



TOOLBOX TALK #16

Monday Morning Safety Reminders

Vol. 1 No. 16

SUBSTANCE ABUSE

We have a drug-free workplace policy and a prohibition against the use of alcohol at any time during the workday. There is no more potent hazard on a construction site than the presence of an intoxicated worker. You should know that we would invoke our policy even if the violator were from another subcontractor. We will not place you in jeopardy.

Everyone needs to understand that we don't have these policies to control any member of this crew. Our policies are meant to protect you. Think in the following terms...the company would not have hired you and would not today have you here if you were known or expected to be a substance abuser. Our goal is to ensure that you are never put in a position of having to work in a potentially hazardous environment next to or with someone who might come to work in an impaired condition.

The only obligation you have to this company with regard to our drug free workplace policy is to come to work sober and free of illegal drugs. If for any reason you are not able to comply with this simple responsibility, come talk to me and we'll see how we can help you. We won't be as helpful if you violate this policy and pose a risk to this crew and we find out about it. If we ever find illegal drugs on our worksite, we will notify the appropriate law enforcement authority. So you can see, we are willing to help, but only to the extent that you want to be helped. I'm not saying this to any of you personally, I'm just letting everybody know where we stand and what you can expect from your fellow crew members.

Alcohol on the job is 100% prohibited. If you want a drink after work, that's your business. If you have one at lunch, that's a violation of our policy and the rules I just stated apply. We have no interest whatsoever in your personal life or what you do at home. On the other hand, we have an absolute concern with anything you bring the job. We make this apply to everybody, including me, so that we can eliminate this particular hazard from our job sites.

Facilitator Notes: This can be a sensitive issue. Do not ask if anyone has a drug or alcohol problem and do not joke around by naming members of the crew individually. Deliver your message non-judgmentally. Emphasize that each member of your crew is presumed to be drug-free. But, be firm in your resolve that company policy will deal quickly and decisively if the policy is violated on the job.

Additional Notes: _____

Crew Member Comments: _____

Presented By: _____ **Date/Time** _____

Attendees: _____

List additional attendees on back of sheet