



Establishing a **Drug Free Workplace** (DFWP)





Our partners

! Your presenter



Carlton Hall

Carlton Hall Consulting LLC is a multi-faceted full service consulting firm designed to provide customized solutions and enable measurable change for communities, organizations, and individuals.

Our clients work to create a better world, and we help them by solving complex social problems to improve the human condition. Carlton Hall has been providing intensive substance abuse prevention focused and community solving services to the nation and globally for the last 25 years.

Training Objectives



Participants will be able to:

- Describe the drug problem – globally and locally
- Explain how a DFWP complements other prevention, intervention, treatment and recovery efforts
- Identify the components of a Drug Free Workplace
- Engage businesses and community leaders in efforts to implement DFWPs
- Network with others engaged in establishing DFWPs

Key Concept



Words Matter

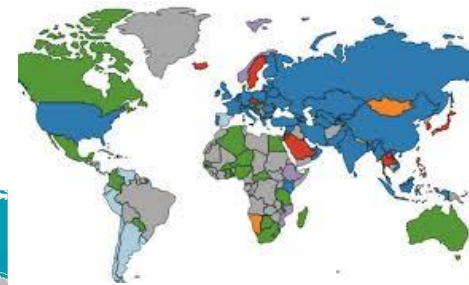
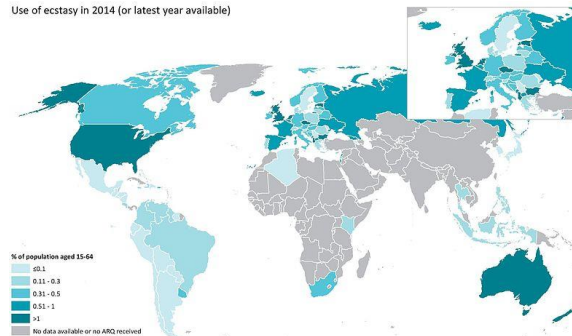
To avoid promoting the negative “***stigma***” associated with substance use and misuse we can:

- ***Use Person first language:*** refer to “a person with substance use disorder” rather than a “drug abuser”
- ***Avoid negative language:***
 - Replace the term “addict” with “person with a substance use disorder.”
 - Replace the term “abuse” with “use” or “misuse.”





What in the world is going on?

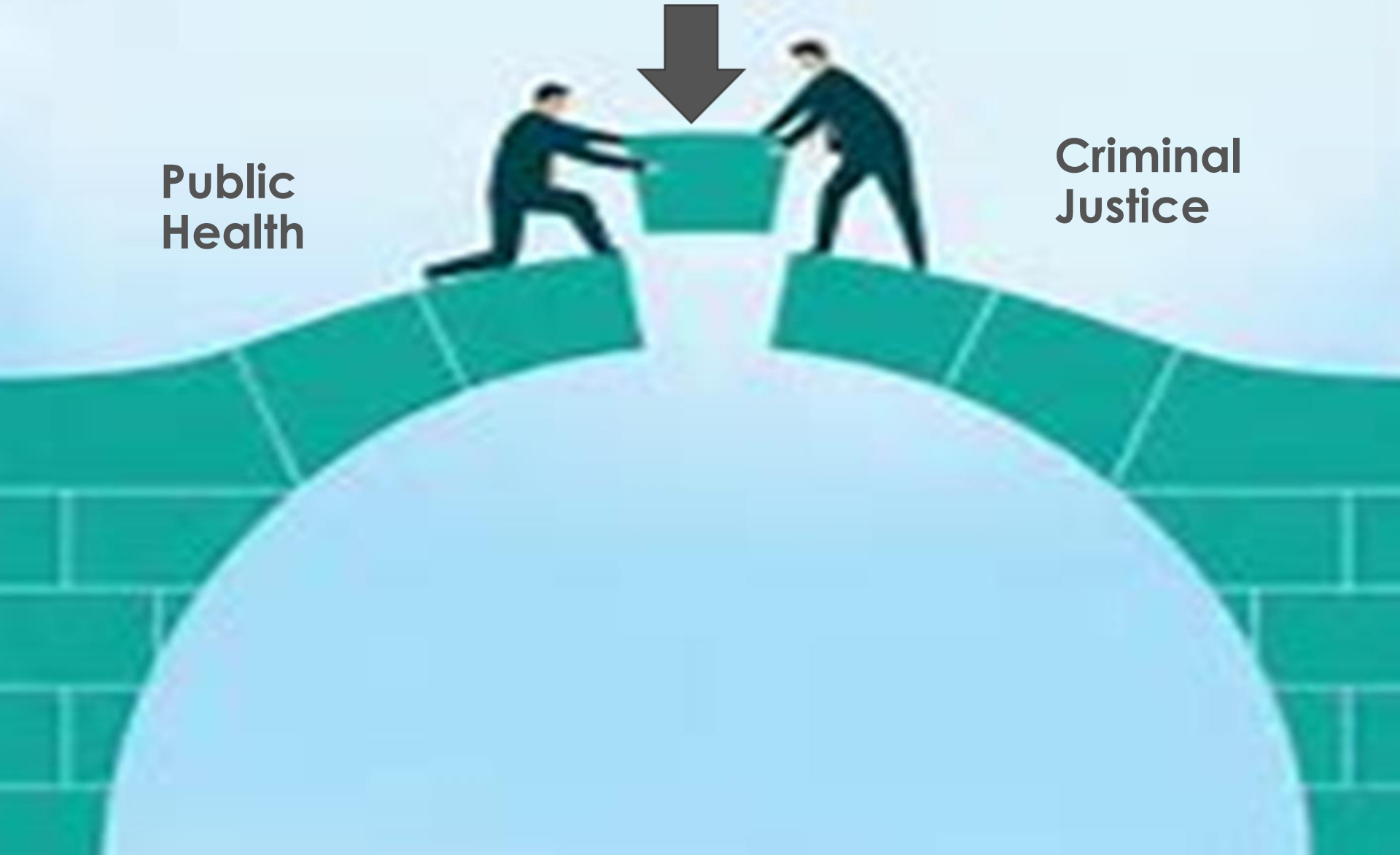


Prevention



**Public
Health**

**Criminal
Justice**



What Drugs Are Misused?



