

Board File: EEAEAB

CONTROLLED SUBSTANCE AND ALCOHOL TESTING FOR EMPLOYEES WITHOUT COMMERCIAL DRIVER'S LICENSE

Introduction

The District is committed to the safe operation of all District motor vehicles. The District has adopted this controlled substance and alcohol testing policy to prevent accidents and injuries resulting from the misuse of alcohol or the use of controlled substances by operators of District-owned motor vehicles (non-CDL drivers). Use of controlled substances and misuse of alcohol impairs an employee's ability to perform safely on the job, which may result in increased safety risks, hazards to the public, employee injuries, and impaired decision-making.

Testing under this policy is independent of testing conducted under Policy EEAEAA, and is not being conducted pursuant to the Federal Highway Administration Controlled Substance and Alcohol Testing Rule. However, the administrative and testing procedures for both policies are the same. The administrative and testing procedures and employee requirements for post-accident and reasonable suspicion tests are set forth in Regulation EEAEAA-R.

Applicability

This policy applies to all employees, including part-time, temporary, substitute, and contract workers who are required to drive District vehicles as part of their regular job duties, or who volunteer to drive District-owned vehicles. This policy also applies to all applicants for employment into positions requiring the driving of District vehicles, including current District employees seeking transfer into such positions.

Post-accident and reasonable suspicion controlled substance and alcohol tests shall be administered under the circumstance outlined for post-accident and reasonable suspicion tests set forth in Regulation EEAEAA-R to all District employees who at any time operate District-owned vehicles.

Pre-employment and random controlled substance and alcohol testing shall apply to CDL employees only, pursuant to Policy EEAEAA.

It is a violation of this policy for an employee to refuse a controlled substance and/or alcohol test, or to refuse to release the results of a test. Such refusal will be grounds for disciplinary action, including termination.

Controlled Substance and Alcohol Testing Liaison

The director of risk management has been designated by the District as the liaison to answer any questions regarding the requirements of this controlled substance and alcohol testing policy and regulation. The liaison can be reached at 620 Wilcox Street, Castle Rock, CO 80104; 303-688-3195.

Current practice codified 1978

Adopted: February 6, 1979

Revised: October 5, 1993

Revised: December 13, 1994

Revised: January 6, 1998

Revised: September 2, 2003

CROSS REFS.:

EEAEAA, Controlled Substance and Alcohol Testing

EEAEAA-R, Controlled Substance and Alcohol Testing

Douglas County School District Re. 1, Castle Rock, Colorado