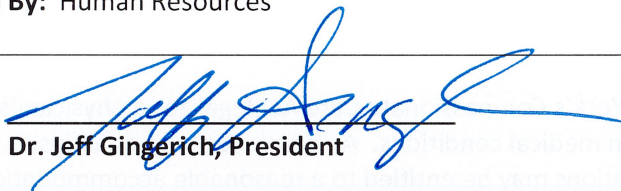




ST BONAVENTURE
UNIVERSITY

Drug and Alcohol Policy	
Administered By: Human Resources	
Approved By:  Dr. Jeff Gingerich, President	
Policy Effective Date:	
Policy Number: HR-2024-006	New Policy <input type="checkbox"/> or Revision of Existing Policy <input checked="" type="checkbox"/> Name of Previous Policy: Drug-Free Workplace/Campus Community Policy (Approval Date Unknown)

St. Bonaventure is committed to providing and maintaining a safe and healthy workplace and campus. The use, influence of, or impairment by alcohol or drugs in the workplace presents a risk to the safety and security of employees and everyone on campus. The use of or impairment by drugs or alcohol can directly impact the efficiency of our operations. It is, therefore, University policy to prohibit the use, sale, manufacture, transfer, distribution, possession, dispensation, consumption, cultivation, or impairment by alcohol or drugs, including other intoxicating substances, on University property, during working hours (including meal periods/rest breaks), while otherwise engaged in University business, or with the use of or while using University equipment or property. This policy is not intended to govern or otherwise impact the proper use of prescription drugs.

Prohibited Conduct

St. Bonaventure prohibits the possession, distribution, dispensation, manufacture, cultivation, use or sale of drugs, alcohol, or controlled substances, including marijuana, during working time (including meal and rest breaks), while on University owned or managed property, or while otherwise engaged in University official business, including but not limited to while operating a University vehicle or while operating any other vehicle (customer or personal), in the course of engaging in work duties or official University business. Impairment or being under the influence of alcohol, drugs, or other controlled or intoxicating substances is also strictly prohibited.

Testing

For employees who exhibit symptoms of being under the influence of drugs or alcohol and/or where there is reasonable suspicion that someone is under the influence, the University reserves the right to require that the employee submit to a drug and/or alcohol test, in accordance with applicable law. The

University may take appropriate action, including discipline up to and including termination, based on a violation of this policy in compliance with applicable law and regulations.

Social Consumption of Alcohol for Approved Work-Related Events

From time to time, the University may sponsor social or University-sponsored events where alcohol may be served. This policy does not prohibit the responsible use or consumption of alcohol at these events. However, if you choose to consume alcohol at such events, you must do so responsibly and maintain your obligation to conduct yourself properly and professionally at all times. Employees should not drink and drive. The University encourages employees to use a taxi, ride-share, or designated driver to safely travel from any event where alcohol is consumed and the employee cannot safely or legally operate a motor vehicle.

Medical Marijuana

The University recognizes that New York's Compassionate Care Act legalizes a physician's prescription of marijuana for individuals with certain medical conditions. An employee who qualifies as a patient under the laws and complies with its regulations may be entitled to a reasonable accommodation. An employee who believes that he or she qualifies for these protections and needs a reasonable accommodation should contact Human Resources. The University may request supporting documentation, including, but not limited to, a copy of the individual's medical marijuana card, documentation from an employee's medical provider, including an assessment of what, if any accommodations may be appropriate and necessary. It is the University's policy not to discriminate against a qualified individual with a medical marijuana prescription in connection with any terms or conditions of employment. Employees are reminded, however, that use of, possession of, or impairment by marijuana during working time and on University premises or while engaged in University business is still generally prohibited.

Adult Use of Recreational Marijuana

The University recognizes that effective March 31, 2021, New York State legalized adult recreational use of marijuana (cannabis). In accordance with state law, the University will not refuse to hire, employ, or will not discharge an employee, or otherwise discriminate against an individual in terms, conditions, or privileges of employment because of an individual's lawful off-duty use of consumable cannabis products or for engaging in lawful off-duty cannabis related recreational activities, in accordance with state law.

Nevertheless, the following conduct is still explicitly prohibited:

- Possession, purchase, sale, cultivation, or use of marijuana (cannabis) during work hours (including during meal or break periods), on University premises, and/or while using University equipment or property
- Working while impaired by the use of marijuana (cannabis), meaning the employee manifests specific articulable symptoms while working, which may include a decrease or decline in the employee's performance of the duties or tasks of their position, or which are inconsistent with a safe, healthy, and productive workplace.
- Driving while impaired by the use of marijuana (cannabis) while engaged in University business.
- Smoking marijuana (cannabis) on campus.
- Engaging in conduct that otherwise endangers others.

Nothing in this policy prohibits or limits the University from taking action as required by state or federal statute, regulation, ordinance, or other governmental mandate. Moreover, nothing in this policy

requires the University to commit any act that would cause it to be in violation of federal law, or which would result in the loss of a federal contract or federal funding.

Violations

A Violation of this policy may result in disciplinary action, up to and including the possibility of termination of employment.

