

Drug-free Workplace Policy

approved: 3/4/2024

effective: 3/4/2024

We recognize alcohol and drug abuse to be potential health, safety and security problems. It is expected that all employees will assist in maintaining a work environment free from the effects of alcohol, drugs or other intoxicating substances. Compliance with this Drug-free Workplace Policy is a condition of employment.

Employees are prohibited from the following while on the job:

- the unlawful use, possession, transportation, manufacture, sale, dispensation or other distribution of an illegal or controlled substance or drug paraphernalia;
- the unauthorized use, possession, transportation, manufacture, sale, dispensation or other distribution of alcohol;
- being under the influence of alcohol or having a detectable amount of an illegal or controlled substance in the blood or urine.

Any employee violating these prohibitions will be subject to disciplinary action up to and including termination.

Any employee convicted under any criminal drug or alcohol statute must notify RVCDS no later than five days after such a conviction. A conviction includes any finding of guilt or plea of no contest and/or imposition of a fine, jail sentence or other penalty.

Disciplinary action will be taken for drug-related convictions, regardless of whether they happened during working hours or an employee's own time.