



## ILLEGAL AND UNAUTHORIZED ITEMS AT OPERATIONAL FACILITIES AND IN OPERATIONAL VEHICLES

Duncan Energy Partners L.P. ("DEP") is committed to providing a safe working environment for its EPCO, Inc. employees that represent DEP (referred to herein as "employees"), visitors, and contract personnel. **THE POSSESSION, USE, SALE, TRANSFER, RECEIPT OR PRESENCE AND BEING UNDER THE INFLUENCE OF DANGEROUS DRUGS OR CONTROLLED SUBSTANCES (EXCEPT AS LAWFULLY PRESCRIBED FOR THE PERSON IN POSSESSION), DRUG PARAPHERNALIA OR ALCOHOLIC BEVERAGES ARE FORBIDDEN AT, UPON OR WITHIN DEP OPERATIONAL FACILITIES AND OPERATIONAL VEHICLES.**

Operational facilities include the entire premises of all terminals, processing plants, loading racks, pipelines, storage, warehouses, garages, shops, field worksites and retail locations. Operational vehicles include all vehicles (tractors, trailers, transports and pickups) bearing an external company name, logo, trade name, trademark or placard. Dangerous drugs include all drugs and devices which are prohibited by Federal or State law from being dispensed without a prescription. Controlled substances include cocaine, marijuana, narcotics and all other drugs and materials which are controlled under Federal or State law. Drug paraphernalia includes roach clips, gram scales and any other property or material which DEP deems is intended or has been adapted or modified for drug use. Alcoholic beverages include liquor, beer and wine, except liquor, beer and wine stored in passenger vehicles. "Under the influence" means having detectable levels of dangerous drugs, controlled substances or alcohol in the breath, blood or urine.

Employees will not be permitted to work while under the influence of drugs or alcohol. Individuals who appear to be unfit for duty will be released from duty and may be subject to a physical examination at a designated medical facility. Refusal to comply with a fitness-for-duty examination may result in disciplinary action up to and including DISCHARGE.

Any employee who uses or is found to be in possession or under the influence of these illegal or unauthorized items at, upon or within these DEP facilities or vehicles will be relieved from duty immediately and subject to disciplinary action up to and including DISCHARGE. Others who use or are found to be in possession or under the influence of such items at, upon or within these DEP facilities or vehicles will be removed from DEP's vehicles and facilities and denied future admission to DEP property.

DEP reserves the right to search, inspect and submit to laboratory testing persons and property found at, upon or within DEP facilities or vehicles. Entry onto operational facilities or vehicles constitutes consent to searches or inspections. Any employee who refuses to submit his person or property to search, inspection or testing or who refuses to consent to the release of medical information in connection with a company physical examination or relevant to any accident, injury or incident involving the employee and relating to the safety, health or welfare of the employee, other employees or the public will be relieved from duty immediately and subject to disciplinary action up to and including DISCHARGE; others at, upon or within DEP facilities or vehicles who refuse to submit their persons or property to search, inspection or testing will be removed from and denied future admission to DEP property.

Off-the-job illegal drug use which could adversely affect an employee's job performance or which could jeopardize the safety of other employees, the public, or company facilities, or where such usage adversely affects the public trust in the ability of the company to carry out its responsibilities, is also cause for disciplinary action, up to and including DISCHARGE. Employees who are arrested for off-the-job drug activity may be considered in violation of this policy. In deciding what action to take, the company will take into consideration the nature of the charges, the employee's present assignment and record with the company, and the impact of the employee's arrest upon the conduct of the company's business.

Employees who wish to report drug or alcohol use in violation of this policy should contact the appropriate Vice President in charge of their group or the Vice President -- Human Resources, directly. The company will make every effort to protect anonymity, and such information will be treated in confidence.

DEP requires that all prescriptions and over-the-counter medications at DEP operational facilities and DEP operational vehicles be in original containers with prescriptions showing the name and doctor of the person in possession. As an employee, you have a responsibility to determine whether or not the use of a legal prescription may present a safety risk at work. You should ensure that your physician is aware of the nature of your job. Employees who feel, or who have been informed, that the use of a legal prescription or over-the-counter medicine may affect the employee's job performance, or may affect the safety of co-workers, members of the public or the employee, must report such drug use to the Safety Department so the Company can evaluate whether the employee may continue to work. The use or being under the influence of any legally prescribed drug or over-the-counter medicine is prohibited to the extent that such use or influence may affect the safety of co-workers or members of the public, the employee's job performance or the safe or efficient operation of the Company's facilities or vehicles.

