

First and foremost, our hearts and thoughts are with everyone during this unprecedented time.

To ensure the safety of Flightline's employees, clients, vendor-partners and the broader community, Flightline Drug Testing has made the decision to temporarily close its main collection site located at 650 SW 34th Street in Ft. Lauderdale, FL and transition to a predominantly work-from-home staffing structure. To ensure your ongoing needs are met, alternate collection sites have been setup nearby:

Quest Diagnostics (drug tests only): 17th Street, Ft. Lauderdale ARCpoint Labs (drug & alcohol testing): Anglers Ave, Ft. Lauderdale

To locate the nearest collection site to you, please visit: https://appointment.questdiagnostics.com/patient/appointment

We will continue to prioritize service and your satisfaction, and ask that your direct your inquiries to us via email:

<u>eScreen@flightlinedrugtesting.com</u> - eScreen Department for ordering drug and alcohol testing electronically <u>Accounting@flightlinedrugtesting.com</u> - Accounting department for invoice or billing questions <u>Updates@flightlinedrugtesting.com</u> - for any company or personnel updates.

Info@flightlinedrugtesting.com - General inquiries

<u>Terri@flightlinedrugtesting.com</u> – Medical Review Officer Assistant – contact for assistance with test result <u>James@flightlinedrugtesting.com</u> – President – contact for any other issues/questions. Post-Accident & Reasonable Suspicion inquiries should be sent here as well.

Updates/News regarding your drug and alcohol program:

Department of Transportation / Federal Aviation Administration

As of March 16, 2020, the FAA has informed us via telephone that they have no official update/statement regarding the COVID-19 pandemic and how it will affect ongoing regulations/policies. This means that testing still needs to be completed in accordance with the Regs. They are continuing to monitor the CDC, DOT, and ODAPC for any updates, as are we.

If any updates or changes concerning your drug and alcohol program are made, we will be sure to inform you.

There is currently no exception for pre-employment testing and you still must obtain a negative test result before hiring or transferring someone into a safety-sensitive position. Random testing, while preferably completed within the quarter, can always be rolled over to the next quarter. However, the testing <u>cannot</u> be rolled over the next calendar year and expire on December 31, 2020. <u>Please make sure to let us know if you have had any employee changes as a result of this pandemic so that we can pull an accurate random selection for the 2nd quarter in April.</u>

We are continuing to monitor the situation and will let you know when our office opens again. Please do not hesitate to reach out to me directly with any questions or concerns. Our answering service will also continue to operate during this time to route any requests to our team to respond accordingly. We hope you all stay safe and healthy.

Sincerely,

James Powers, President