

ADOPTED BY THE BOARD OF PUBLIC WORKS ON JUNE 20, 2007

TO ALL EMPLOYEES OF THE DEPARTMENT OF PUBLIC WORKS

**SUBJECT: EMPLOYEE USE OF ALCOHOLIC BEVERAGES OR ILLEGAL
SUBSTANCES**

The Board of Public Works affirms that Departmental employees should work efficiently and safely at all times. The Board also affirms that the use of alcoholic beverages or certain other substances impairs efficient and safe job performance.

Therefore, the Board instructs all employees to conform to the following rules:

1. Drinking alcoholic beverages or using illegal substances during work hours or in City vehicles or other City equipment is prohibited.
2. Drinking of alcoholic beverages or using other substances which results in unfitness to work at reasonable efficiency, or which may endanger the employee, other employees, City property, or the public, is prohibited.
3. Operating City vehicles or other City equipment while under the influence of any alcoholic beverage or other substances, which will impair operative capability, is prohibited.