



DRUG AND ALCOHOL POLICY

The Ontario Co-operative Association (OCA) is committed to providing and maintaining a healthy and safe workplace free from the effects of drugs, alcohol and other substances that impair an employee's or volunteer's ability to work safely and productively.

Employees and volunteers are prohibited from using or possessing alcohol, cannabis, CBD oil or illegal drugs either at work or while working. For the purposes of this policy, drug use is prohibited regardless of whether it is legal in the province of Ontario.

Employees and volunteers must report to work in a fit and safe condition and anyone who is impaired by alcohol or drug use while working or volunteering may be disciplined, including the possibility of termination. An employee of OCA may determine that someone is impaired by observing their behavior. Examples of the symptoms of impairment include lack of coordination or balance, an impact on the person's eyes (e.g. red, bloodshot, dilated pupils, glassy, etc.), slurred speech, the odor of cannabis or alcohol, lack of focus and other unusual behavior. If an employee of OCA determines that an employee or volunteer is impaired, they will not be permitted to continue working and the finding of impairment will be documented and reported to the Director, Co-operative Young Leaders. Arrangements must be made for the employee or volunteer to be transported safely home.

The legal use of prescription medications by an employee or volunteer is permitted while working provided that and such use does not impair an employee's ability to perform the essential functions of the job in a safe manner. The use and possession of medical cannabis is not permitted while working.