Community Organization Substance Policy Blueprint

1. Purpose

This policy outlines guidelines for the possession, use, and distribution of substances within the community organization's premises and during official functions, with the goal of maintaining a safe, healthy, and productive environment.

2. Scope

This policy applies to all employees, volunteers, members, visitors, contractors, and guests participating in any activities organized by the community organization.

3. Definitions

- **Substances:** Includes alcohol, tobacco, cannabis, illegal drugs, and prescription medications used without valid prescription.
- **Premises:** All buildings, grounds, vehicles, and any space utilized by the organization for official activities.

4. Policy Statements

1. The possession, use, sale, or distribution of illegal drugs or unauthorized prescription medications is strictly prohibited on all premises and during all organizational events.
2. Tobacco and alcohol use are prohibited inside organization buildings. Designated areas may be established for their use, in accordance with local laws.
3. The use of cannabis is not permitted on organization premises, except where accommodation is legally required.
4. All individuals are expected to report to work or events in a state fit for duty, unimpaired by any substances.
5. Violations of this policy may result in disciplinary action, up to and including removal from the organization or termination of any agreements.

5. Procedures

1. Any individual observed violating the substance policy should be reported to the organization's management or designated authority.
2. The organization will maintain confidentiality regarding reports and investigations to the extent possible.
3. Support resources for substance abuse and addiction will be made accessible to community members upon request.

6. Review and Revision

This policy will be reviewed annually, and updated as required to ensure compliance with legal requirements and community needs.

Approved by:

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Date: _____