In your country ... which drugs are legal and which drugs are illegal? Which drugs are misused?

What Are The Consequences?

Related Problems

Substance abuse and addiction have consequences on our existing social systems, effecting:

- Crime rates
- Hospitalizations
- School Dropouts
- Domestic violence
- Child abuse and neglect
- Spread of HIV, Hepatitis
- Sex trafficking
- Suicide / mental health disorders
- ...



Substance Use and Misuse

Continuum of Substance Use

CONTINUUM OF SUBSTANCE USE



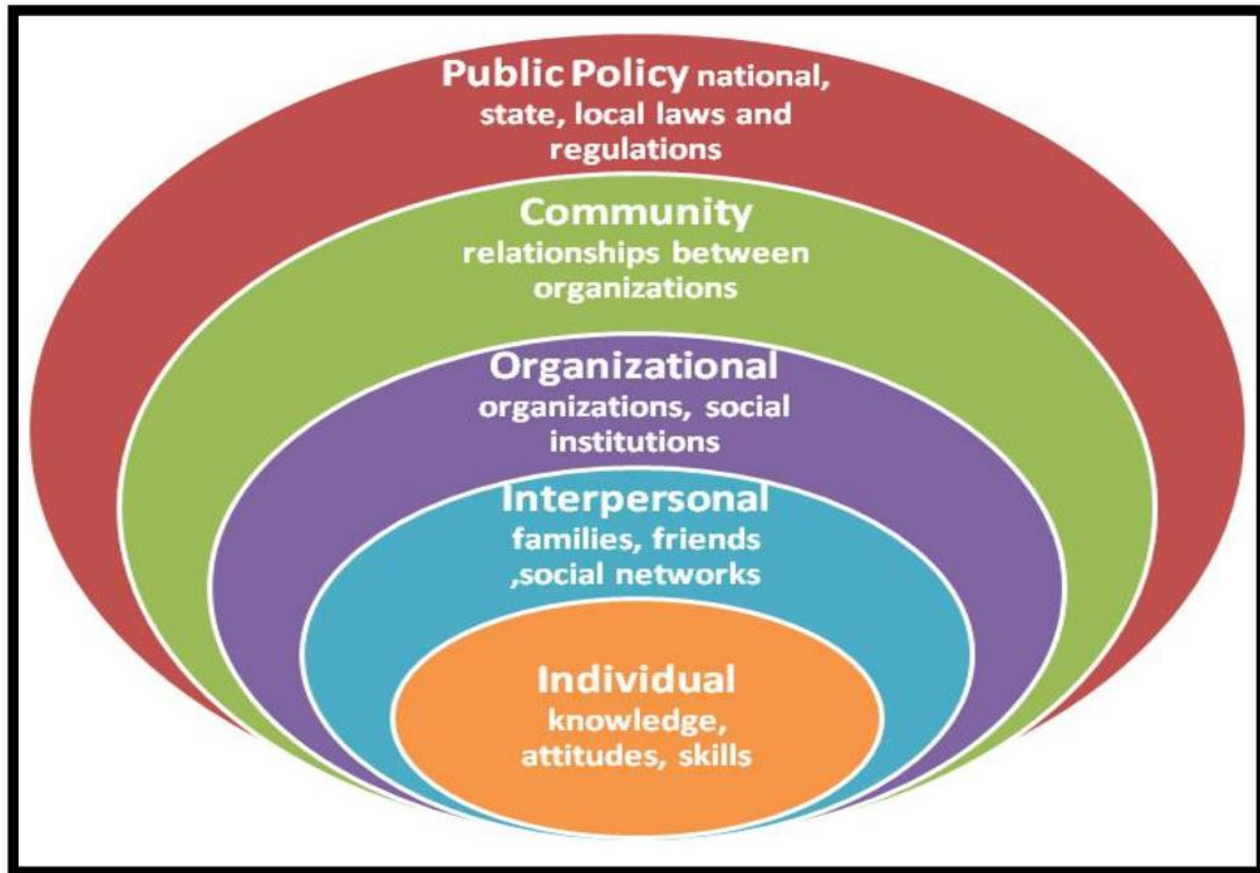
Substance Users Represent a Range of Use Patterns

- In any population at any point in time we will find:
 - Resolute non-users
 - Vulnerable non-users
 - Initial users who discontinue use
 - Initial users with the potential to progress to abuse and substance use disorders
 - Those who are already using and may or not be experiencing the consequences of their use.
- Such a range in substance use patterns requires a range of interventions

What Is Being Done About It?

