**Alcohol and Drug Policy**

1. **Purpose**

The purpose of this policy is to ensure a safe, healthy, and efficient work environment for our clients and employees and to safeguard property of the company and its personnel.

1. **Policy**

[company] strictly prohibits the use, sale, transfer, or possession of alcohol, drugs, drug paraphernalia or controlled substances on any of our premises or worksites. This prohibition includes vehicles owned by [company] and private vehicles parked on company premises, worksites, or parking lots.

Additionally, [company] strictly prohibits the presence of any person with any detectable amount of alcohol, drugs, or controlled substances present in his or her body on [company] property. Any employee found in violation of this policy, by a competent person, will not be allowed to work on any or our client's worksites and is subject to disciplinary action, including immediate discharge. Additionally, any employee receiving an unacceptable drug and(or) alcohol test result will be removed from our company property or the company property of our clients immediately.

Any non-employee, including visitors, contractors, employees of contractors, consultants, etc., found in violation of this policy for a drug and alcohol free work environment, or suspected of having alcohol, drugs, or controlled substances present in his or her body, may be refused entry onto, or removed from, premises, or worksites, and denied future access.

Furthermore, depending on the circumstances, other action, including notification of appropriate law enforcement agencies, may be taken against any violator of this policy.

1. **Testing**

Failure to submit to the drug and/or alcohol test noted above will result in disciplinary action, up to and including termination. [company] will require all applicants for employment to submit to a urinalysis and/or blood test for drugs and/or alcohol as a precondition for employment. [company] may also require any employee to submit to urinalysis and/or blood test for drugs and/or alcohol in the following circumstances:

* Following an accident occurring within the course and scope of employment;
* Whenever there is reasonable suspicion, by a competent person, to believe that an employee is using drugs or alcohol in violation of the company’s policy;
* As part of periodic physical examinations; and,
* On a random selection basis and any other time deemed appropriate by the management of [company], without prior announcement.