

Impairment on College Premises Policy: G59

Created : October 2, 2018 – Human Resources

Assiniboine Community College recognizes the potential negative health effects associated with the misuse, possession, and distribution of controlled and/or illicit substances, and their detrimental impact on the quality of the educational environment. Therefore, all members of the College community share in the responsibility of protecting the campus environment by exemplifying high standards of professional and personal conduct.

I. Policy Statement:

1. Impairment on college premises is strictly prohibited at any time unless covered under policy G16.
2. The possession, sale and use of alcoholic beverages not covered by policy G16 and possession sale and use of marijuana, drugs of concern, controlled or illegal drugs on College property at any time is strictly prohibited.

II. Purpose:

1. To provide clear understanding of Assiniboine Community Colleges position of impairment on college premises.
 2. To provide a safe and healthy environment for College students and staff.
 3. To ensure compliance with all provincial and federal laws governing the use and possession, of alcohol, marijuana, prescription drugs and illegal substances.
-

Scope and Definitions

III. Scope

This policy applies to all members of the College community, which includes all students, employees, governors, contractors, suppliers, volunteers and visitors. This policy also applies to external organizations, including individuals that lease College space, operate on College property, or who are directly connected to any College initiatives.

IV. Definitions:

1. **Impairment:** A state in which a person's normal capacity to act or reason is inhibited by alcohol, marijuana or other drugs.
 2. **Fit for duty:** The ability to safely perform assigned duties in a satisfactory manner without any limitations resulting from the use of or after effects of alcohol, marijuana or other drugs of concern or otherwise being under the influence of alcohol, marijuana or other drugs of concern.
 3. **Drugs of concern:** Any illicit drug, medication, solvent, inhalant, or any other substance that may change or adversely affect the way a person thinks, feels, acts or otherwise has the potential to impair an individual's ability to perform in their education or workplace safely and/or productively.
 4. **Illicit Drug:** Any drug or substance that is not legally obtainable and, its use, sale, possession or purchase is restricted or prohibited by law.
 5. **Medication:** A drug legally obtained either over the counter or through a doctor's prescription.
-

V. Procedure:

1. It is the responsibility of all students and staff to be aware of this policy.
2. It is the responsibility of all staff and students to ensure they are fit for duty/study and are able to safely and acceptably perform their assigned duties without impairment due to the after-effects of alcohol, marijuana, illicit drugs, prescription drugs and over-the-counter medications.
3. Because all individuals working for and studying at Assiniboine Community College have a shared responsibility for workplace safety, It is the responsibility of all employees and students of Assiniboine Community College, along with any persons acting on behalf of the College such as consultants, contractors, and their employees to notify their manager or Human Resources if they are taking prescription drugs (including medical marijuana) that may impair their ability to safely perform in their job.
4. Staff and students may be required to show medical documentation if they are required to use medications that impair their ability to be fit for duty.
5. Staff found to be in violation of this policy may be subject to disciplinary action in accordance with the terms and conditions of *Article 14* of the Collective Agreement.
6. Students found to be in violation of this policy may be subject to disciplinary action in accordance with Policy A2: Student Conduct, Behaviour and Discipline.
7. Understanding that previous or existing dependence on alcohol or a drug may be recognized by the College as a disability that may respond to treatment, staff who disclose to their manager or Human Resources that they have a previous or existing dependence may be offered accommodation. (Reasonable Accommodation Policy HRG-1). Students should discuss their needs with their Student Success Advisor should accommodations be necessary.

8. It is the responsibility of all staff or any persons acting on behalf of the College to report situations that may violate workplace safety and health policies, this includes reporting people who you feel may be impaired on college premises. Those conditions that may indicate impairment include but are not limited to: affected manner or disposition, speech, muscular movements, general appearance or behavior as apparent to the observer.
9. Employees on medication, are expected to investigate, through medical professionals, whether the medication(s) they are using may impair their ability to perform their duties safely or productively.
10. Employees must report any potential for impairment to Human Resources or their manager, as soon as is reasonably expected. Students on medication, are expected to investigate, through their medical professional, whether the medication(s) they are using may impair their ability to perform their duties safely or productively and report to a Student Success Advisor if that is the case.

VI. Reference:

Manitoba Workplace Safety and Health Act

(section 4)

General duties of employers/the college

4(1) Every employer shall in accordance with the objects and purposes of this Act:

(a) ensure, so far as is reasonably practicable, the safety, health and welfare at work of all workers;

and

(b) comply with this Act and regulations.

Article 14 Conduct of Employees

14:01 Each employee shall observe standards of behaviour consistent with the employee's function and role as a college employee and in compliance with the terms of this Agreement.

Canadian Human Rights Act (s 25)

disability means any previous or existing mental or physical disability and includes disfigurement and previous or existing dependence on alcohol or a drug

Reasonable Accommodation Policy HRG-1

Oct 5/18



Date

President