I, \_\_\_\_\_, certify I have read and understand this policy.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company Representative

\_\_\_\_\_  
Date

DUNCAN ENERGY PARTNERS L.P.  
POLICY

ILLEGAL AND UNAUTHORIZED ITEMS AT  
HOME OFFICE AND LODGE FACILITIES AND  
IN COMPANY PASSENGER VEHICLES

DEP is committed to providing a safe working environment for its EPCO, Inc. employees that represent DEP (referred to herein as “employees”), visitors, and contract personnel. THE POSSESSION, USE, SALE, TRANSFER, RECEIPT OR PRESENCE OF DANGEROUS DRUGS OR CONTROLLED SUBSTANCES (EXCEPT AS LAWFULLY PRESCRIBED FOR THE PERSON IN POSSESSION) OR DRUG PARAPHERNALIA ARE FORBIDDEN AT, UPON OR WITHIN DEP'S HOME OFFICE AND LODGE FACILITIES AND PASSENGER VEHICLES.

Home office and lodge facilities include the entire premises of these properties and all associated facilities. Passenger vehicles include all company-owned, leased or rented vehicles which do not bear an external company name, logo, trade name, trademark or placard. Dangerous drugs include all drugs and devices which are prohibited by Federal or State law from being dispensed without a prescription. Controlled substances include cocaine, marijuana, narcotics and all other drugs and materials which are controlled under Federal or State law. Drug paraphernalia includes roach clips, gram scales and any other material which DEP deems is intended or has been adapted or modified for drug use. The term "under the influence" means having detectable levels of dangerous drugs or controlled substances in the blood or urine.

Employees will not be permitted to work while under the influence of drugs. Individuals who appear to be unfit for duty will be released from duty and may be subject to a physical examination at a designated medical facility. Refusal to comply with a fitness-for-duty examination may result in disciplinary action up to and including DISCHARGE.

Any employee who uses or is found to be in possession or under the influence of these illegal or unauthorized items at, upon or within these DEP facilities or property will be subject to disciplinary action up to and including DISCHARGE. Others who use or are found to be in possession or under the influence of such items at, upon or within these DEP facilities or property will be removed from and denied future admission to DEP property.

DEP reserves the right to search, inspect and submit to laboratory testing persons and property found at, upon or within DEP facilities or vehicles. Entry on or into these facilities or vehicles constitutes consent to searches or inspections. Any employee who refuses to submit his person or property to search, inspection or laboratory testing or who refuses to consent to the release of medical information relevant to any accident, injury or incident involving the employee and relating to the safety, health or welfare of the employee, other employees or the public will be subject to disciplinary action up to and including DISCHARGE; other persons at, upon or within DEP facilities or property who refuse to submit their persons or property to search or inspection will be removed from and denied future admission to DEP property.

Off-the-job illegal drug use which could adversely affect an employee's job performance or which could jeopardize the safety of other employees, the public, or company facilities, or where such usage adversely affects the public trust in the ability of the company to carry out its responsibilities, is also cause for disciplinary action, up to and including DISCHARGE.

Employees who are arrested for off-the-job drug activity may be considered in violation of this policy. In deciding what action to take, the company will take into consideration the nature of the charges, the employee's present assignment and record with the company, and the impact of the employee's arrest upon the conduct of the company's business.

Employees who wish to report drug use in violation of this policy should contact the appropriate Vice President in charge of their group or the Vice President -- Human Resources, directly. The company will make every effort to protect anonymity, and such information will be treated in confidence.

DEP requires that all prescriptions and over-the-counter medications at DEP facilities and DEP vehicles be in original containers with prescriptions showing the name and doctor of the person in possession. As an employee, you have a responsibility to determine whether or not the use of a legal prescription may present a safety risk at work. You should ensure that your physician is aware of the nature of your job. Employees who feel, or who have been informed, that the use of a legal prescription or over-the-counter medicine may affect the employee's job performance, or may affect the safety of co-workers, members of the public or the employee, must report such drug use to the Human Resources Department so the Company can evaluate whether the employee may continue to work. The use or being under the influence of any legally prescribed drug or over-the-counter medicine is prohibited to the extent that such use or influence may affect the safety of co-workers or members of the public, the employee's job performance or the safe or efficient operation of the Company's facilities or vehicles.

I, \_\_\_\_\_, certify I have read and understand this policy.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company Representative