

Corporate Management Group

OBSERVED BEHAVIOR REASONABLE SUSPICION RECORD

Reasonable suspicion determined for: Alcohol Drugs
 Employee Name: Michael Elwood ID number: _____
 Address of occurrence: 245 Industrial Blvd
 City & State: Sault Rapids, MN 56379
 Date of occurrence: 04-08-15 Time of occurrence: 3:45 (Approx)

Record employee observed behavior for reasonable suspicion for the use of alcohol or controlled substances. The employer shall require the employee to submit to a controlled substance or alcohol test to a supervisor or company official determines that reasonable suspicion exists.

MARK ALL ITEMS THAT APPLY AND DESCRIBE SPECIFICS AS NEEDED

WALKING/BALANCE

- Stumbling Staggering Falling Unable to stand Sagging at knees
- Swaying Unsteady Rigid Holding on Feet wide apart

SPEECH

- Shouting Whispering Slow Incoherent Slobbering
- Slurred Rambling

ACTIONS

- Resisting Communications Insulting Hostile Profanity
- Fighting/Insubordinate Erratic Crying Threatening
- Hyperactive Drowsy Indifferent

EYES

- Bloodshot Dilated pupils Restricted pupils Wearing sunglasses
- Watery Glassy Droopy Nystagmus

FACE

- Flushed Pale Sweaty

APPEARANCE/CLOTHING

- Disheveled Dirty Messy Partially dressed Stains on clothing
- Having odor Slipper down

BREATH

- Alcohol odor Faint alcohol odor No alcohol odor Marijuana odor

MOVEMENTS

- Fumbling Jerky Slow Nervous Hyperactive

EATING/CHEWING

- Gum Candy Mints Tobacco Other

OTHER OBSERVATIONS: _____

Did the employee admit to using drugs or alcohol? YES NO
 When: The night before How much: two beerkeeps 1/2 liter
 Substances: _____ Where taken: _____

WITNESSED BY:

Signature: [Signature]
 Signature: [Signature]
 Date Report was prepared: 4-13-15

Title: CMG Office Staff
 Title: Shift Supervisor
 Time report was prepared: 4:15 11:25 am