

<b>JAGUAR ENERGY SERVICES, LLC</b> <b>310 N Parkerson Ave</b> <b>Crowley, LA 70526</b>	<b>ALCOHOL, DRUGS, FIREARMS,</b> <b>AMMUNITION, EXPLOSIVES,</b> <b>WEAPONS, AND SEARCHES</b>
<b>Original Date of Implementation: October 2013</b> <b>New Effective Date: April 14, 2014</b>	<b>Plan Revision Date:</b> <b>Page 1 of 5</b>
<b>Reviewed By: Jared Monk</b>	<b>Date: 01/10/2022</b>

**Section 10.0**  
**ALCOHOL, DRUGS, FIREARMS, AMMUNITION,**  
**EXPLOSIVES, WEAPONS, AND SEARCHES**

**A. Purpose**

The purpose of this procedure is to inform all employees regarding the possession or use of alcohol, drugs, firearms, and other dangerous items in the workplace.

**B. Scope**

This procedure applies to all **JAGUAR ENERGY SERVICES, LLC** personnel including field, office, shop, and management.

This procedure is applicable to all **JAGUAR ENERGY SERVICES, LLC** premises and customer premises where **JAGUAR ENERGY SERVICES, LLC** employees conduct business.

Personnel can review **JAGUAR ENERGY SERVICES, LLC's** Anti-Drug and Alcohol Misuse Prevention Program for additional information related to this procedure.

**C. Responsibilities**

1. The Safety Coordinator or his/her designee is responsible for ensuring that employees have completed the training required by this procedure.
  - (a) Additional responsibilities include:
    - (i) The implementation of this Policy.
    - (ii) Take corrective actions on all violations or suspected violations of this procedure.
    - (iii) Documentation of completion by each employee.
2. The Supervisor is responsible for providing assistance in the implementation of this policy.
3. All employees are responsible for understanding the requirements of this procedure and conducting all work-related tasks according to these requirements.

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#### **D. Procedure**

**JAGUAR ENERGY SERVICES, LLC** recognizes that substance abuse by any employee can have an adverse effect on the employee's ability to perform their work in a safe manner and can expose other employees, customers, the public, and **JAGUAR ENERGY SERVICES, LLC** to unwanted risks.

**JAGUAR ENERGY SERVICES, LLC** has a *ZERO TOLERANCE* policy when found in violation of drug use, alcohol abuse, or in possession of firearms. Any employee that test positive for drugs or alcohol is subject to termination immediately. Any employee who knowingly brings contraband or firearms on company property is subject to termination immediately.

1. To eliminate these risks, **JAGUAR ENERGY SERVICES, LLC** has adopted this procedure, which prohibits the possession and use of illicit drugs, alcohol, weapons, firearms, ammunition, and explosives while performing job related duties, while on customer or **JAGUAR ENERGY SERVICES, LLC** premises, and while operating a **JAGUAR ENERGY SERVICES, LLC**-vehicle or **JAGUAR ENERGY SERVICES, LLC**-sponsored vehicle.
  
2. *Drug Testing:* All or specified employees may be required to submit to a medical examination and to submit urine, saliva, breath, and or blood samples for testing for the presence of illegal drugs or misused prescription drugs. Refusal to take a drug or alcohol test may result in the employee forfeiting his or her eligibility for medical and indemnity benefits under State Worker's compensation law. Also, such refusal is caused for automatic termination of the employee which may also cause denial of unemployment compensation.
  
3. **Alcohol and Drugs, Prescription Drugs and Non-Prescription Drugs.**  
**JAGUAR ENERGY SERVICES, LLC** employees must inform the Supervisor in charge or Safety Coordinator of the current use of either prescription or non-prescription (over the counter) medications that may affect their ability to safely execute their job responsibilities.
  - (a) Affected operations include but are not limited to:
    - (i) Entering and working at customer premises
    - (ii) Operating **JAGUAR ENERGY SERVICES, LLC**-vehicles
    - (iii) Operating **JAGUAR ENERGY SERVICES, LLC** or client equipment

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- (iv) Operating personal or rental vehicles on **JAGUAR ENERGY SERVICES, LLC** business.

4. **Alcohol**

The possession or use of alcohol on **JAGUAR ENERGY SERVICES, LLC** or customer premises, or entering any job site while under the influence of alcohol is prohibited.

- (a) Operating a **JAGUAR ENERGY SERVICES, LLC**-, personal-, or rental vehicle on **JAGUAR ENERGY SERVICES, LLC** business while under the influence of alcohol is also prohibited.
- (b) Operating **JAGUAR ENERGY SERVICES, LLC** or client equipment while under the influence of alcohol is prohibited.

5. **Illegal Drugs**

The possession or use of illegal drugs on **JAGUAR ENERGY SERVICES, LLC** or customer worksites is strictly prohibited. Entering any job site while in possession of or under the influence of illegal drugs is also prohibited.

- (a) **JAGUAR ENERGY SERVICES, LLC** shall notify local authorities of any violation of law.
- (b) Operating **JAGUAR ENERGY SERVICES, LLC** or Client equipment while in possession of or using illegal drugs is strictly prohibited.

6. **On-Call Procedure On-Call Deferral**

**JAGUAR ENERGY SERVICES, LLC** employees activated while on-call are subject to all of the requirements set forth in this procedure.

- (a) If an employee believes that they may be under the influence of alcohol, drugs or combination thereof, they must notify their Supervisor of the need to send alternate personnel.
- (b) Recent use of even small amounts of alcohol or drugs may require an employee to defer a call-out.
- (c) Deferral of a call-out shall not result in disciplinary action under this procedure.

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7. **Firearms**  
The possession of firearms, ammunition, weapons, or explosives on **JAGUAR ENERGY SERVICES, LLC** or customer premises is strictly prohibited.
  
8. **Searches**  
**JAGUAR ENERGY SERVICES, LLC** or its customer reserves the right, at all times, when circumstances warrant, to have authorized personnel conduct searches or inspections of employees' personal effects, lockers, baggage, vehicles, and quarters, for the purpose of determining if any employees are in possession of any illegal or unauthorized items.
  - (a) These searches shall be conducted from time to time without prior announcement.
  - (b) **JAGUAR ENERGY SERVICES, LLC** not only has the right but an obligation to conduct these searches and inspections to insure both a safe and healthy working environment aboard the properties, facilities and installations, both onshore and offshore of its customers.
  - (c) Any **JAGUAR ENERGY SERVICES, LLC** employee who refuses to submit or is found in possession of any such illegal or unauthorized items without an explanation satisfactory to **JAGUAR ENERGY SERVICES, LLC** shall be subject to disciplinary action up to and including termination.
  - (d) When appropriate, such items discovered through these **JAGUAR ENERGY SERVICES, LLC** searches may be taken into custody and may be turned over to the proper law enforcement authorities.
  - (e) Employees who violate this policy shall be immediately removed from the premises and shall be subject to disciplinary action which may include immediate discharge.
  - (f) Further, if laws or statutes have been violated, such violations shall be reported to the appropriate law enforcement agencies.

#### **E. Training Requirements**

1. All personnel shall be trained on the following topics:
  - (a) Call-out procedure.
  - (b) Disciplinary actions.
  - (c) Anti-Drug and Alcohol Misuse Prevention Program.

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- (d) Workplace scenarios that illustrate both compliance and non-compliance.
- (e) The contents of this procedure.

#### **F. Training Frequency**

1. All personnel shall be trained according to the following schedule:
  - (a) Initially upon hire.
  - (b) As necessary thereafter.