

MEDICINE HAT & DISTRICT HEALTH FOUNDATION

Policy and Procedure Manual	Title: Alcohol, Marijuana & Drugs Policy	
	Section: Human Resources	Reference Number: IV.2019.003

Alcohol, Marijuana & Drugs Policy

Regardless of when or where they are used, alcohol, marijuana and other drugs have the potential to negatively impact a person's ability to work in a safe, professional and productive manner. The Health Foundation is committed to ensuring that all of our Foundation Representatives and staff are able to work in an environment that is free of impairment by marijuana, drugs or alcohol.

The Health Foundation Representatives are strictly prohibited from possessing, selling, trafficking or using marijuana, alcohol (except at Health Foundation sanctioned events as set out below) or illicit drugs at Health Foundation's offices or at any other location at which Health Foundation Representatives are carrying out any work related duties. Such restrictions do not apply to alcohol or legal drug possession or use at any Health Foundation Representative's home.

Health Foundation Representatives are strictly prohibited from being at Health Foundation's offices, or from carrying out any work related duties at the Health Foundation's offices or at any other location, while impaired by alcohol, marijuana or other drugs. Any prescription or over the counter drugs must be used only for its intended purpose and in the manner directed by the individual's doctor or pharmacist, or the manufacturer of the drug, and in a way that does not affect the individual's ability to safely and competently perform his or her duties.

From time to time, the Health Foundation may host events or functions (including business lunches or dinners) within our offices or other locations, at which alcoholic beverages may be available. When these events are client based or overlapping with work hours, Health Foundation Representatives at any such event or function must limit personal alcohol consumption to reasonable amounts and ensure that alcohol does not impair their ability to behave in a responsible manner, or impair their ability to safely and competently perform their duties.

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Any failure to abide by the terms and conditions of this policy with respect to alcohol, marijuana and drugs will result in disciplinary action, up to and including the immediate termination of working relationship with the Foundation for just cause in appropriate circumstances.

Signatures/Approvals:

<u>Brent Fisher</u>	<u>Board Chair</u>	<u>September 2019</u>
Name	Title	Date

<u>Heather Bach</u>	<u>Executive Director</u>	<u>September 2019</u>
Name	Title	Date