

PRE-EMPLOYMENT DRUG TESTING POLICY

Advance Auto Parts, Inc. (referred to in this policy as “Advance”) is firmly committed to ensuring a safe, healthy, productive and efficient work environment for our Team Members, as well as our customers and to the public in general. Advance has a vital interest in preventing accidents and injuries resulting from the misuse of alcohol or drugs. The unlawful or improper presence or use of drugs or alcohol in the workplace presents a danger to everyone. For these reasons, Advance has established the following pre-employment drug testing policy.

This policy applies to applicants for all positions (except applicants regulated by the U.S. Department of Transportation, who are subject to different drug and alcohol testing policies), including any applicant for any such position who was formerly employed by Advance (unless prohibited by law).

Questions regarding the meaning or application of this policy should be directed to your Human Resources or recruiter contact. This policy is not a contract of employment. If an applicant fails to comply with this policy, the applicant will be ineligible for employment.

Required Testing Of Applicants

All applicants to whom Advance has given a conditional offer of employment are required to submit to a pre-employment drug test and must receive a negative result as a condition of employment.

Consequences For Policy Violations

Positive Test Results

Any applicant who receives a verified positive drug test result will be ineligible for employment with Advance. Advance’s decision shall be based only on the results of the drug test or a refusal to test.

Refusal To Submit

Although applicants have a right to refuse to submit to a test, any applicant who refuses to submit to a test will be ineligible for employment with Advance. The following conduct will be considered as refusing to submit to a test:

- refusing or failing to appear for a substance abuse test within a specified time, as determined by Advance, after being directed to do so by Advance;
- failing to sign an authorization form permitting the release of the drug test result to Advance;
- failing to remain at the testing site until the testing process is complete;
- failing to provide a urine or blood specimen for collection;
- failing to provide a sufficient amount of urine when directed, without an adequate medical explanation;
- failing or declining to take a second drug test that Advance or collector has directed to be taken;
- failing to undergo a medical examination or evaluation, as directed by the MRO as part of the verification process, or as directed by Advance as part of the “shy bladder” procedures;
- adulterating or substituting a specimen, or attempting to adulterate or substitute a specimen;
- in the case of a directly observed or monitored collection in a drug test, failing to permit the observation or monitoring of the provision of a urine specimen (unless prohibited by law); and
- failing to cooperate with any part of the testing process, such as by delaying the collection, testing or verification process or otherwise engaging in conduct that clearly obstructs or manipulates, or attempts to obstruct or manipulate, the testing process.

Consumption of Food or Food-Products Containing Hemp

The consumption of food and food-products containing hemp may cause an applicant to test positive. A test result that is positive as a result of an applicant’s consumption of food or food-products containing or made from hemp or hemp products will be reported as a positive test and the applicant will be ineligible for employment.



Test Results, Confidentiality & Testing Expenses

Applicants will be provided with a copy of their test results if they test positive or if otherwise required by law. Applicants in Boulder, Colorado may request a copy of the records pertaining to his or her positive test result, and may submit written information to Advance explaining such result.

Advance will maintain records of its substance abuse program in a secure location with controlled access. These records are confidential and will not be disclosed, except in accordance with applicable law.

Advance will pay for all drug or alcohol tests required by the company, which includes a confirmation drug test performed on an applicant's urine specimen.

Drug Testing Procedures

Advance's drug testing procedures comply with applicable laws. Advance's procedures ensure the integrity, confidentiality and reliability of the testing process, safeguard the validity of the test results and ensure that test results are attributed to the correct individual. The procedures also minimize the impact upon the privacy and dignity of applicants undergoing such tests. In Iowa, Advance's drug testing procedures comply with Iowa Code Ann. §730.5. Drug testing will be conducted via urine testing. Advance has established a chain of custody procedure for urine specimen collection and testing that will verify the identity of each urine specimen and test result.

