7200 Drug-Free Workplace

On October 21, 1988, Congress enacted the Drug-Free Workplace Act of 1988. This statute requires that all institutions receiving grants from any federal agency certify to that agency that they shall maintain a drug-free workplace.

The College shall maintain a workplace free from the unlawful manufacture, use, dispensing, possession, and/or distribution of controlled substances. Unlawful manufacture, use, dispensing, possession, or distribution of controlled substances by College employees in the workplace is prohibited under this policy.

No employee shall possess, consume or distribute controlled substances (except those lawfully prescribed by a medical provider to the possessing employee and which are used as prescribed for the medical condition being treated) on College property, College sponsored activities, or on College sponsored trips. Controlled substances are defined by State of Wyoming statutes and federal laws. These include those categories often known as cannabis, acids, hallucinogens, barbiturates, amphetamines, narcotics or the illicit use of prescription drugs.

Employees are in violation of the College's drug policy:

- if they are on College property, on College sponsored activities, or on College sponsored trips and under the influence of drugs and/or exhibiting drug-related behavior
- if they are on College property, on College sponsored activities, or on College sponsored trips and have drugs and/or drug paraphernalia in their possession

All employees must abide by this policy or disciplinary action up to and including termination may result and/or the employee may be required to satisfactorily participate in an approved drug abuse assistance or rehabilitation program. Substance abuse and rehabilitation program information is available through the Human Resources Office.

Additionally, the College has a Drug and Alcohol Testing Program that conforms with the Department of Transportation (DOT) Drug and Alcohol Testing Program Regulations 49 CFR Part 40 and Federal Motor Carriers Safety Administration (FMCSA) Regulation 49 CFR Part 382. This program applies to drivers whose job duties require them to possess a valid Commercial Driver's License (CDL), and those employees that may perform safety-sensitive functions regulated by DOT Agency Regulation. Information regarding the Drug and Alcohol Testing Program is available in the Administrative Services department.

Notification

Any employee convicted of violating a criminal drug statute in the workplace shall notify his or her supervisor and the Vice President for Administrative Services and Finance no later than five calendar days after such a conviction.

If the employee is involved in work supported by a federal agency, the Vice President for Administrative Services and Finance shall notify the federal agency within ten calendar days after receiving notice of the criminal drug statute conviction.

Adopted 07/19/2006
Revised & Adopted 06/11/2018