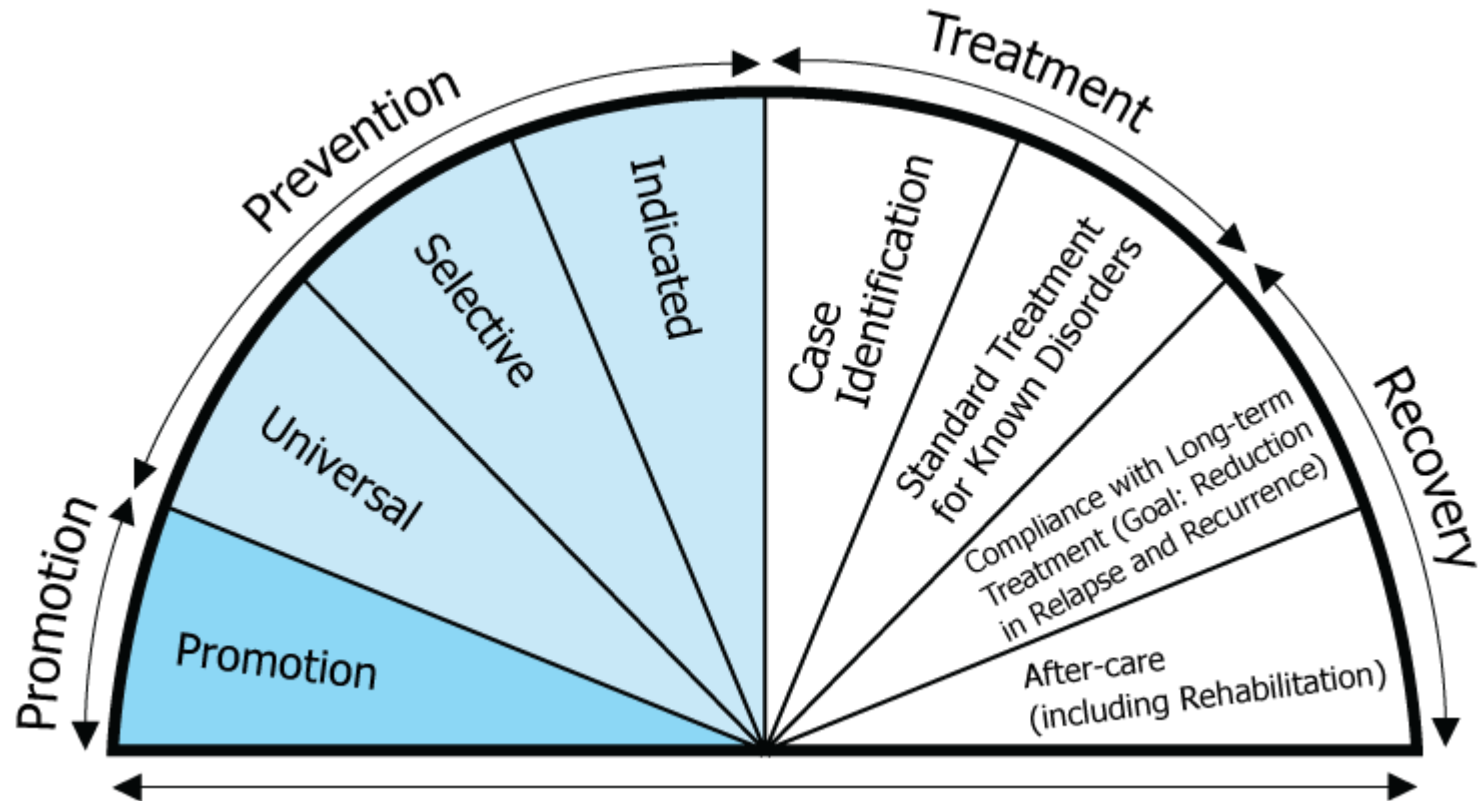
Effective Strategies Must Be Comprehensive

