

ORDINANCE NO. 3308
AN ORDINANCE ADOPTING A CITYWIDE POLICY
DEALING WITH THE USE OF ALCOHOL, MEDICATIONS,
AND CONTROLLED SUBSTANCES BY CITY EMPLOYEES

WHEREAS, the Common Council of the New Castle City Code has a duty to enact laws protecting the health and safety of the citizens, and

WHEREAS, there can be no question that the use of alcohol, medications, and controlled substances can have an adverse impact upon an individual's performance both physical and mental, so as to endanger the health of the individual, fellow employees, and the public at large, and,

WHEREAS, federal and state authorities have directed recipients of federal and state funds to take appropriate measures to insure that work places will be drug-free, and,

WHEREAS, this Council has determined that a policy should be adopted by the City of New Castle that provides for a method of testing employees for drugs and alcohol, a standard by which those tests might be measured, and a method for the discipline of those who violate that standard.

IT IS THEREFORE ORDAINED BY THE COMMON COUNCIL of the City of New Castle that the attached Drug and Alcohol Policy is hereby adopted by it and that it should be enforced by the Board of Public Works and Clerk-Treasurer and applied to all City employees as set forth therein. Said policy is attached hereto, incorporated herein, and made a part hereof.

IT IS FURTHER ORDAINED BY THE COMMON COUNCIL that the City Director of Personnel shall be responsible for the distribution of a copy of this policy to each City employee. Said employee shall sign a receipt acknowledging that he or she has received a copy of same. Further a copy of this policy shall be posted in every department of the City, shall be distributed to every department supervisor, and a copy shall be delivered to a representative of each union representing City employees. The Clerk-Treasurer of the City shall distribute a copy to each of her employees, shall have each employee sign a receipt acknowledging that he or she has received a copy of same, shall post a copy in her office. Further copies of this policy shall be made available to members of the general public pursuant to the Indiana Public Record Laws.

REPEALER: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SEVERABILITY: Any provision herein contained which is found by a court of competent jurisdiction to be unlawful or which by operation shall be inapplicable, shall be deemed omitted but the rest and remainder of this ordinance, to the extent feasible, shall remain in full force and effect.

EFFECTIVE DATE: This Ordinance shall become effective immediately upon passage.

ADOPTED BY THE COMMON COUNCIL OF THE CITY OF NEW CASTLE THIS 18th DAY OF February, 2002.

Sherman Boles

Sherman Boles, Presiding
Officer, Common Council, City
of New Castle, Indiana

AYE

NAY

Dandra K. York
[Signature]

Max L. Sutherland
Louise Price

Tom D. Lipp
Richard Fahn

ATTEST:

Janice Lavarney
Janice Lavarney,
Clerk-Treasurer

APPROVED BY ME THIS 18th DAY OF February, 2002.

Sherman Boles

Sherman Boles, Mayor of the City
Of New Castle, Indiana