

## **Drug and Alcohol Use**

Wehr wants to provide a drug-free, healthful, and safe workplace. To meet this goal, we expect you to report to work in a mental and physical condition that enables you to perform your job in a satisfactory manner.

While on Wehr premises or while conducting business-related activities off Wehr premises, you may not use, possess, distribute, sell, or be under the influence of alcohol or illegal drugs. We permit the legal use of prescribed drugs on the job only if they do not impair your ability to perform the essential functions of your job effectively and safely without endangering others.

If you violate this policy, it may lead to disciplinary action, up to and including immediate termination of your employment. Additionally, we may require that you participate in a substance abuse rehabilitation or treatment program. If you violate this policy, there could also be legal consequences.

To help team members understand the important provisions of this policy, we have established a drug-free awareness program. The program provides information on the dangers and effects of substance abuse in the workplace, the resources available, and the consequences of violating this policy.

If you have questions about substance dependency or abuse, we strongly encourage you to discuss these matters with your team leader or the company's Human Resources Manager at (502) 491-9250 to receive assistance or referrals to appropriate community resources.

Under the Drug-Free Workplace Act, a team member who performs work for a government contract or grant must notify Wehr of a criminal conviction for drug-related activity occurring in the workplace. The report must be made within five days of the conviction.

If you have questions about this policy or issues related to drug or alcohol use at work, you can raise your concerns with your team leader or the Human Resources Manager without fear of reprisal.