

Drug and Alcohol Testing Policy



It's almost impossible to enforce a workplace drugs and alcohol policy without a meaningful testing process. But testing is also a lightning rod for union grievances and lawsuits. That's why it's crucial to implement a testing policy that is clear, fair and legally sound. Here's a template that you can adapt to your own circumstances in accordance with your workplace HR policies and applicable collective agreements.

1. POLICY STATEMENT

The Company recognizes that employees who use or are impaired by drugs or alcohol while performing work endanger not only themselves but their co-workers and others affected by the work. The Company's policy with regard to such conduct is one of zero tolerance and employees must be aware that any violations they commit may result in disciplinary action up to and including termination. Employee drug and alcohol testing is essential to ensuring compliance with that policy and fulfilling the Company's commitment to maintain a drug- and alcohol-free workplace.

2. PURPOSE

_____ also recognizes that drug and alcohol testing is intrusive and may raise privacy, discrimination and other legal issues. The intent of this testing Policy is to empower _____ to accomplish its health and safety objectives in a manner that is fair, humane and consistent with employees' privacy, accommodation and other legal rights. While discipline may be used as a measure of last resort, the ultimate goal of _____'s substance abuse and testing policies is not to punish but help employees identify and get help for their substance abuse issues so that they can get the help and support they need return to work healthy, safe, happy and productive.

3. SCOPE

This Policy applies to all individuals with safety-sensitive jobs that work for _____ including but not limited to full-time, part-time, temporary and contract employees, independent contractors, volunteers and employees of third party contractors or subcontractors that _____ engages to perform work at its facilities, as well as individuals who apply for jobs with
