Substance Abuse Policy

Trindel Insurance Fund (hereafter referred to as the "Fund"), is committed to protecting the safety, health, and wellbeing of all employees and other individuals in the workplace. We recognize alcohol and drug abuse pose a significant threat to our goals. We have established this policy and a drug-free workplace program that balances our respect for individuals with the need to maintain an alcohol and drug-free work environment. Any employee who violates this policy will be subject to appropriate disciplinary action, up to and including termination of employment.

The unlawful manufacture, distribution, dispensation, possession, or use of any controlled substance is prohibited in our workplace. The use of alcohol during working hours or reporting to work under the influence of alcohol is likewise prohibited.

The use of legal drugs that are prescribed to you by a licensed health care provider or available over the counter is not prohibited by this policy. The Fund is not required to and will not accommodate the use of marijuana in the workplace or working under the influence of marijuana, even if prescribed to you by a licensed healthcare provider. If you are taking medication that may require an accommodation, please notify your supervisor or the Executive Director to discuss what accommodation may be appropriate.

The Fund reserves the right to test for drug and/or alcohol use in appropriate circumstances and as permitted by law.

All employees are covered by this policy whenever they are representing or conducting business for the Fund. Therefore, this policy applies during all working hours, while on call or paid standby, while on Fund property, and at all Fund-sponsored events.

A safe and productive drug-free workplace is achieved through cooperation and shared responsibility. Both employees and management have important roles to play. All employees shall not report to work or be subject to duty while their ability to perform job duties is impaired due to on/or off-duty use of alcohol or other drugs.

In addition, employees are encouraged to report dangerous behavior to their supervisor or the Executive Director. The Fund will investigate reports of dangerous practices.

Any employee who is convicted of a criminal drug violation in the workplace must notify the Fund in writing within five (5) calendar days of the conviction. The Fund will take appropriate action within 30 days of notification. Federal contracting agencies will be notified when appropriate.

The Fund recognizes that alcohol and drug abuse and addiction are treatable illnesses. We also realize that early intervention and support improve the success of rehabilitation. We encourage employees to seek help if they are concerned that they or their family members may have a drug and/or alcohol problem.

All information received by the Fund through the drug-free workplace program is confidential communication. Access to this information is limited to those who have a legitimate need to know in compliance with relevant laws and management policies.