

OLYMPIC COLLEGE POLICY

TITLE: Prohibition of Drugs

POLICY NUMBER: OCP 400-01

Olympic College intends to provide a drug free, healthful, safe and secure work environment. Thus, no employee will report to work while under the influence of alcohol or any controlled substance.

Therefore, the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance in and on Olympic College owned and controlled property, or while conducting College business, is prohibited. Violation of this policy will result in disciplinary action being taken in accordance with the Higher Education Personnel Board rules, bargaining unit agreements, tenure laws, or other policies of the institution. Violation will be reason for discipline, up to and including termination of employment, or for participation in evaluation/treatment for a substance use disorder.

Olympic College recognizes drug dependency to be an illness and major health problem. The institution also distinguishes drug abuse as a potential health, safety and security problem. Employees needing assistance in dealing with such problems are encouraged to utilize the Washington State Employee Advisory Service and health insurance plans, as appropriate. Conscientious efforts to seek such help will not jeopardize employment. Employees must, as a condition of continued employment, abide by the terms of this policy and report any conviction under a criminal drug statute for violations occurring in or on properties controlled or owned by Olympic College or while conducting College business. A report of such conviction must be made within five (5) days after said conviction. The College must notify any federal contracting agency within ten (10) days of having received notice that and employee engaging in the performance of such federally sponsored grant or contract has any drug statute conviction or violation occurring in the workplace. The College will impose a sanction on, or require the satisfactory participation in, a drug/alcohol abuse assistance or rehabilitation program by an employee who is so convicted.

*Recommended by
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Approved by President
Submitted to Board of Trustees
Approved by Board of Trustees
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*Donna M. Allen

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