

**MINIMUM COMPETENCE – DAPA-MC**  
(Drug & Alcohol Program Administrator – Motor Carrier)

A minimally competent Drug & Alcohol Program Administrator specializing in Federal Motor Carrier Safety Administration (FMCSA), US Department of Transportation (DOT) regulations (DAPA-MC):

- Possesses a working knowledge of laws and regulations applicable to commercial drivers, at the federal, state, and local level, relating to the testing for the use of illegal and unauthorized substances and for the misuse of alcohol
- Has an in-depth knowledge of DOT procedural regulations relating to drug and alcohol testing (49 CFR Part 40)
- Has an in-depth knowledge of FMCSA regulations relating to drug and alcohol testing (49 CFR Parts 382; applicable sections of 49 CFR Parts 390 and 391)
- Knows and understands the DOT training requirements for each service agent involved in FMCSA-regulated alcohol and controlled substances testing programs
- Knows and understands the DOT urine specimen collection process, including regulations and standards of practice, “fatal flaws,” and documentation (forms)
- Has a working knowledge of laboratory procedure, processes, and protocol
- Knows and understands the roles, responsibilities, and authorities of the Medical Review Officer (MRO)
- Knows and understands the roles, responsibilities, and authorities of the Substance Abuse Professional (SAP)
- Understands the processes and the regulations related to recordkeeping for FMCSA-regulated drug and alcohol programs
- Has a general knowledge of non-DOT laws and regulations and how to locate current state and local laws and regulations for non-DOT programs
- Knows and follows generally accepted standards of practice relating to the testing of alcohol and controlled substances
- Knows, understands, and follows ethical standards of practice