

522.1

DRUG FREE WORKPLACE

It is the policy of the Cooperative Educational Service Agency #9 that employees have the right to work in an environment that is free from the non-medical use of alcohol, drugs and mood-altering substances. These substances interfere with the performance of employees. This policy is in effect to protect the health, welfare and safety of all employees.

Employees are to report to work free of the effects of mood-altering drugs. The use, possession, sale or intent to sell, transfer of drugs, drug paraphernalia (as defined in state statutes), or having illegal drugs or chemicals in a person's system while on CESA property, in any CESA owned or contracted vehicle or at CESA-sponsored events is prohibited.

The use of or sale of alcohol on CESA property, in any CESA-owned or contracted vehicle by any employee is prohibited.

All employees shall be expected to abide by this policy. Failure to abide by this policy shall result in disciplinary action in accordance with provisions of current employee agreement(s) or other procedures established by the Board of Control. Said discipline could result in suspension or discharge of employment.

Any employee engaged in performance of work in connection with a federal grant who is convicted of a criminal drug statute violation occurring in the workplace must notify the CESA #9 Administrator within five days of such conviction. The CESA #9 Administrator shall then notify the appropriate federal agency within 10 days of receiving such notice. This applies to those employees engaged in work in connection with a grant paid directly to CESA #9 by the federal government. It does not apply to those employees engaged in work in connection with a federal grant paid to CESA #9 through any state agency.

A copy of this policy shall be distributed to all employees of CESA #9. When an employee is in violation of this policy, the CESA Administrator shall refer the employee to the nearest available Employee Assistance Program.

LEGAL REF.: Drug Free Workplace Act of 1988
34 CRF Part 85, Subpart F
Public Law 101-226
Wis. Statute 125.09

CROSS REF.: Policy 833

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FINAL APPROVAL: November 7, 1990

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