A Social-Ecological Model



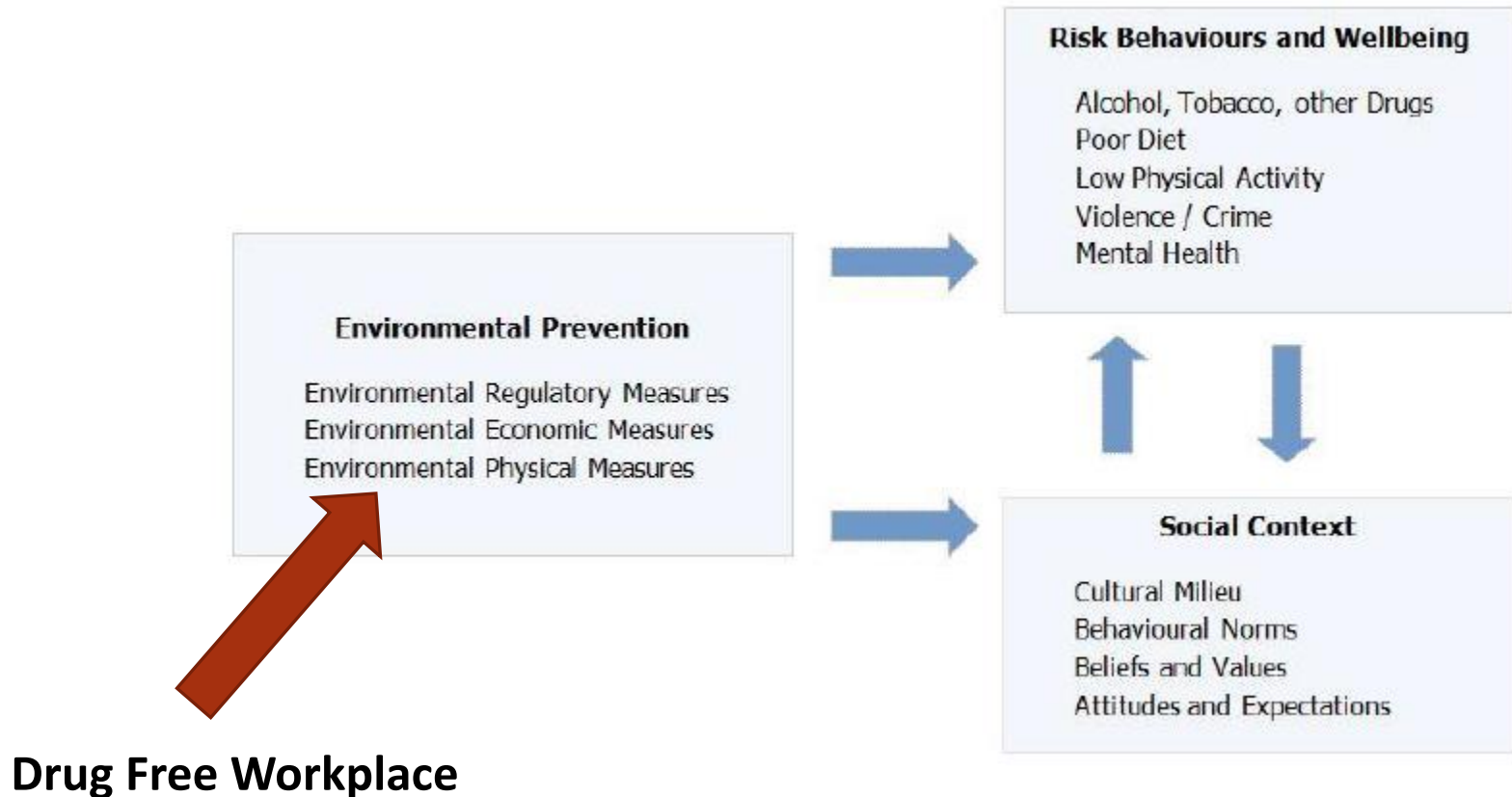
What Is Being Done About It?

Strategies Must Encompass the Entire Continuum of Care



What Is Being Done About It?

Environmental Prevention Strategies



Drugs in the Workplace

60% of the world's production of illegal drugs is consumed in the U.S.

Nearly 70% of current users of illegal drugs are employed.

Nearly 1 in 4 employed Americans between the ages of 18 - 35 have illegally used drugs.

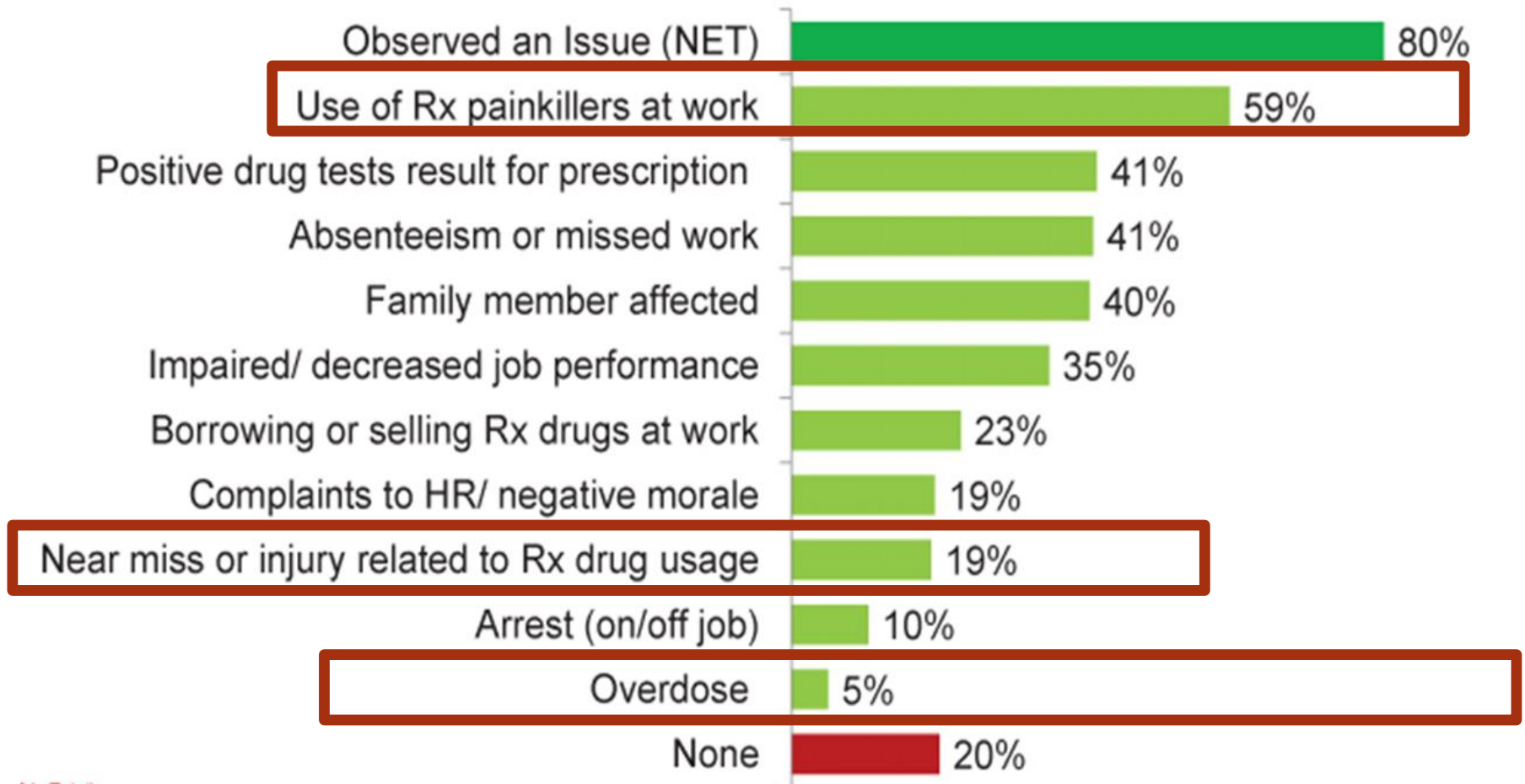
1/3 of employees know of the illegal sale of drugs in their workplace.

