Workplace Impairment Removal Policy



1. **POLICY**

All individuals working at ABC Company workplaces, including contractors, must report fit for work and be able to perform their duties safely without limitations due to impairment. Any workers suspected of being impaired will be sent home immediately in transportation provided by ABC Company in accordance with this Policy.

2. **DEFINITION**

For purposes of this Policy, “impairment” includes, but is not limited to, the effects of alcohol, illicit drugs, recreational drugs, prescribed medications, non-prescription medications, fatigue, stress, illness, and/or any issue which may impair a worker’s judgment or performance.

3. **ROLES & RESPONSIBILITIES**

Managers and supervisors are responsible for being able to identify and promptly address all concerns about an individual’s ability to perform their job safely.

Owners, managers, supervisors and workers will be trained on hazard identification specific to impairment at the workplace, as well as how to mitigate and control the risks of impairment. ABC Company will specifically identify hazards by [*specify methodology*].

Workers will receive training on how to identify and report impairment at the worksite via an anonymous reporting system fora supervisor of the potential impairment of an individual at the worksite.

4. **CONFIDENTIALITY**

All workers reporting impairment will be kept anonymous through the reporting system. The names and identifiable information of those who report impairment to supervisors in person will be kept confidential.

5. **PREVENTION**

The following measures will be taken to prevent workplace impairment:

- ABC Company and its workers will not permit the presence or influence of illicit drugs, recreational drugs, or alcohol at the workplace at any time.
- ABC Company will provide education to workers on substance dependence, stress, life/work balance, mental health, and their requirements under this policy.
- ABC Company, in consultation with the Joint Occupational Health and Safety Committee, will review work hours, scheduling, and evening process every 3 years in an effort to minimize the requirement for shift work and night/evening work.
- [List additional pre*ventive measures*]

6. **VIOLATIONS**

Violation: Any individual who does not adhere to the impairment policy is subject to discipline, which may include immediate dismissal, and/or their actions being reported to the RCMP.

7. **ACCOMMODATIONS**

In implementing this Policy, ABC Company will make accommodations for dependencies, addictions and other disabilities to the point of undue hardship as required by human rights laws based on an individualized assessment of whether the worker is fit to perform job-specific procedures which align with the bona fide occupational requirements of the position.

8. **EVALUATION**

This policy will be reviewed once every year by ABC Company, in consultation with the Joint Health and Safety Committee.