

WILLIAM DONALD SCHAEFER, Governor

(a) A substantially significant degree of responsibility for the safety of others;

(b) A potential that impaired performance of the employee could result in death of or injury to the employee or others; and

(c) Lack of close monitoring of the employee's behavior which reduces the possibility of intervention or assistance by another when necessary.

B. The State of Maryland establishes and adopts the following substance abuse policy:

(1) Employees are prohibited from unlawfully manufacturing, distributing, dispensing, possessing, or using a controlled substance in the workplace.

(2) Where justified by reliable information and/or observation, criminal violations shall be referred to the appropriate law enforcement authority for further investigation and prosecution.

(3) The State will not hire anyone who is known to currently abuse drugs or alcohol.

(4) All employees must report to work in a fit condition to perform their duties. Reporting to work under the influence of drugs or alcohol is a violation of this policy and shall subject the employee to disciplinary action.

(5) All employees on official business, on or off the workplace, are prohibited from purchasing, transferring, using, or possessing illegal drugs or from abusing alcohol or prescription drugs in any way that is illegal.

(6) All employees must report any drug conviction to their supervisor within five (5) days of that conviction.

(7) All employees convicted of off-the-job drug or alcohol offenses will be in violation of this policy.

(8) All employees must cooperate fully with appropriate law enforcement authorities in the investigation and prosecution of illegal drug or alcohol use.

(9) The State of Maryland will educate and inform its employees about:

(a) The dangers of drug and alcohol abuse in the workplace and the community at large;

(b) The State of Maryland's policy of