20% of young workers admit using marijuana on the job.

Drugs in the Workplace

Survey of Indiana businesses

Observed Workplace Issues



21- Total)

Drugs in the Workplace

Observed Workplace Issues – Mexico Survey



30% decrease in work performance



**5x more disciplinary sanctions
than other workers**



3 or 4x more absenteeism



**A fifth of work accidents
related to alcohol use**

Drugs in the Workplace

General Impacts

- Tardiness/Sleeping on the job
- After-effects of substance affecting performance such as hangover
- Poor decision making
- Loss of efficiency
- Theft
- Increased absenteeism
- Accidents
- Lower morale of co-workers
- Increased likelihood of trouble with co-workers and/ or supervisors
- Preoccupation with obtaining and using drugs at work
- Interferes with attention and concentration
- Illegal activities at work - buying or selling drugs
- Higher employee turnover requiring the training of new employees
- Disciplinary procedures

Drugs in the Workplace

Related Community Problems

The legal and illegal drug trade creates barriers to business and economic development, including:

1. Interpersonal crime and community violence;
2. The corruption of public servants and the disintegration of social institutions;
3. The emergence of new or enhanced health problems;
4. Lowering of worker productivity;
5. The ensnarement of youth in drug distribution and away from productive education or employment;
6. Skewing of economies to drug production and money laundering.

Drugs in the Workplace



According to a study reported by the National Institute on Drug Abuse, U.S. employees who tested positive for marijuana had:

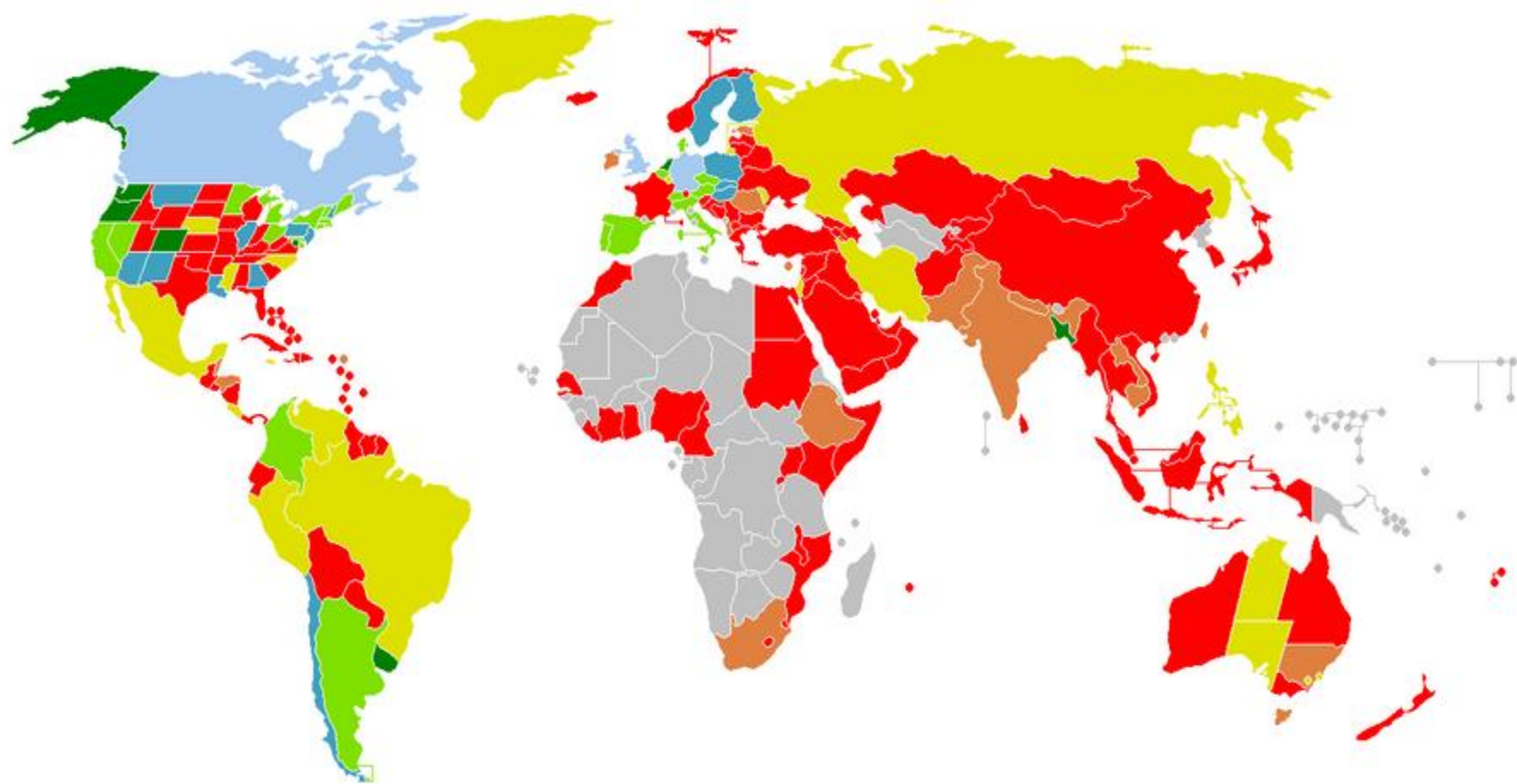
- 55% more industrial accidents,
- 85% more injuries and
- 75% greater absenteeism compared to those who tested negative.

