

Notice of Procedure Change at Shell Deep Water Heliports (Drug and Alcohol Testing)

Shell Upstream Americas (UA) Deep Water Contractors

Due to increasing security mitigation for regulated offshore facilities, **unannounced** drug and alcohol testing will no longer be allowed at the Shell heliports. Shell UA Aviation has implemented a new procedure to meet your contract obligations for drug and alcohol testing.

New Process

All **unannounced or unscheduled** personnel attempting to perform drug and alcohol testing will be refused. Contractors requiring testing at Shell heliports will be required to contact an aviation focal point to obtain clearance to conduct testing. Contractors should contact the Shell aviation focal points two weeks prior to the anticipated testing date. Due to scheduling restrictions some dates may not be approved for requested days.

During onsite testing, Drug and Alcohol collectors will be given time based on set flight schedules. Flight schedule will not be altered unless approved by an aviation focal point. UA Aviation will make every attempt to adhere to the original agreed schedule of testing. Any further questions or concerns please contact the following Shell UA aviation Focal points.

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