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<b>Drug-Free Workplace</b>	<b>ACA Standards: 2-CO-1C-20, 5-ACI-1C-16, 4-ACRS-7C-02, 4-APPFS-3C-01</b>		
<b>T. Hastings Siegfried, Chair Oklahoma Board of Corrections</b>		<b>Signature on File</b>	

## **Drug-Free Workplace Program**

### **I. Establishment of a Drug-Free Workplace Program**

The Oklahoma Department of Corrections (ODOC) has established and shall maintain a drug-free workplace program that, through commitment of appropriate resources and adoption of a “zero tolerance” standard, advances the mission of the agency. (2-CO-1C-20, 5-ACI-1C-16, 4-ACRS-7C-02, 4-APPFS-3C-01)

The use of controlled substances and alcohol by employees jeopardizes the agency’s ability to accomplish its mission in that such use may serve to diminish alertness, response time, and sound decision making; increase accidents and the use of sick leave and adversely affect the general health and well being of employees; decrease productivity, efficiency, and effectiveness in the performance of duties; and compromise the agency’s position with the public, inmates and offenders as role models, law enforcement personnel, and public servants.

The agency has established and shall maintain a program in support of a drug and alcohol free workplace that promotes a safer and healthier workplace and holds employees accountable to high professional standards for work and conduct.

The requirement to be drug and alcohol free shall extend to all employees in that each employee contributes to the achievement of the agency’s mission. Failure to achieve the mission may place the safety of the public, the employees, and the inmates and offenders in jeopardy.

### **II. References**

40 O.S. § 551. et seq.

### **III. Action**

The agency director is responsible for compliance with this policy.

The agency director is responsible for the annual review and revisions.

Any exceptions to this policy statement will require prior written approval of the Oklahoma Board of Corrections.

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This policy is effective as indicated.

Replaced: Policy Statement P-110300 entitled "Drug-Free Workplace Program"  
dated February 27, 2020

Distribution: Policy and Operations Manuals  
Agency Website