



**Tucson Electrical Joint Apprenticeship & Training Program**

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*The Seal of Quality in Electrical Construction*

**Substance Abuse Policy**

1. Rules of Conduct

The Tucson Electrical Joint Apprenticeship & Training Program (TEJATP) has adopted the following alcohol and chemical substance abuse policy in recognition of its obligation to protect and preserve the safety of all apprentices, both in connection with their related classroom and on-the-job training.

In conjunction with the Southern Arizona NECA and IBEW Local 570 Drug Free Workplace Program, the following rules and standards of conduct apply to all apprentices while either on TEJATC property or the job site. The following are strictly prohibited:

- a. The use, possession, manufacture, purchases, distribution, or sale of any controlled substance or alcohol is strictly prohibited and will result in discipline up to and including cancellation of your Apprenticeship Agreement. Apprentices on probation will result in automatic cancellation of your Apprenticeship Agreement.
- b. Apprentices who admit to having an alcohol and/or substance abuse problem and/or are non-compliant with the Drug Free Workplace Program to a substance test, will be referred to the Employee Assistance Program, with the sole purpose of participating in a rehabilitation program. In order to return to school, the apprentice must be enrolled in the Employee Assistance Program and to be actively participating in the program. In addition, the following criteria must be met in order to return to school:
  - The apprentice is required to appear before the Tucson Electrical JATC at their next scheduled meeting.
- c. The legal use of drugs prescribed by a physician and the over-the-counter medications is permitted as long as the prescription is current and is your prescription. However, apprentices must be aware of the potential side effects of these drugs. It is the responsibility of the apprentice to determine if these side effects influence their ability to safely and effectively perform the duties of their job and/or their classroom work.
- d. Apprentices shall not report to work or school or return to work or school under the influence of alcohol or controlled substances. This will result in discipline up to and including removal from the program. During the probationary period, violation of this policy will result in automatic removal from this program.

Apprentices must notify the TEJATC staff if they are convicted of a criminal drug offense occurring during the term of the apprenticeship.

\_\_\_\_\_  
Signature of Apprentice

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date  
(updated 2020)