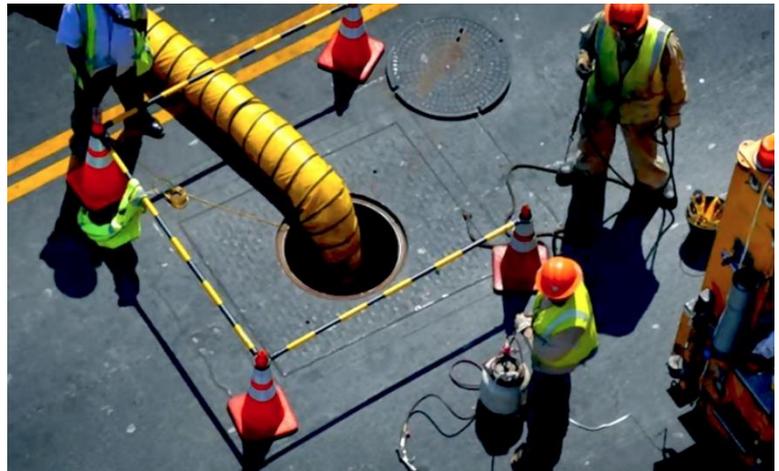


### Substance in the Workplace

There is no “safe” level of impairment in the workplace, regardless of the cause of that impairment. Someone who is impaired can have difficulty doing their work safely, and place themselves and others at risk of workplace injury or death.

There are many potential causes of impairment, including fatigue and certain medical conditions. This also includes the use of legal and illegal substances such as alcohol, cannabis, street drugs and some prescribed or over the counter medications.



**Employer’s must not knowingly permit a person to remain at any workplace while the person’s ability to work is affected by alcohol, a drug or other substance so as to endanger the person or anyone else.**

### Protect ourselves and others by complying with WorkSafeBC OH&S Regulations 4.19 and 4.20

- Reporting fit for work and remaining fit for work while on municipal business
- Informing their supervisor immediately if they are unable to safely and efficiently perform their duties
- Abstaining from any substance prior to or during a scheduled work shift that could impair their ability to safely perform their duties
- Assuming responsibility for their substance dependency and seeking professional assistance.
- **Use the hierarchy of controls and plan your work accordingly.**

### Summary

All workplaces should have a policy on workplace substance management. The purpose of this policy would be to ensure a safe workplace, and to provide employees/co-workers with a substance use problem the opportunity to get well.

The workplace substance management policy should detail procedures to follow if someone is believed to be impaired in the workplace, with the purposes being to maintain a safe workplace, and ensure help and support are available for those with substance use disorders.

## Let’s discuss what could affect you and your co-workers

Do we have access to a Workplace Substance Management Policy?

Does the Workplace Substance Management Policy provide details on how to identify employees/co-workers with a substance disorder?

For resources checkout out BCMSA's Course catalogue: <https://www.bcmsa.ca/category/course-catalogue/>

MEETING DESCRIPTION			
Meeting Date:		Time:	
Location:		Supervisor:	
Number in Crew:		Number Attended:	
Attended By:			Absent

REVIEW ITEMS FROM PREVIOUS MEETING	INCIDENTS/INJURIES REVIEWED

TOPICS DISCUSSED
1.) <b>Line of Fire Safety – Workplace Substance Management</b>

WORKERS CONCERNS

CORRECTIVE ACTIONS TO BE TAKEN

MEETING CONDUCTED BY			
Supervisor:		Manager:	
Date:		Date:	