Drug and Alcohol Policy

Employees under the influence of drugs or alcohol while at work pose a potential threat to both them and their employees. While at work no employee should possess, purchase, sell, or use illegal or legal substances that may impair judgement.

If an employee is on any prescription medication that may impact their ability to perform their job, they should inform their supervisor immediately. Substance abuse is a disability and should any employee require substance abuse assistance, they must inform their human resources manager in writing. HR will work with the employee to get them the help they need. Seeking help is not grounds for dismissal.

Owner Signature: _____ Date: _____