angel Dust)

Effects: Visual and auditory perceptions are
distorted. Psychotic (crazy)
behavior.

Slide #12

5. Cannabis

- Marijuana
- Hashish
- THC

Effects: Lethargy, mellowing, apathy,
distorted perceptions

Slide #13

Remember When You Buy An Illegal Drug,
You Don't Know

1. Actual Drug
2. Strength
3. Purity
4. Other Contents.

CONCLUSION BY HEALTH PROFESSIONAL

Slide #14

PERFORMANCE ISSUES

1. Safety:
When You Use
When Your Co-Workers Do
2. Job Security
If "busted," it's Gone.
3. Law
If "busted," maybe some hard time.

QUESTIONS FROM SUPERVISORS

MANAGER

Thank health professional for interesting and informative presentation and invite supervisors to ask questions of the health professional concerning drug and alcohol abuse.

NOTE: MANAGERS SHOULD AT THIS TIME ENSURE THAT QUESTIONS AND ANSWERS ARE RELATED TO THE HEALTH AND SAFETY ASPECT OF DRUG AND ALCOHOL ABUSE. IF QUESTIONS PERTAINING TO COMPANY POLICY ARISE, INFORM EMPLOYEES THAT YOU WILL BE EXPLAINING COMPANY POLICY IN THE NEXT SEGMENT OF THE MEETING AND WILL ADDRESS THOSE QUESTIONS AT THAT TIME.

CONCLUDE QUESTION TIME AND MOVE INTO COMPANY POLICY.

COMPANY POLICY

Nuclear Operations Management

NOTE: TO FURTHER ENHANCE YOUR KNOWLEDGE AND PREPARE FOR EMPLOYEE AND SUPERVISORY QUESTIONS, YOU SHOULD ALSO STUDY THE MANAGEMENT GUIDELINES AND QUESTION AND ANSWER HANDOUT.

COMMENTARY

If there are no further questions for Dr. _____, I would like to talk about the Company's policy in terms of discipline, enforcement, and alternatives. A copy of the Company's Policy Statement on alcohol and drugs is included in the Supervisor's Reference Guide you found on the seat when you came into the meeting room.

The Company prohibits:

ACTION

Slide #15

COMPANY POLICY

- Working under the influence of illegal drugs or alcohol-impairing fitness for duty.

COMMENTARY

Working when fitness is impaired by the effects of illegal drugs or alcohol: The Company has a right to expect all employees to be in condition to perform their jobs. Fitness for duty is a condition of employment. If fitness is impaired, it does not matter when the drug was taken. An accident can be caused as easily by a joint of marijuana smoked on the way to work, or during lunch, as if it were smoked on Company time.

ACTION

Same Slide

- Use, possession, distribution of drugs or controlled substances on Company time/property.

COMMENTARY

Employees who unlawfully use, distribute, or possess drugs or controlled substances while on Company time or on Company property will be subject to discharge. Illegal substances will be confiscated and turned over to the appropriate law enforcement agency.

ACTION

Same Slide

- Arrest for drug use, sale, or possession causing adverse impact on Company operations.

COMMENTARY

Employees found to be unlawfully involved with drugs or controlled substances on their own time will be subject to disciplinary action up to and including discharge.

The Company considers illegal drug and alcohol abuse to be an extremely serious matter. Company policy allows for termination even for a first offense. The Company will be fair, but we will be strict--especially with employees in possession of or using illegal drugs on Company property. An employee suspected of being under the influence of drugs or alcohol will be asked to take a fitness for duty exam. Positive results from the exam may require the employee to be disciplined. Employees taking legal drugs for legitimate medical causes will naturally not be disciplined. They should be aware, though, of possible job impairment and should notify their supervisor or personnel representative. An employee who refuses to take a fitness for duty exam will be considered insubordinate and will be disciplined accordingly.

ACTION

Slide #16

- Law enforcement notification if drugs found.

COMMENTARY

We plan to notify the proper law enforcement authorities whenever we find drugs. That's our obligation under law. We will also cooperate with authorities in pursuing whatever investigations or prosecutions they may choose to make.

We also reserve the right to investigate the possible use or sale of illegal drugs in much the same way we investigate other illegal activity on our property. Local management will have the responsibility for working with security in conducting these investigations.

INFORMATION/TRAINING

ACTION

Slide #17

Information

- Questions & Answers
- Supervisory training and guidelines

COMMENTARY

The Company has already initiated an employee assistance program.

ACTION

Slide #18

Employee Assistance Program

- Confidential
- Professional counsellors
- Preventive while maintaining job
- Will not prevent discipline

COMMENTARY

Carolina Power & Light has an Employee Assistance Program. This program is designed to provide a highly confidential experience source of help for any employee whose personal problems have grown to the point that they seriously affect his or her ability to function on the job. Drug- and alcohol-related problems certainly qualify. Occasionally people find solutions to their own problems. However, more often employees are unable to find the right resource to be of real help. For these employees, the employee assistance program is available to provide help to the employee and his/her family.

In some cases, the EAP Program representative will refer the employee to a professional service or facility for help. The services of the program in itself are paid for by the Company. In addition, the medical plans offered by the Company cover most, and sometimes all, of the cost for the professional treatment and counseling which may be required.

