



TECHNICAL COLLEGE
OF THE LOWCOUNTRY

POLICY: Employee Alcohol/Drug Use
Number: 5.5.7

Responsibility: Human Resources
Last Updated: February 21, 2023
State Policy/Law: SBTCE Policy 8-7-105 Employee Alcohol/Drug Use

Commission Chair

President

DISCLAIMER: PURSUANT TO SECTION 41-1-110 OF THE CODE OF LAWS OF SC, AS AMENDED, THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE SC STATE BOARD FOR TECHNICAL AND COMPREHENSIVE EDUCATION / THE SC TECHNICAL COLLEGE SYSTEM OR THE TECHNICAL COLLEGE OF THE LOWCOUNTRY. THE STATE BOARD FOR TECHNICAL AND COMPREHENSIVE EDUCATION/THE SC TECHNICAL COLLEGE SYSTEM AND THE TECHNICAL COLLEGE OF THE LOWCOUNTRY RESERVE THE RIGHT TO REVISE THE CONTENT OF THIS DOCUMENT, IN WHOLE OR IN PART. NO PROMISES OR ASSURANCES, WHETHER WRITTEN OR ORAL, WHICH ARE CONTRARY TO OR INCONSISTENT WITH THE TERMS OF THIS PARAGRAPH CREATE ANY CONTRACT OF EMPLOYMENT.

The Technical College of the Lowcountry provides a drug free, healthful, safe, and secure work environment. Employees are required and expected to report to work in appropriate mental and physical condition to meet the requirements and expectations of their positions. The College prohibits the unlawful manufacture, distribution, dispensation, possession or use of narcotics, drugs, other controlled substances and the use of alcohol at the workplace and in the educational setting.

For this policy, definitions are:

1. Unlawful means in violation of federal/state/local regulations, policy, procedures, rules, as well as legal statutes.
2. Workplace means either on College premises or other approved work locations.
3. Educational settings include both institutional premises or approved educational sites off campus.

Chemical dependency through use of controlled and uncontrolled substances, including alcohol, is recognized as a major health problem and a treatable illness. The College and System office

support and recommend the establishment of employee assistance services for employees who may need treatment for such illness. The College and the System Office will provide drug-free awareness programs for employees regarding both illegal and legal drug use, including alcohol.

Annual notice of this policy is provided to employees as a condition of receiving federal financial aid funding. The South Carolina Technical College Education System and its employees will also comply with applicable Federal and State laws and regulations, including the Drug Free Workplace Act of 1988 and the Americans with Disabilities Act.