



Substance Abuse Policy

In compliance with the Federal Comprehensive Drug Abuse Prevention and Control Act of 1970, _____ (Organization Name) maintains a drug-free workplace. _____ (Organization Name) seeks to provide a working environment that is safe for our employees and free from the negative safety, health, productivity and work disruption effects of drug or alcohol abuse.

To ensure that the work environment is free of illegal drugs and alcohol, employees may not possess, manufacture, sell, use, and/or distribute alcohol or illegal drugs, or be under the influence of illegal drugs or alcohol while conducting _____ (Organization Name) business. Similar conduct during non-working hours is also prohibited to the extent that it impairs your ability to perform your job. Any sale of illegal drugs on the premises will be treated as gross misconduct, punishable by immediate discharge.

Use of or dependence on alcohol or illegal drugs will not be accepted as an excuse for poor performance, chronic absenteeism, tardiness or other violation of _____ (Organization Name) rules. If use or abuse of alcohol or illegal drugs has an adverse effect on your work, you may be referred to the Employee Assistance Program (EAP) for counseling and assistance. Participation in the EAP for an alcohol or drug problem will in no way jeopardize your job. In fact, successful treatment will be viewed positively. However, participation in the EAP does not prevent _____ (Organization Name) from taking normal disciplinary action, up to and including termination.

If you are under a physician's care and are required to take prescription drugs that may adversely affect safety or job performance, you must report this fact to your supervisor.

_____ (Organization Name) does not currently perform drug screenings as a requirement for employment or continuation of employment. A drug screening program may be implemented at any time at the discretion of the association. Refusal to allow a drug search, permit confiscation of suspected material, or submit to an alcohol or drug screen will be considered cause for termination.

While _____ (Organization name) does not limit the amount of alcohol that can be consumed at an _____ (Organization Name) event, _____ (Organization Name) will not tolerate intoxication or behaviors associated with intoxication.

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