Plant Operations Policy Guide

Section: Personnel

Subject: CDL Amendment to Policy on Alcohol and Other Drugs

The following language will be incorporated into the policy statement of January 20, 1994 and is effective immediately:

No use of illegal drugs or other controlled substances by holders of a Commercial driver’s License (CDL) is permitted or acceptable. In the event that any DOT random or for-cause drug screening reveals the presence of or misuse of any illicit or controlled drugs, including alcohol, the staff member testing positive for such substances will be suspended from work without pay until such time that further drug screening confirms the complete absence of those substances. In other words, no staff member who presents a positive test will be allowed to work in any capacity while any traces of drugs or alcohol are confirmed by acceptable drug screening or tests. Zero tolerance is the rule.

The period, of any duration, during which the staff member is not allowed to work will serve as a disciplinary lay off without pay. In this regard, appropriate disciplinary action will range in severity from a minimum disciplinary lay off of five days to discharge, depending on attendant aggravating or mitigating circumstances.

Supervisors are directed to the University SPG 201.15, Fitness for Duty, for direction on how to handle specific instances.

It is Management’s expectation that Plant employees will responsibly assess the risk of the off-duty consumption or use of illegal drugs and alcohol and the impact of such use on their jobs. Nothing less is acceptable.