

DRUG FREE WORKPLACE POLICY

May 5, 2003

The city of Waterbury prohibits the use of illegal drugs and alcohol in the workplace and is committed to the establishment of “drug-free awareness programs” for its employees.

This policy is being issued to inform workers about the dangers of drugs and alcohol and that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace.

Any City of Waterbury employee failing to comply with this Drug-Free Workplace Policy shall be subject to appropriate disciplinary actions, such as, but not limited to, written and/or verbal warning, suspension, demotion, or dismissal, and will be referred for prosecution, all consistent with the applicable bargaining unit agreement and/or Civil Service Rules and Regulations.

As a condition of employment, all City of Waterbury employees acknowledge that they are in receipt of this Drug-Free Workplace Policy and agree to comply with its provisions.

Employees further agree that they will notify the City of Waterbury, Director of Personnel, of any criminal drug or alcohol statute conviction for a violation occurring in the workplace not later than five days after such conviction.

The city of Waterbury may, within thirty (30) days of receiving notice from an employee regarding a drug statute conviction, impose disciplinary action such as written and/or verbal warning, suspension, demotion, or dismissal consistent with the applicable bargaining agreement and/or Civil Service Rules and Regulations.

The City of Waterbury is committed to making a good faith effort to maintain a drug-free workplace, and will continue to do so through the constant implementation and monitoring of this policy.