

RESOLUTION # 07-05-06

DRUG FREE WORK PLACE POLICY OF THE CITY OF ORIENT ILLINOIS

WHEREAS, the City of Orient deems it necessary to comply with federal requirements regarding a Drug Free Workplace in applying for federal funds and grants

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Orient as follows:

The City of Orient has a strong commitment to its employees to provide a safe work place and to establish health care programs promoting high standards of employee health. Consistent with the spirit and intent of this commitment, the City has established this policy regarding drug and alcohol abuse. Quite simply, the City of Orient's goal will continue to be one of establishing and maintaining a work environment that is free from the effects of alcohol and drug abuse.

While the City has no intention of intruding into the private lives of its employees, the City does expect employees to report for work in condition to perform their duties. The City recognizes that alcohol and drugs can have an impact on the work place and our ability to accomplish our goal of an alcohol and drug-free environment.

Employees MAY voluntarily request assistance in dealing with a personal drug habit or a drinking problem through an Employee Assistance Program to be conducted with the assistance of the Franklin-Williamson Human Services Agency. Therefore, pursuant to the Drug-Free Workplace Act, 41 U.S.C. §701, the following is the City's substance abuse policy:

- (1) The illegal use, sale, distribution, manufacture, dispensing or possession of narcotics, drugs or controlled substances while on the job or on City property is a dischargeable offense. Any illegal substances will be turned over to the appropriate law enforcement agency and may result in criminal prosecution. All City employees are expected to abide by this policy of a drug-free work place and have the duty to notify City of any conviction they received for a drug violation in the work place within five (5) days of receiving the conviction. All employees who have been convicted of such a work place drug violation are required to complete or have completed an approved drug rehabilitation program as a condition of re-employment.
- (2) Employees who are under the influence of alcohol or who possess or consume alcohol on the job, have the potential for interfering with their own as well as their co-workers' safe and efficient job performance. Consistent with existing City practices, such conditions will be proper cause for disciplinary action up to and including termination of employment.
- (3) Off-the-job illegal drug use and/or activity which could adversely affect an employee's job performance or which could jeopardize the safety of other employees, the

public, or City equipment is proper cause for disciplinary action up to and including termination of employment.

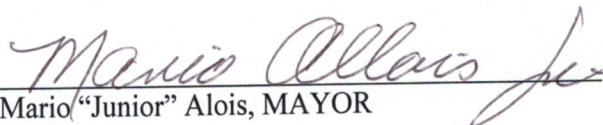
PASSED BY THE CITY COUNCIL OF THE CITY OF ORIENT, FRANKLIN COUNTY, ILLINOIS, THIS 5th DAY OF JULY, 2006.

AYES: 5

NAYS: 0

ABSENT: 1

APPROVED BY THE MAYOR OF THE CITY OF ORIENT, THIS 5th DAY OF JULY, 2006.


Mario "Junior" Alois, MAYOR

ATTEST:


Monica Dorris, City Clerk