Drugs in the Workplace

Legal Status of Marijuana

Legal Status of Marijuana includes:

- Both medical and recreational use legal
- Medical use legal, recreational decriminalized
- Medical use legal, recreational illegal, law is often unenforced
- Medical use legal, recreational illegal
- Both medical and recreational use decriminalized
- Both medical and recreational use illegal, but law is often unenforced
- Both medical and recreational use illegal
- No information



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Drugs in the workplace: Marijuana Laws

Drugs in the Workplace

Marijuana in the Workplace - Examples

Netherlands:

Smoking marijuana in the workplace is not allowed. In general, the use of marijuana will be treated the same as alcohol. Use of marijuana or alcohol at the office is considered a serious case for dismissal of an employee.



Drugs in the Workplace

Marijuana in the Workplace - Examples

Germany:

An employee can be terminated if he or she is under the influence of marijuana while at work. This can include instances where the employee consumed marijuana outside of the workplace, especially if it causes a safety issue (truck driver etc.), but a drug screening reveals the use.



Drugs in the Workplace

Marijuana in the Workplace - Examples

Uruguay:

Uruguay's law forbids employees to use cannabis during work hours and forbids employees to work in their capacities if affected by the use of cannabis. This does not forbid going to work after use of cannabis.



Drugs in the Workplace

Marijuana in the Workplace - Examples

Mexico:

The use/abuse of marijuana is prohibited under Mexican federal labor law. Employees cannot show up to work under the influence of alcohol and/or drugs, unless there is a medical prescription. Employees under the influence of marijuana can be terminated for cause.



Drugs in the Workplace

Marijuana in the Workplace - Issues

Issues related to marijuana in the workplace:

- Use may be legal outside of the workplace
- Medical use may be legal in the workplace
- Difficult to identify level of “intoxication”
- Employer must identify other signs of impairment
- DFWP Policies must be kept current



Drug Free Workplace Overview

Drug Free Workplace Overview

What is a Drug Free Workplace?

A DFWP is:

“an employment setting where all employees adhere to a program of policies and activities designed to provide a safe and productive workplace, discourage alcohol and drug abuse and encourage treatment, recovery and the return to work of those employees with such abuse problems.”



Drug Free Workplace Overview

What is a Drug Free Workplace?

The Goal of a DFWP is to:

- Ensure worker fitness for duty and protect employees and the public from risks posed by the use of alcohol and controlled substances
- Ensure the safe and efficient performance of employee duties
- Reduce absenteeism and tardiness
- Promote productivity and profitability
- Cooperate with the rehabilitation of those employees who seek such help

Drug Free Workplace (DFWP)

Goal of A DFWP – Employer Perspective

In a DFWP, the employer seeks to create a safe work environment by ensuring that employees are not:

- Using alcohol or drugs during work time
- Selling or distributing drugs during work time
- Affected during work by the effects of indulging in alcohol or drugs outside of the workplace during non-work time.



Drug Free Workplace (DFWP)

Goal of A DFWP – Employee Perspective

The goal of a DFWP program for employees is to encourage an employee:

- To ensure their work is not impacted by drug misuse
- With a ***substance use disorder*** to seek treatment, recover, and return to work
- Affected by another's drug use to take steps to address the issue in ways that minimize the impact of their workplace performance



Drug Free Workplace (DFWP)

History of Legislation



Legislation related to DFWP seeks to balance the need for workplace safety with employee rights.

Drug Free Workplace (DFWP)

History of Legislation – United States

1986 - President Reagan issued Executive Order requiring the Federal Govt. to establish and maintain drug free workplaces.

1988 - The Drug Free Workplace Act of 1988 required five elements for Federal Departments and contractors:

1. Development of a comprehensive written policy
2. Supervisor training
3. Employee education
4. Availability of employee assistance programs
5. Identification of illegal drug users, including drug testing on a controlled and carefully monitored basis.

Drug Free Workplace (DFWP)

History of Legislation – South Africa

- The Occupational Health and Safety Act (**1993**): Employers must manage the impact of substance abuse & employees have a right to a safe workplace.
- The Compensation for Occupational Injuries and Diseases Act (**1993**) holds employers responsible for an alcohol- and substance-free workplace.
- The Labour Relations Act (**1995**) makes it illegal to dismiss employees who are unable to work due to ill health resulting from substance dependency.
- The Constitution (**1996**): No discrimination may be practiced on the grounds of disability, including substance abuse dependence.
- The Employment Equity Act (**1998**) allows for testing of employees in light of medical facts, employment conditions or inherent requirements of a job.
- The South African Labour Guide (**2011**) emphasizes the importance of mutual respect between employers and employees, which also involves employment justice and the efficient operation of businesses.

