



**Tennessee Valley Authority**, 400 West Summit Hill Drive, Knoxville, Tennessee 37902

**Peyton T. Hairston, Jr.**  
Acting Vice President  
Labor Relations

October 7, 2010

Ms. Gay Henson  
Valley-Wide President  
Engineering Association, Inc.  
34 Market Square  
Knoxville, Tennessee 37902

Dear Ms. Henson:

During an audit of TVA's non-nuclear Fitness for Duty (FFD) program, it was recommended that TVA, as a workplace safety best practice, address employees who have multiple alcohol Administrative Positives. An Administrative Positive is an alcohol test result between 0.020 and 0.039 Breath Alcohol Content (BrAC). An alcohol test result at or above 0.040 BrAC is classified as a Positive.

Our current alcohol testing policy does not set forth consequences for employees who repeatedly report to work with an alcohol level at or above the impairment level of 0.020 percent BrAC. Presently, individuals who have an Administrative Positive are withheld from any work duty for 24 hours in non-work, pay status and must provide a negative alcohol test before returning to work. This will remain the policy for the first Administrative Positive; unless it follows a Positive test result.

This letter is to advise you that on December 1, 2010, the non-nuclear FFD policy on Administrative Positives is changing. The revised policy will provide for progressive disciplinary consequences for multiple instances of alcohol tests that are between 0.020 and 0.039 BrAC.

Employees with prior Positive and/or Administrative Positive alcohol or drug tests will be individually notified of this change in policy.

A copy of the revised policy is enclosed for your information.

Sincerely,

A handwritten signature in black ink, appearing to read 'Peyton T. Hairston, Jr.', written over a printed name.

Peyton T. Hairston, Jr.

Enclosure