REYNOLDS ASPHALT AND CONSTRUCTION CO.
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NOTIFICATION OF DRUG AND ALCOHOL POLICY

EFFECTIVE DATE: January 1, 2003

Because of growing concern regarding the effects of alcohol and drug abuse in the workplace, the potential adverse impact of such abuse on employees, the safety of employees and to comply with federal laws such as the Department of Transportation's Federal Highway Administration Substance Abuse policy, Reynolds Asphalt and Construction Company (RAC) has developed a Substance Abuse Policy for our employees.

Use and misuse of alcohol or drugs can and does impair the ability of an employee to perform their duties. Such abusive activity may endanger the employee, his/her co-workers, company property, and the public at large. Reynolds Asphalt and Construction Company will try to prevent the use, misuse, and or abuse of substances which impair the employee's ability to perform their duties.

Therefore, in the interest of safety for the employee and their fellow co-workers, it is the policy of RAC to require urine drug testing and alcohol testing under the circumstances outlined in RAC's Substance Abuse Policy.

Each employee and candidate for employment is hereby notified of the following:

Safety and efficiency make enforcement of the Substance Abuse Policy a pre-requisite to providing a safe and productive workplace for all employees and our customers.

Drug and alcohol testing is part of RAC's Substance Abuse Policy, as are possible searches. Drug and alcohol testing will begin as of the effective date of this policy. The testing program was designed as a deterrent to continued abuse, and encouragement to seek help before personal problems affect job performance, and to help overcome an individual's natural tendency to deny there is a problem.

RAC has taken the necessary precautions to ensure the accuracy of all tests.

RAC will test all candidates for new hire and rehire. All applicants who fail to pass a drug test will have their employment offers revoked by RAC.

ALL OFFERS OF EMPLOYMENT ARE EXPRESSLY CONTINGENT UPON NEGATIVE DRUG TEST RESULTS.

Employees who are suspected of a violation of the Substance Abuse Policy will be tested. Any individual involved in either an on-the-job accident that causes injury to a person, including themselves, or destruction of property will be tested.

ANY EMPLOYEE WHO REFUSES A DRUG OR ALCOHOL TEST WILL BE TERMINATED.

This is only a notice and does not contain all the provisions of the Substance Abuse Policy adapted by RAC. All employees are expected to educate themselves on the policy and must agree to abide by the policy as a condition of continued employment with RAC. A complete copy of RAC's Substance Abuse Policy is attached for personnel reference and is on file with the Substance Abuse Program Manager (Bill Evans). RAC retains the privilege to make changes or revisions to any part or parts of this policy without further notice and at any time which are binding on all current employees.

Gary E. Reynolds December 2, 2002
Gary E. Reynolds, President