Drug Free Workplace (DFWP)

History of Legislation - Indonesia

In 2005, the Minister of Manpower and Transmigration published a regulation concerning the *Prevention and Control of Narcotics Abuse and Illicit Circulation, Psychotropic and Other Addictive Substances in the Workplace* which stipulates:

“Entrepreneurs must make active efforts to prevent and control the abuse and illicit circulation of narcotics, psychotropic substances and other addictive substances in the workplace.”

Drug Free Workplace (DFWP)

History of Legislation – Australia

In 2011, Safe Work Australia developed a single set of WHS (Work, Health and Safety) laws to be implemented across Australia. For the model WHS laws to become legally binding, the Commonwealth, states and territories must separately implement them as their own laws.

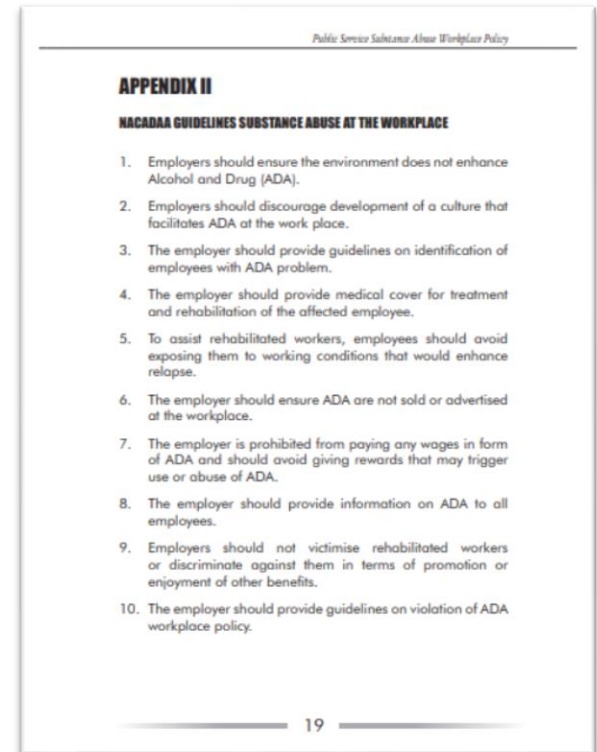
WHS legislation states that employers are to “secure the health and safety of workers and workplaces through the elimination or minimisation of risks” and “workers and others are to be given the highest level of protection from hazards and risks”.

Drug Free Workplace (DFWP)

History of Legislation – Kenya

The Ministry of Public Service, Youth and Gender Affairs (2017) published the ***Public Service Substance Abuse Workplace Policy***.

NACADA (National Agency for the Campaign against Drug Abuse) published 10 Guidelines for Substance Abuse at the Workplace.



Drug Free Workplace (DFWP)

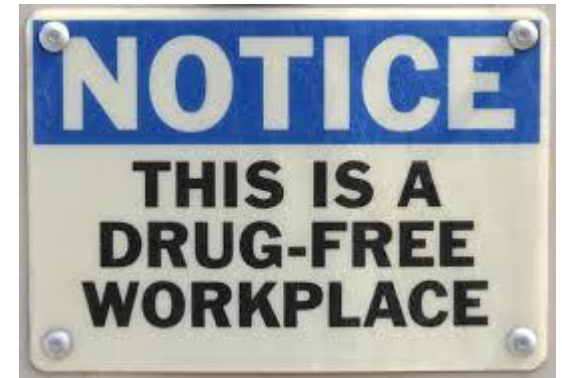
Components of a Drug-Free Workplace Program

Common components of a DFWP include:

- Assessment
- DFWP Policy
- Supervisor Training
- Employee Education
- Drug and Alcohol Testing
- Employee Assistance Programs

Other components can include:

- Rehabilitation and Recovery
- Employee Wellness
- Family-Friendly Workplace Policies



DFWP Policy

Description

A DFWP Policy describes how the organization will implement its DFWP Program.

The policy must be written and clearly communicated to all employees.




Supervisor Training

Description

Supervisor training is an integral part of every DFWP program. At a minimum, supervisor training should include a review of:

- The company's DFWP policy
- The supervisor's specific responsibilities
- Skills necessary to identify and document performance & behavior problems that may be related to alcohol and other drugs.
- Referring employees for testing and to available assistance



Supervisor

Employee Education



Description

Effective employee education programs provide:

- Company specific information on the details of the DFWP policy
- The nature of alcohol and drug use and misuse
- Its impact on work performance, safety, health, personal and family life
- Employee rights to confidentiality and privacy
- What types of help are available



Drug and Alcohol Testing

Description

Drug Testing is used by organizations to:

- Avoid hiring employees that may pose risks in the workplace
- Create a safe and productive work environment
- Support employee health and safety
- Comply with governmental regulations
- Address acute workplace drug use problems
- Demonstrate social responsibility



Employee Assistance Program

Description

An EAP allows organizations to offer help to employees with personal problems, including problems with alcohol and other drugs.

EAPs demonstrate employer support for employee health and safety and improved productivity.

Low-cost options for offering an EAP are available, making this component within reach even for companies with limited resources.



