

TIMBERLAND REGIONAL LIBRARY  
BOARD OF TRUSTEES POLICY

	TITLE: DRUG-FREE WORKPLACE	POLICY NUMBER: HR 008
		SUPERCEDES POLICY 03-10-94
EFFECTIVE DATE: Original: 5/25/94 Revised: 3/17/09	REVIEW DATE:  11/15/15	ORIGINATED BY: Human Resources
		AUTHORIZED BY: Board of Trustees

1. Purpose: The purpose of this policy is to set forth a drug-free workplace.
2. Scope: This policy applies to Timberland Regional Library (TRL) staff.
3. Definitions: None
4. Policy:
  - a. While at work, staff:
    - 1) Shall not possess, sell, trade, or offer for sale illegal drugs, or otherwise engage in the illegal use of drugs or alcohol,
    - 2) Shall not report to work under the influence of alcohol or illegal drugs--that is with alcohol or illegal drugs in his or her body,
    - 3) Shall not use prescription drugs illegally.
  - b. Staff members who violate this policy are subject to disciplinary action up to and including termination.
5. Citation: RCW 49.82
6. By the enactment of this policy, the Board of Trustees of the Timberland Regional Library District concurrently rescinds any prior policy or procedure within the Library District that is either in conflict with or expansive of the matters addressed in this policy.

Approved by the Board of Trustees

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President

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Date