

POLICY 2.3.7 -DRUGS & ALCOHOL USE
SCOPE - ALL PERSONNEL

The district has a responsibility to its personnel, and the public to insure safe working conditions, and a productive unimpaired workforce. To satisfy these responsibilities, the District must preserve a work environment free from the effects of drugs, alcohol, or other performance-impairing substances. It is vital that all personnel recognize that the workplace is defined as a variety of conditions and locations including private vehicles in response to an alarm.

The District is committed to maintaining a safe and healthy work place for all personnel by identifying the misuse of alcohol and drugs, and by assisting personnel to overcome drug or alcohol related problems through appropriate support, and if necessary, disciplinary action. Notwithstanding the terms of this rule, each individual is responsible for meeting performance, safety and attendance standards adopted by the District.

The District has the responsibility to be proactive pursuant to the Drug Free Workplace Act of 1988. Personnel shall not report to work under the influence of any intoxicating liquor, drug, medication, or substance. All personnel must understand that the use, sale, possession, manufacture, distribution and/or dispensing of any intoxicating liquor, controlled or illegal substance, or a drug not medically authorized, or any other substance which impairs job performance or poses a hazard to the safety and welfare of the individual, or other individuals or the public, is strictly prohibited in the workplace. Conduct in violation of this rule may result in disciplinary action and/or criminal investigation, where appropriate. This policy will be enforced and administrated in a manner consistent with policy as set forth in this chapter.

The responsibility of the District regarding alcohol and drug use is limited to the workplace. Nothing in this policy is intended to restrict the conduct of an individual while off duty, however, whenever their conduct off duty interferes with the workplace or the result of that conduct enters the workplace, then the full implications of this policy will be applied. If an employee or volunteer comes into the workplace or arrives at an emergency under the influence of intoxicants they will be driven home as time and resources allow. Any further action regarding the issue will be dealt with at a time when the individual is no longer under the influence.

It is the responsibility of the individual to report to their supervisor the use of medically authorized drugs or substances which may impair their ability to perform required work. It is the responsibility of the individual to seek this information from their practitioner/physician. It may be advised that the

individual take a leave of absence or other steps consistent with the recommendations of

their licensed practitioner/physician.