Facility Requirements FAQs

Authorized Contractor List
1. How can my company be added to a Texas City Facility’s Authorized Contractor List?
   Answer: The Client will need to contact either the Client’s Facility Representative or the Facility’s Procurement Office.
   - Ashland:
     o David Pastalaniec – Dpastalaniec@ashland.com
   - BP Texas City Chemicals:
     o John Park – john.park@bp.com
     o Dennis Malloy – dennis.malloy@bp.com
     o Arsene Ouedraogo – wendkouni.ouedraogo@bp.com
     o Jason Taylor - jason.taylor1@bp.com
   - Galveston Bay Refinery:
     o Glenda Alaniz - Gjalaniz@marathonpetroleum.com
   - INEOS O&P Chocolate Bayou Works (07INCB-F):
     o Ray Supak – Ray_Supak@ineos.com
     o Lucy Miller - Lucy.Miller@ineos.com
   - INEOS Oligomers LAO CP – Construction Projects (07INCBIO):
     o Adrian Cisneros – Adrian.Cisneros@ineos.com
     o Roger Mell - Roger.Mell@ineos.com
     o Ray Spaulding - Raymond.Spaulding@ineos.com
   - INEOS Oligomers OCB - Chocolate Bayou (07INOCB)
     o Malinda Tange - Malinda.tange@ineos.com
     o Eddie Delafuente - Eddie.delafuente@ineos.com
   - Kinder Morgan Texas City:
     o Bobby Arriola – Bobby_Arriola@kindermorgan.com
   - Styrolution Texas City:
     o Cindy Bourgeois - Cindy.Bourgeois@ineos.com

Background Checks
1. Does the Background Check have to be ordered through a Safety Council?
   Answer: Yes, S2Verify and First Advantage Background Checks must be ordered through a Safety Council to obtain the required Background Check Package Type.
   The S2 Verify "Daikin Package" is not graded, and does not meet requirements for this process.
   If questions about which Background Check Package to order, please call SCTC at 409-948-9009 ext. 8 before ordering the Background Check.

2. Does SCTC accept Background Checks ordered through another Safety Council?
   Answer: Yes, as long as the Background Check was ordered through a Reciprocal Safety Council and the Background Vendor who processed the order was S2Verify or First Advantage.

3. When does a Background Check expire?
   Answer: The Background Check expires after two years.
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4. Does SCTC view or house the Background Reports?
   Answer: No, the Background Reports are viewable to the Client by logging into their Background Vendor’s account.

5. How long does it take for a Background Check to complete?
   Answer: The average length of time for a Background Check to complete is 1 to 3 business days. Please contact the Background Check Vendor for questions of completion times.

Drug Testing

1. Who are the vendors for the Pre-Access Hair Test?
   Answer: Psychemedics Corporation.
   - Website: www.vectorservices.net
   - Contact Number: 800-637-1645
   - Email: VECTOR@Psychemedics.com

   Answer: DISA
   - Website: www.disa.com
   - Contact Number: 281-673-2400

2. What is the hair test process?
   Answer: For detailed information for the hair test process, you may contact the drug testing vendor that the hair test will be processed through:
   - Psychemedics at (800-637-1645) or go to their website at www.vectorservices.net
   - DISA at (281-673-2400) or go to their website at www.disa.com

3. How can I create/retrieve my company’s Psychemedics account login information?
   Answer: You can contact Psychemedics at 800-637-1645 or go to their website www.vectorservices.net for detailed information.

4. When does a Pre-Access Hair Test expire?
   Answer: Once the hair test is completed for an individual, the Client has to complete the following in 30 days:
   Psychemedics
   - Activate the individual in the Vector System. (www.vectorservices.net)
   - Register the individual for the Site Specific training. (www.csctc.org)

   DISA
   - The individual is in the DISA Contractor Consortium Hair Testing (DCCHT) (www.disa.com)
   - Register the individual for the Site Specific training. (www.csctc.org)

5. What is NASAP?
   Answer: NASAP stands for North American Substance Abuse Program.
   - Websites:
     o www.hascap.com
     o www.hasc.com/industry-solutions/substance-abuse-testing-background-screening-sol/
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6. Who are the vendors for the NASAP Program?
   Answer:
   - ASAP Drug Solutions
     American Substance Abuse Professional
     Drug Solutions, Inc.
     Phone: (713) 526-2727
     Toll Free: (877) 877-8758
     E-mail: info@asapdrugsolutions.com
   - DISA, Inc.
     Phone: (281) 673-2530
     Toll Free: (800) 752-6432
     E-mail: sales@disa.com
   - First Advantage Corporation
     Phone: (888) 642-1090 ext. 212
     E-mail: sales@fadv.com
   - Forward Edge Inc.
     Phone: (713) 980-1079
     E-mail: mgilbert@forwardedgeinc.com

7. What is the process for the NASAP Program?
   Answer: For detailed information for the NASAP Program, you may contact the drug testing vendor that your company will be processed through for the exact process.