

CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION

Substance Abuse Policy

The purpose of this policy is to help ensure that the California Department of Forestry and Fire Protection (CAL FIRE) is free from the effects of drug and alcohol abuse. This policy is intended to be in addition to, and not a substitute for, other types of action, including the Employee Assistance Program, the Substance Abuse Assistance Program, adverse action and medical examination.

Employees experiencing job-related problems as a result of substance abuse are strongly encouraged to utilize the available programs to obtain assistance. All employees found impaired on duty, on call or on stand-by will be subject to adverse action. Impaired employees in sensitive positions will be subject to drug testing procedures.

POLICY

- A. It is this department's policy that no CAL FIRE employee, who is on duty, on call or on stand-by for duty shall:
 - 1. Use, possess, be under the influence of illegal or unauthorized drugs or other illegal mind-altering substances; or
 - 2. Use or be under the influence of alcohol to any extent that would impede the employee's ability to perform his or her duties safely and effectively.

- B. Employees serving in sensitive positions shall be subject to drug and alcohol testing, referred to as substance testing, when there is reasonable suspicion that the employee has violated this policy. An employee in a sensitive position found to be under the influence of alcohol or other mind-altering substances while on duty, on call on stand-by will be terminated.

- C. No employee shall perform duties which, because of drugs taken under prescription, cannot be performed without posing a threat to the health or safety of the employee or others. Employees whose job performance is affected by prescription medication may be subject to reassignment, medical examination or other actions.

Ask your supervisor for more information about substance abuse and the available assistance programs.

I have read the above information and will abide by the policies of CAL FIRE.

NAME (printed)

SIGNATURE

DATE