



**COUNTY of ALBEMARLE**  
 Department of Fire and Rescue  
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## **NOTICE OF DRUG AND ALCOHOL-FREE ENVIRONMENT**

The agency you desire to volunteer with maintains and strictly enforces a drug-and-alcohol-free environment. The following activities are prohibited regardless of whether the volunteer is on or off duty:

1. The unlawful or unauthorized manufacture, distribution, dispensation, possession, sale, transfer or use of an illegal drug, e.g., a substance controlled under Section 202 of the Controlled Substances Act, 21 U.S.C. §812.

The following activities are prohibited while the volunteer is on duty or on agency-owned or agency-controlled premises:

2. Misuse of a legal drug; or
3. Possession (excluding an original sealed container in a personal vehicle parked in a parking lot) or use of alcohol; or
4. Reporting to the agency or call for service or volunteering while under the influence of alcohol or drugs.

A volunteer legitimately using or under the influence of medication (legal drugs) during duty hours must notify his/her supervisor of this prior to commencing duty if the medication might impair his/her performance, judgment or coordination.

Compliance with the agency's Drug and Alcohol Policy is a condition of acceptance as a volunteer and all volunteers must notify the agency of any criminal drug statute conviction within five days of conviction.

Any volunteer violating the agency's Drug and Alcohol Policy will be subject to discipline up to and including immediate termination and/or will be required to undergo a program of rehabilitation as determined by the agency to be appropriate under the circumstances.

The agency may search or test volunteers--(and all items in their possession or on agency-owned or agency-controlled premises)--to determine compliance with this policy: (1) based on a reasonable suspicion of violation; (2) in conjunction with other legitimate physical examinations or detection programs; (3) following volunteer-related accidents; (4) as deemed necessary by a supervisor to ensure a drug-and-alcohol-free environment; (5) randomly, to detect the use of illegal drugs by volunteers in sensitive positions (e.g. national security, confidentiality, health, or safety involved); (6) in follow-up to a rehabilitation program; or (7) as required by law, regulation or government contract.

Volunteers should consult with his/her supervisor before a violation of this policy occurs if they feel a need for rehabilitation or counseling. Access to a program of rehabilitation is not necessarily a substitute for disciplinary action following a violation of this policy.

**I have read and understand the above notice. DO NOT SIGN or date this document until in the presence of a witness from the Department of Fire and Rescue.**

Name (print or type): \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date