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SUBJECT: WORKPLACE SUBSTANCE ABUSE POLICY

EFFECTIVE DATE: September 18, 2000

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Cass County is committed to a drug and alcohol free workplace. Any unlawful transfer, sale, distribution, manufacture, possession, use or being under the influence of a controlled substance or alcohol by an employee on the job, in the workplace or where Cass County work is performed is prohibited. Employees in violation of the substance abuse policy will be subject to disciplinary action up to and including termination. (See Sections 2.60, 2.62, 4.31)

The purpose of this policy is to maintain a safe and productive work environment for all employees by preventing accidents or other dangerous incidents that may result from drug or alcohol use.