

Resolution #6-2023
TOWN OF TIOGA DRUG- FREE WORKPLACE POLICY

The Town of Tioga recognizes the importance of a safe, efficient and healthy work environment for all employees. Being under the influences of any drug or alcohol on the job poses serious risks to a person's health and safety and jeopardizes the public trust that has been placed in the Town of Tioga. Consequently, The Town of Tioga has developed the following policy, in accordance with the Drug-Free Workplace Act of 1988, 44 CFR Part 17, Sub-part F.

POLICY

The Town of Tioga absolutely prohibits any use, consumption, sale, manufacture, distribution, dispensing, purchase, transfer or possession of any controlled substance and/or alcohol by any employee while on duty or while on worksite or Town of Tioga premises. This shall also include the use or consumption of any Cannabis product. In addition, employees are strictly prohibited from being under the influence of any controlled substance and/ or alcohol while performing worksite assignments or while attending Town of Tioga sponsored training sessions or meetings. Legally prescribed medications are excluded from this prohibition and permitted only to the extent that the use of such medications does not adversely affect the employee's work ability, job performance or the safety of the employee or others.

As a condition of employment, employees agree to abide by the terms of the prior paragraph, and to notify The Town of Tioga of any criminal drug statute conviction for a violation in the workplace no later than five (5) days after such conviction. The Town of Tioga is required, by law, to notify our Federal funding source of any convictions within ten (10) calendar days of receiving notice from the employee or other official source. As a minimum, the Town of Tioga will provide the Federal Funding source with the position title of the affected employee and Town of Tioga's Federal Identification number.

VIOLATION OF POLICY

An employee who violates this policy shall be subject to disciplinary action up to and including termination. Sanctions may include, but are not limited to, a fine, suspension, demotion, termination or satisfactory participation in a drug abuse assistance or rehabilitation program approved for such purpose by the Town of Tioga.