Laboratories

In general, drug tests will be administered at outside collection facilities and analyzed by laboratories which are certified by the U.S. Department of Health and Human Services ("DHHS-certified laboratory"), or are otherwise required or permitted by applicable state and local laws. All drug testing in Montana will follow the procedures utilized by the U.S. Department of Transportation, 49 C.F.R. Part 40.

Drugs to Be Tested

Unless otherwise prohibited by law, Advance will test for the following drugs: amphetamines (including Ecstasy), cocaine, marijuana, opiates, phencyclidine (PCP), and their metabolites. In Oklahoma, Advance will test for drugs and alcohol as defined in the Standards for Workplace Drug and Alcohol Testing Act, including controlled substances approved for testing by the State Commissioner of Health.

Confirmation and Review of Drug Test Results

All positive drug test results will be confirmed by gas chromatography and mass spectrometry ("GC/MS"). All confirmed positive drug test results will be reviewed by a medical review officer ("MRO") to determine whether there is any legitimate explanation for the positive test result. This review may include a medical interview, review of the applicant's medical history, or review of any other relevant biomedical factors and all medical records made available by the applicant.

An applicant's use of prescription and over-the-counter medications may result in a positive test result. Applicants will be given the opportunity to discuss with the MRO any legitimate explanation for the positive test result. Applicants may provide any information which may be considered relevant to the test, including identification of prescription or nonprescription drugs currently or recently used, or other relevant medical information. If the MRO determines that there is a legitimate medical explanation for the confirmed positive test result, the MRO will report the test result as negative. If the MRO determines that there is no legitimate explanation for the confirmed positive test result, the result will be verified by the MRO as a confirmed positive test. If an applicant refuses or fails to make himself/herself available to speak with the MRO, the MRO may verify a test as positive without having communicated directly with the tested individual.

If the MRO reports to Advance that a negative drug test was dilute, the applicant will be directed to take another test immediately. If the applicant refuses to take a second test, this constitutes a refusal to test. If the second test is negative dilute, the test stands as a negative/pass.



Right to Request Confirmatory Re-test After Testing Positive

Applicants who test positive may request a confirmatory re-test of the original specimen, at their own expense, in a different DHHS-certified laboratory (or other laboratory required or permitted under state law) selected by Advance (unless otherwise required by law). In general, this request must be made by the applicant within 72 hours of notification of the positive test result by the MRO, unless otherwise specified by law. However, in certain states, including Maryland, Minnesota, and North Carolina, applicants who test positive will be notified by Advance in writing of their test results and will be advised of the time period in which to request a confirmatory re-test. No other appeal procedure is available.

Inability to Provide Adequate Amount of Urine

Applicants must provide at least 45 milliliters of urine for a drug test. If the applicant is unable to provide such a quantity of urine, then the individual will be instructed to drink a set amount of fluids and, after a set period of time, again directed to provide a complete specimen. If the applicant refuses to drink the fluids as directed, or refuses to provide a new urine specimen, this will constitute a refusal to submit to a test. If an applicant has not provided a sufficient specimen within a certain time period after the first unsuccessful attempt to provide the specimen, Advance will direct the applicant to submit to blood testing, where permitted by law. If blood testing is not permitted by law or is not feasible, the applicant will be directed to submit to a medical evaluation, as soon as possible, from a physician selected by Advance. If the physician determines that there is no legitimate medical explanation for the individual's failure to provide an adequate amount of urine, this will constitute a refusal to submit to a test. If the physician determines that there is a legitimate medical explanation for the individual's failure to provide an adequate amount of urine, Advance, in consultation with the physician or MRO, will determine whether the applicant should be retested, including whether a reasonable accommodation, if applicable, can be made which will provide an adequate, accurate and timely test result that will not impose an undue hardship on the program.

Adulterated or Substituted Urine Specimens

Procedures for collecting specimens allow an individual privacy unless there is a reason to believe that a particular individual may adulterate or substitute the specimen. In such cases, a specimen may be obtained under the direct observation of a collection site person of the same gender as the applicant, unless prohibited by law.

