



Drug and Alcohol Policy

This document is the parent policy for any College procedures or regulations. Questions regarding this policy are to be directed to the identified Policy Administrator.

Policy Statement:

To ensure and maintain a safe and productive work environment for all employees, students, and members of the community by preventing impairment and accidents or other dangerous incidents that may result from drug or alcohol use.

Sponsor:	Health and Safety
Policy Owner:	Board of Governors
Policy Administrator:	Executive Director, Human Resources and Health & Safety
Approved By:	Board of Governors
Approval Date:	November 30, 2018
Effective Date:	November 30, 2018

Objective:	Northern Lakes College has a strong commitment to the health, safety, and welfare of its employees, students, and community. The inappropriate use of drugs and alcohol can have serious adverse effects on the safety, productivity, and well-being of employees, students, and the public. The College commits to procedures for the appropriate use and/or possession of drugs or alcohol at the College workplace.
Guidelines:	Northern Lakes College expects that employees and students behave in an appropriate manner and perform their duties responsibly at all times. To reduce the risk of incidents (safety, health, environmental, and operational) of which drug and alcohol use may be a contributing factor, Northern Lakes College prohibits unauthorized consumption that may cause impairment of employees or students and results in reduced capacity for work, learning, or exercising good judgment.
Definitions:	<p>Alcohol is any substance that may be consumed and has an alcoholic content in excess of 1.5 percent by volume.</p> <p>College workplace includes all facilities, land, buildings, equipment, containers, and vehicles, whether owned, leased, or used by the college, wherever it may be located.</p> <p>Drugs are any drug, substance, chemical, or agent, the use or possession of which:</p> <ul style="list-style-type: none"> • is unlawful in Canada, • requires a personal prescription from a licensed treating physician, • can cause impairment, or • is non-prescription medication lawfully sold in Canada <p>Cannabis products that do not contain Tetrahydrocannabinol (THC) are exempt from restrictions under this policy.</p>

Related Northern Lakes College Documents:	Finance – Travel Expense, Hospitality and Public Disclosure Policy Governance – Delegation of Authority – Human Resources Policy Governance – Health and Safety Policy Human Resources – Employee Code Conduct Policy Student Services – Student Conduct Policy Academic – Student Field Trip Procedure External Relations – Convocation Protocol Procedure External Relations – Service of Alcohol on College Property Procedure Facilities and Ancillary Services – Use of College Facilities by External Users Procedure Health and Safety – Drug and Alcohol Procedure Finance – Delegation of Authority Matrix Human Resources – Field Trips, Retreats and Camps Regulation Human Resources – Retirement and Long Service Awards Banquet Regulation
Related External Information:	N/A
Stakeholders Consulted:	Academic Council: May 9, 2018 Policy Review Committee: Mar 13, 2018; Nov 13, 2018 Senior Leadership Team: Mar 6, 2018
Next Review Date:	November 30, 2023
Revision History:	May 12, 2005: New March 22, 2018 June 21, 2018 February 25, 2020: New template