



4.14 Drug and Alcohol Policy

Intent

The employer is committed to fostering an environment that is free of drugs and alcohol, except where sold and consumed in licensed restaurants/bars or in hotel guest rooms. The company will not tolerate the usage or abuse of controlled substances by any employee, particularly while they are on shift.

Scope

This policy applies to all employees always and without exception.

Unionized employees are requested to refer to their current Collective Agreement for specific information pertaining to drugs and alcohol. Where the Collective Agreement is silent, bargaining members shall refer to the contents of this policy. In situations where the directions of this policy cover issues also in the Collective Agreement, the Collective Agreement will be the final authority.

Guidelines

The employer has zero tolerance for any drug or alcohol use which affects the health and well-being of its employees, guests, visitors or threatens the physical premises of the business. The use of illegal drugs and abuse of other controlled substances, on or off duty, is inconsistent with the expectations of character that the company has for its employees. Employees who use illegal drugs or abuse other controlled substances (such as alcohol) on or off duty tend to be less productive, less reliable, and prone to greater absenteeism which results in increased operational risks.

The following are strictly prohibited, and may incur disciplinary action up to and including termination, in addition to any legal ramifications consistent with the necessary involvement of law enforcement:

- Employees shall not be under the influence of any non-prescribed drugs or alcohol while they are on company premises, operating a company vehicle, or are in the act of conducting company business regardless of location.
- The use, possession, sale, manufacture or dispensation of any illegal drug, alcohol, or paraphernalia associated with either.
- The use of alcohol or illicit narcotics off company premises that adversely affects the employees work performance, their safety, the safety of others, or the employer's reputation in the community.
- Failure to adhere to the requirements of any drug or alcohol treatment or counselling program in which the employee is enrolled.
- Failure to report to management the use of any prescribed drug which may alter the employees' ability to safely perform their duties.