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# State of Alabama Department of Corrections

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COMMISSIONER

November 30, 2023

ADMINISTRATIVE REGULATION  
NUMBER

352

OPR: MEN'S AND WOMEN'S  
SERVICES

## ALCOHOL SOBRIETY FIELD TEST

### I. GENERAL

This Alabama Department of Corrections (ADOC) Administrative Regulation (AR) establishes the responsibilities, policies, and procedures to screen individuals suspected of being under the influence of alcohol.

### II. POLICY

It is the policy of the ADOC to test inmates, employees and visitors suspected of being under the influence of alcohol utilizing the electronic breathalyzer.

### III. DEFINITIONS AND ACRONYMS

- A. **Electronic Breathalyzer**: A device that measures the breath alcohol content of an individual.
- B. **Employee**: For this regulation, an employee is any full time, part-time, temporary employee, and other persons such as, but not limited to, contractors, vendors, trade school personnel and volunteers.

### IV. RESPONSIBILITIES

- A. Wardens/Division Directors/Designees are responsible for:
  - 1. Developing their facility/divisional Standard Operating Procedures (SOPs) as necessary for implementation of this AR.
  - 2. Ensuring staff are properly trained in the use of the electronic breathalyzer.

3. Ensuring that only designated and trained staff operate the electronic breathalyzer.
- B. Staff designated and trained to perform alcohol breathalyzer tests shall perform the tests in accordance with the procedures set forth in this AR.
  - C. All ADOC employees shall report any employee, inmate, or individual who is suspected of being under the influence of alcohol.

V. **PROCEDURES**

- A. Any individual in or entering an ADOC facility who is suspected of being under the influence of alcohol may be tested by the electronic breathalyzer.
  1. All staff members will notify their immediate supervisor when any individual in the workplace is suspected of being under the influence of alcohol. If an immediate supervisor is not available, the next level of available supervision will be notified.
  2. The supervisor will notify the Warden/ Division Director/Designee.
  3. The Warden/ Division Director/Designee shall determine if there is a reasonable suspicion of alcohol use, and if so, whether breathalyzer testing is appropriate.
  4. Electronic breathalyzer testing will be accomplished by designated trained staff with the approval of the Warden/Division Director/Designee.
  5. Any time the electronic breathalyzer is used, an ADOC Form 302-A, *Incident Report*, will be completed in accordance with AR 302, *Incident Reporting*.
- B. The electronic breathalyzer device shall be operated in accordance with its user instructions and/or manual.
- C. The results of the electronic breathalyzer test shall be reported to the Warden/Division/Director/Designee.
- D. The Warden/Division Director/Designee will take the appropriate action for positive test results.
  1. Any on-duty ADOC employee, upon a reasonable suspicion of alcohol use, who registers .02 or above on the electronic breathalyzer shall submit to a urinalysis screening test in accordance with AR 227, *Controlled Substance Testing for Employees*.

2. Off-duty ADOC employees who visit the work site and register .02 or above on the electronic breathalyzer will be denied entry.
  3. Inmates who register .02 or above on the electronic breathalyzer will have a confirmation test done utilizing AR 440, *Inmate Drug Screening*.
  4. Visitors, volunteers, and contractors who register .02 or above on the electronic breathalyzer will be denied entry and will be suspended from returning in accordance with the suspension policy in AR 303, *Visitation*.
- E. The Warden/ Division Director/Designee shall notify the Deputy Commissioners of Men's and Women's Services in writing of any individual, excluding inmates, who test positive.

**VI. DISPOSITION**

Any forms used will be disposed of and retained according to the Departmental Records Disposition Authority (RDA).

**VII. FORMS**

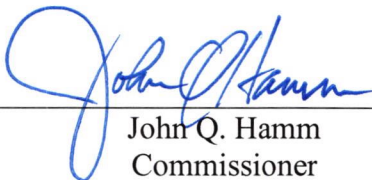
There are no forms used in this regulation.

**VIII. SUPERSEDES**

This Administrative Regulation supersedes AR 639, *Alcohol Sobriety Field Test*, dated November 3, 2005, and any changes.

**IX. PERFORMANCE**

- A. Code of Alabama 1975 § 14-1-1.1 *et seq.*

  
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John Q. Hamm  
Commissioner