



DRUG & ALCOHOL TESTING QUARTERLY NOTIFICATION - FORM 3

Completed forms should be forwarded to ITSRR Fax: 02 8263 7256 Email: danotifications@transportregulator.nsw.gov.au

OPERATOR INFORMATION

Name of operator: Phone:

Contact officer:

Address:

Email:

Signature: Date: / /

For the quarter ending: / /

Worker category		Train drivers	Guards	Controllers/ signalers	Station staff	Rolling stock maintenance	Railway infrastructure maintenance	Shunters	Others	TOTAL
Number of Rail Safety Workers										
Alcohol tests	Random Pre Sign On									
	Random Post Sign On									
	Post Incident									
	For Cause									
	Other									
	Total Alcohol Tests									
	Total Positive Alcohol Tests									
Refused Alcohol Tests										
Drug tests	Random Pre Sign On									
	Random Post Sign On									
	Post Incident									
	For Cause									
	Other									
	Total Drug Tests									
	Positive tests									
	Amphetamines									
	Benzodiazepines									
	Cannabis									
	Cocaine									
	Methylamphetamines									
	MDMA									
Opiates										
Other										
Total Positive Drug Tests										
Refused Drug Tests										
Interfere with Results										
Failure to Supply										

Instructions

- This form should be completed and submitted to ITSRR **within 1 month** of the end of each quarter (the end of each quarter being 31 March, 30 June, 30 September and 31 December)*
- Refer to Explanatory Notes for the definition of terms
- **Completed forms should be forwarded to ITSRR Fax: 02 8263 7256 Email: danotifications@transportregulator.nsw.gov.au**
- Copies of this form may be downloaded from www.transportregulator.nsw.gov.au

Worker categories and numbers

Include estimated average worker numbers during the reporting period for each worker category. Include contractors and volunteers under the operator's direct control or supervision.

Definition of worker categories are as follows:

- Train drivers – include train drivers and second persons only
- Guards – include train guards and other on-board crew only (eg passenger service attendants). Security and transit officers should be included in the "other" category
- Controllers & signallers – include controllers and signallers only
- Station staff – include station managers and station attendants
- Rolling Stock Maintenance - include engineers, tradespersons, trades assistants undertaking the monitoring, inspecting, testing, manufacture, repair and maintenance of rolling stock
- Railway Infrastructure Maintenance – include engineers, tradespersons, trades assistants and any other "around the track personnel" undertaking design, construction, repair, modification, maintenance, monitoring, upgrading, inspection or testing of rail infrastructure
- Shunters – include workers involved in shunting activities
- Others – include any workers not included in the above categories such as cleaners, support staff and administration staff who have undertaken rail safety work as defined in the rail safety act.

Test numbers and test results

Include numbers of tests conducted for each worker category during the quarter, subject to the following rules:

- If breakdown of test numbers by worker categories has not been collected, please include totals only and make arrangements to collect all required data in future.
- Total alcohol tests – count breath tests, breath analysis and/or blood tests on the same worker on the same day as a single test. Do not count sobriety assessments or other impairment tests.
- Total drug tests – count only drug urine and blood tests. Do not count sobriety assessments or other impairment tests.
- Total positive drug tests – drug categories are defined as per AS4308.
- Total positive, total refused, total interfered and total failure to supply drug tests - ensure that individual notification forms are completed and lodged for all cases.
- "Other" alcohol and drug tests – count tests conducted as part of rehabilitation and return to work programs of workers who have failed earlier testing or self-identified as having a D&A problem. Do not include D&A testing during pre-employment testing, which is not required under the D&A Program Guidelines and is outside the scope of the Regulations.

This information is collected in accordance with the *Privacy & Personal Information Protection Act 1998 (NSW)* and the *Health Records and Information Privacy Act 2002 (NSW)*. The information will be treated confidentially.

* In accordance with Clause 36(2) of the *Rail Safety (Drug and Alcohol Testing) Regulation 2008*.