The Employee Assistance Program is voluntary and personal. Some drug and alcohol problems are the type of addictions that require medical attention. Some users may consider them casual and personal, but an employee's fitness and judgment extends well beyond his or her own work and affects co-workers and the Company. The employee assistance program can help an employee to get back on the right track

before they jeopardize the safety and health of themselves and others. A request for assistance through the Employee Assistance Program cannot be used by an employee as a means of avoiding disciplinary action when violation of the Company's drug or alcohol abuse policy has occurred.

The message is simple. The Company wants to keep drugs and alcohol from posing a more serious threat than they already do. We want to rid ourselves completely of their effects. We want to maintain employees dignity and safety. Your health and safety, and your success with the Company, may very well depend on how well we all do in this regard. It goes without saying that the problem is ours--yours and mine.

- You have heard the overview on health effects, and also a description of our policy on drugs. I will ask Dr. _____ to come back and talk about some of the behavioral "warning signs" that may affect an employee's performance as a result of drug or alcohol use.

Afterward, I will present to you the Company management guidelines for handling drug and/or alcohol related incidents. [Mr. _____ (personnel representative) is available to join me in commenting on the guidelines.] But first, Dr. _____.

HEALTH PROFESSIONAL'S PRESENTATION FOR SUPERVISORS

The health professional will now present a segment on recognition of possibly unfit and probably unfit signs in behavior, based on the following slide outline.

<u>Slide #19</u>	<u>Possibly Unfit Symptom #1</u> Appearance is - <ul style="list-style-type: none">- Confused- Befuddled- Disoriented
<u>Slide #20</u>	<u>Possibly Unfit Symptom #2</u> <ul style="list-style-type: none">- Drowsy- Dropping off- Nodding
<u>Slide #21</u>	<u>Possibly Unfit Symptom #3</u> <ul style="list-style-type: none">- Lethargy- Lack of energy

- Slide #22 Possibly Unfit Symptom #4
Behavior is -
- Belligerent
- Argumentative
- Slide #23 Possibly Unfit Symptom #5
- Tremors
- Shakiness
- Slide #24 Possibly Unfit Symptom #6
Unusually talkative or quiet.
- Slide #25 Probably Unfit Symptom #1
Gait is -
- Unsteady, lurching, and/or staggering walk
- Swaying when standing still
- Slide #26 Probably Unfit Symptom #2
Speech is -
- Slurred, confused, unintelligible, and/or incoherent.
- Slide #27 Probably Unfit Symptom #3
Hard to Awaken -
- Stupor
- Heavy sleep
- Unconscious
- Slide #28 Probably Unfit Symptom #4
Eyes are -
- Fixed
- Glassy
- Staring
- Slide #29 Probably Unfit Symptom #5
BIZARRE BEHAVIOR -
- Uncontrolled hilarity
- Threat of violence
- Actual violence
- Slide #30 WARNING SIGNS
- Alcohol smell
- Chronic tardiness or absence
- Bleary eyes/dark glasses
- Missed appointments
- Frequent grievances
- Patterns of decline in dress, manner, behavior

Slide #31

Drug Issues

1. Synergy (1 + 1 = 4)
2. Half-life (drug stays in the body a long time)
3. Tolerance (lethal limits)
4. Expectations

Slide #32

The Supervisor's Primary Responsibility

1. Employee Safety
- +
2. Job Performance
- =
- Employees Who Are Fit To Work

Slide #33

Two Little Words Which Spell Trouble

"AGAIN"
"STILL"

Slide #34

Supervisor's Motto -

Know your PEOPLE!

(END OF PRESENTATION)

QUESTIONS - Manager

Thank health professional and invite questions. Point out that a handout summarizing these behavioral signs is contained in the kit they received.

Allow a few minutes for questions, then go to guidelines.

GUIDELINES FOR HANDLING DRUG & ALCOHOL RELATED INCIDENTS-Manager

COMMENTARY

Are there any other questions for Dr. _____?
If not, I would like to discuss with you the guidelines for administering the Company's policy on drug and alcohol abuse. You will find a copy of the guidelines in the packet which was passed out earlier. I would like to go through each with you at this time.

GUIDELINES

Manager should now go through "Management Guidelines" and discuss the Questions and Answers.

QUESTIONS - Manager

Invite questions from supervisors. The personnel representative present will assist you in handling questions concerning guidelines.

CONCLUSION

Conclude question time and close on a positive note using Slide #35 as follows:

COMMENTARY

Thank you for your attendance and participation. Since observation is so vitally important, let's just test our powers of observation. Look at this slide for 15 seconds and count the number of F's you can see. I will only leave the slide up for 15 seconds (count).

ACTION

Show slide FOR 15 SECONDS ONLY. NOW SWITCH OFF THE SLIDE PROJECTOR.

Slide #35

Finished files are the result of experimentation of scientific facilities.

- ASK - How many saw four F's?
- How many saw five F's?
- How many saw six F's?

ANSWER - 6 (Most people don't see the two F's in "of".)

COMMENTARY

You often see what you expect to see. As supervisors you need to assure yourself that you are alert to your employee's fitness for duty. As today's quiz points out, we do not always see what is there.