

<b>Policy No.:</b> P700-15-3	<b>Type of Policy:</b> Personnel
<b>Policy Title:</b> Drug Free Workplace	
<b>Policy Description:</b> Identifies Dublin San Ramon Services District as a Drug Free Workplace.	
<b>Approval Date:</b> 9/20/2011	<b>Last Review Date:</b> 2015
<b>Approval Resolution No.:</b> 52-11	<b>Next Review Date:</b> 2019
<b>Rescinded Resolution No.:</b> 72-07	<b>Rescinded Resolution Date:</b> 12/18/2007

It is the policy of the Board of Directors of Dublin San Ramon Services District:

**A. All Employees**

Dublin San Ramon Services District is committed to protecting the health, well-being, and safety of all employees and others in the workplace from the hazards caused by misuse of drugs or alcohol. Because of the importance of this commitment and the addictive and secretive nature of substance abuse, accomplishing this goal will require the full support of all levels of management and supervision, as well as that of each employee. In furtherance of this goal, and in accordance with State and Federal requirements, the General Manager shall develop comprehensive rules in furtherance of this policy.

The District's Drug Free Workplace policy is applicable to all employees, interns, temporary employees, agents, contractors, and elected officials.

**B. Employees Subject to Department of Transportation Regulations**

In addition to the District's Drug Free Workplace policy, it is District policy to comply with all requirements pursuant to Regulations issued by the U.S. Department of Transportation. Employees required to possess a Class A or Class B commercial vehicle driver's license by the State of California Department of Motor Vehicles are required to comply with both the terms of the District's Drug Free Workplace policy and the terms of the personnel rules adopted pursuant to Department of Transportation regulations. A copy of the Department of Transportation regulations may be obtained from Human Resources.

The General Manager may provide for exceptions to this policy related to the minimal use of alcoholic beverages for ceremonial purposes (toasts, etc.).

The General Manager shall develop comprehensive rules in furtherance of this policy.

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Policy is current and no changes need to be adopted by the Board of Directors. <u>Status Quo Chronology:</u>	
<b>Date Adopted:</b>	
<b>September 20, 2011</b>	
Reviewed by Committee or Board:	Date:
<b>Board</b>	<b>June 16, 2015</b>