

Dorchester Presbyterian
Drug, Alcohol, and Tobacco-Free Workplace
Session Approved: November 21, 2017

- 1) All employees and volunteers are prohibited from unlawfully manufacturing, distributing, possessing, or using illegal substances in any church facility or vehicle or while performing any work of the church. Further, all employees and volunteers are prohibited from using or being under the influence of all intoxicants including alcohol (without the Session's prior approval), or legally prescribed drugs which may severely adversely affect safety, judgment or mental acuity, in any vehicle, on church property, or while performing any work of the church.
- 2) Any staff member arrested or convicted of violating a criminal drug or alcohol statute must inform the immediate supervisor and the Personnel Committee of such an arrest or conviction (including pleas of guilty or nolo contendere) within three days of the arrest or conviction occurring.
- 3) DPC is a smoke-free campus. The use of tobacco products is prohibited by staff and volunteers on the church campus or while performing any work of the church.
- 4) Violation of any portion of this drug, alcohol, and tobacco free workplace policy may subject the employee to disciplinary action up to and including termination for the first offense.
- 5) Dorchester Presbyterian Church reserves the right to offer staff members who violate this policy participation in an approved rehabilitation of drug abuse assistance program as an alternative disciplinary action. If such a program is offered and is accepted by the staff members, documented satisfactory participation in such a program may be a condition of continued employment.