

GP- 11: Drug Free Workplace

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A. Use of drugs in the workplace

1. All employees are prohibited from unlawfully manufacturing, distributing, dispensing, possessing, or using illegal drugs and/or prescription drugs which are not prescribed for the employee's use on **Fairfield County premises and worksites.**
2. The illegal manufacture, distribution, dispensation, possession or use of narcotics, drugs, or controlled substances either **off the premises or on non-work time or both is prohibited.**
3. Employees must notify the Human Resource Department of any drug-related convictions within five calendar days after such conviction. "Conviction" means finding of guilt, imposition or a sentence, a plea of no contest or plea of guilty.
4. Law enforcement authorities will be notified whenever illegal drugs are found in the workplace.

B. Drug Free Awareness Program

1. Drug abuse in the workplace is dangerous because **it** leads to physical impairment, loss of judgement, safety violations, and risk of injury or possible death.
2. In order to prevent these consequences of drug abuse, Fairfield County has implemented the above policy to ensure that the workplace remains drug free.
3. The following organization has drug counseling and/or rehabilitation programs:

Fairfield County Substance Agency
200 Calhoun Street
Winnsboro, SC 29180
(803)635-2335

24-Hour Helpline (Out of State)
1-800-333-4444

(InState)
1-800-622-4357

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C. Safety-Sensitive Employee Drug Use and Drug Testing

1. It is the policy of Fairfield County to assure worker fitness for duty and to protect our employees, passengers, and the public from the risks posed by on or off the job use of prohibited drugs and the illegal use misuse or abuse of prescription drugs.
2. The Federal Transit Administration (FTA) of the US Department of Transportation has published 49 CFR Part 653, as amended, which mandates urine drug testing for certain safety-sensitive positions and prohibits performance of safety-sensitive functions when there is a positive test result. Fairfield County reserves the right to use other testing methods for non -DOT Positions.
3. Any safety-sensitive employee that tests positive for drugs in violation of this policy is subject to termination.
4. The following safety-sensitive personnel are subject to the provisions of Fairfield County's Drug Use and Drug Testing Policy.

All Detention Center Employees

All Public Works & Recycling Employees

All Transit System Employees

All 911 Employees

All EMS Employees

All Sheriff Employees

All Recreation Employees