

DRUG-FREE WORKPLACE

As used in this policy, "drug" and "drugs" refer to controlled substances as defined by State and Federal law.

It is the policy of the District to maintain a drug-free workplace. The District will inform all employees that the District seeks to ensure all employees are free from the effects of drug use during work hours, and that drugs are not permitted on District premises. A drug-free workplace is essential to maintaining the safety and efficiency of college and District operations, the health and safety of college and District operations, and the health and safety of employees, students, and the public.

All policies and procedures related to Drug-Free Workplace will be in accord with established collective bargaining agreements, Governing Board policies, and Education Code provisions except as preempted by federal law. All such policies will provide employees and students due process opportunities and protections.

In order to achieve the objective of a drug-free workplace, the Governing Board directs the Chancellor or his/her designee to implement the following policy:

1. The Chancellor or his/her designee shall post at each site and provide each employee with a notice that the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances is prohibited in the workplace. This notice shall also:
 - a. Include a statement of possible disciplinary actions, up to and including discharge, for violation of the policy. The discipline shall be in accordance with Governing Board Policies on discipline, the Education Code, and applicable collective bargaining agreements;
 - b. Inform employees that as a condition of employment each employee must abide by the terms of this policy and notify the District within five days of any criminal drug statute conviction for a violation occurring in the workplace;
 - c. Notify employees of the District's policy of maintaining a drug-free workplace.
 - d. Inform employees of the dangers of drug abuse in the workplace, including, but not limited to, threats to the health and safety of employees, students, and the public.
2. The Chancellor or his/her designee shall notify federal agencies with whom contracts are held or from whom grants are received within 10 days of receiving notice that an employee has been convicted of a criminal drug statute for a violation occurring in the workplace.
3. The Chancellor or his/her designee shall within 30 days of notification of the conviction of an employee for a criminal drug statute violation occurring in the workplace, take appropriate disciplinary action against the employee. All such policies will provide employees and students due process opportunities and protections.

Public Law 100-690, §§5151-5160