# 500.475 ALCOHOL AND DRUG-FREE WORKPLACE POLICY

To help ensure the safety and well-being of employees, students and the public, the college is committed to maintaining a work and educational environment that is free of illegal drugs and of alcohol and drugs that are used illegally.

With the exception of college-approved classes such as beer making, wine making, wine tasting, etc., and events that are in accordance with state of Washington liquor license procedures, the college prohibits consumption of alcoholic beverages on college property. Any use of alcoholic beverages on campus will conform to the following:

### 1. Alcohol service at any event on campus requires prior approval from the president or designee.

### 2. Alcohol will not be served at an employee or student event on campus during regular work hours (8 a.m. to 5 p.m.).

### 3. Employees of the college who are required to work at an event where alcohol is served will not consume alcohol at the event.

### 4. Employees of the college who are being compensated for time spent at an event where alcohol is served will not consume alcohol at the event; it is presumed that exempt or salaried employees are not compensated if the event occurs outside traditional working hours.

Employees representing the college at official functions are expected to exercise prudence in consuming alcohol.

The college also prohibits the unlawful (as a matter of local, state or federal law) manufacture, distribution, dispensing, possession or use of alcohol, legend drugs1, narcotic drugs or controlled substances including marijuana2, on college property or during college-sponsored events, whether on or off campus except when use or possession of a legend drug, narcotic drug or controlled substance other than marijuana is specifically prescribed by an appropriately licensed health care provider. Violation of the college’s alcohol and drug prohibitions by students and employees is cause for disciplinary or other appropriate action.

The provisions of this policy and its accompanying procedure 1500.475 is intended to provide guidance to WVC in complying with the requirements of the federal Drug-Free Schools and Communities Act Amendments of 1989, and the Drug-Free Workplace Act of 1988.

1 Defined in [RCW 69.41.010](https://apps.leg.wa.gov/rcw/default.aspx?cite=69.41.010)

2 Defined in [RCW 69.50](https://apps.leg.wa.gov/rcw/default.aspx?cite=69.50&full=true) as now law or hereafter amended

Supersedes policies 2.P.01 and 2.P.05

Retitled and revised and approved by the president’s cabinet: 2/5/13, 3/31/15, 12/15/15

Adopted by the board of trustees: 9/12/01, 2/20/13, 4/15/15, 1/20/16

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Policy contact: Human Resources

Related policies and procedures

 1400.110 [Code of Student Conduct Procedure](https://www.wvc.edu/humanresources/policies-procedures/400-student-services/1400.110-code-of-student-conduct.html)

 1500.475 [Alcohol and Drug-Free Workplace Procedure](https://www.wvc.edu/humanresources/policies-procedures/500-human-resources/500.475-alcohol-drug-free-workplace.html)