



DRUG-FREE WORKPLACE POLICY

(Personnel Rule 23-01)

The Sierra Valley Groundwater Management District (SVGMD) must have a drug-free workplace in order to receive and maintain contracts and/or grants from the Federal Government and the State of California. Therefore, the policy of the SVGMD is to conduct all of its operations free of the abuse of illegal use of alcohol and/or other drugs.

1. The unlawful possession, use, manufacture, distribution or dispensation of controlled substances and/or the use of alcohol while conducting work for the District is prohibited. Controlled substances include, but are not limited to marijuana, amphetamines, cocaine, barbiturates, and opiates. Employees are required to advise the Board Chair of any criminal drug conviction no later than five (5) days after such conviction. (Conviction is defined to include a plea of "nolo contendere".)
2. Such policy not only ensures the potential for SVGMD funding from Federal and State Contracts/Grants, it also helps the District maintain professionalism, amongst its employees in their dealing with the public. In addition, it decreases error rates, cost overruns and absenteeism and, more importantly, it helps employees maintain their health and safety.
3. If you, the employee, need private assistance for alcohol and other drug concerns, you may contact the Behavior Health Department of Plumas or Sierra County, which offer services that focus on recovery to local residents. The Sierra County office can be reached at 530-993-6746 and the Plumas County office can be reached at 530-283-6307.
4. Employees who fail to adhere to this policy will be disciplined up to and including dismissal.
5. Every employee who works or may work on a proposed contract or grant for the Federal Government and/or the State of California will receive a copy of this drug-free workplace policy and will agree to abide by the term of SVGMD's statement as a condition of employment on such contract or grant. By signing, I acknowledge that I have read this policy, understand its meaning and agree to comply with it as a condition of employment.

Employee Name

Date