Other Components

Description

- Rehabilitation and Recovery
- Employee Wellness
- Family-Friendly Workplace Policies

Drug Free Workplace (DFWP)

Summary of Benefits from a Drug-Free Workplace

Direct financial benefits to employers include:

- Reduced health benefit expenses
- Reduced insurance premiums
- Decreased absenteeism
- Increased worker productivity

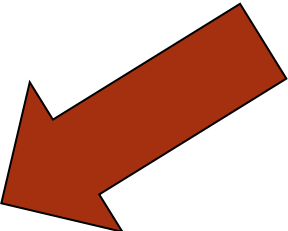
Other benefits include:

- Improved employee morale
- Decreased disciplinary actions
- Demonstrated commitment to employee health and safety
- Decreased theft and property damage

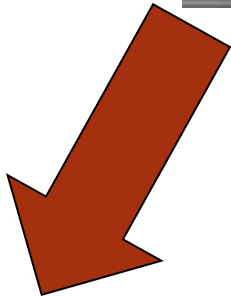


Getting Started

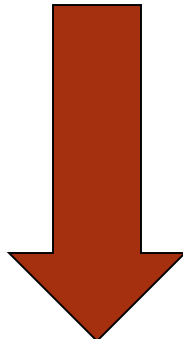
Considerations



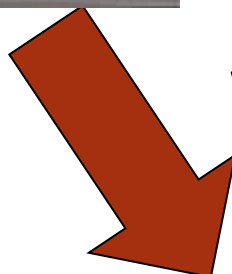
What are the organization's goals?



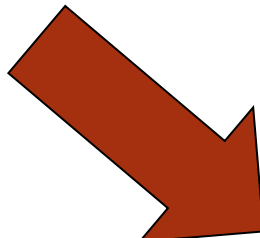
What issues need to be addressed?



What are the cost/benefits to the organization?



What is the organization's commitment to the effort in time, \$, resources?



What are the legal requirements of an DFWP?

Activity

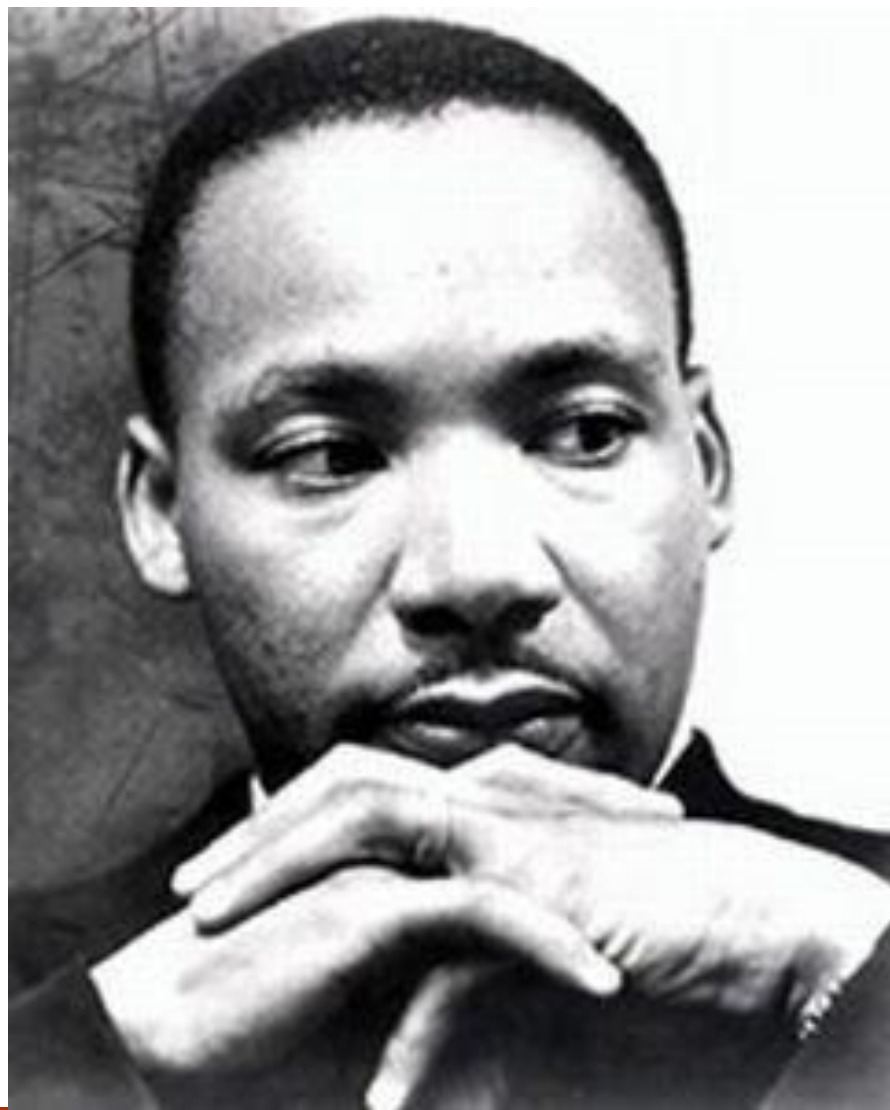


In small groups discuss:

1. Which specific drugs are being misused in the workplaces in your country?
2. Does your community / country recognize the problems and consequences of “drugs in the workplace”?
3. What are current efforts in your country / community to address “drugs in the workplace”?

AUDACIOUS FAITH

“I HAVE THE AUDACITY TO BELIEVE THAT PEOPLES EVERYWHERE CAN HAVE 3 MEALS A DAY FOR THEIR BODIES, EDUCATION AND CULTURE FOR THEIR MINDS AND DIGNITY, EQUALITY AND FREEDOM FOR THEIR SPIRITS”.



Thank *you!*