

EAP Drug-Free Workplace Policy

Since SEA receives Federal grant money in support of some of its programs, we must comply with the Drug-Free Workplace Act of 1988 passed by the 100th Congress.

The *illegal presence* of any *controlled substance* is absolutely and strictly prohibited at any and all locations where work is performed for SEA by SEA employees. *Illegal presence* includes transporting, carrying, making, distributing, selling or using. A *controlled substance* includes marijuana, cocaine, heroin and hallucinogens (PCP, LSD, Ecstasy [MDMA], Designer Drugs).

If you are convicted of a violation of the criminal drug statutes in the workplace (including a plea of no contest), YOU MUST REPORT IT in writing to the President within 5 days after the conviction or be subject to immediate disciplinary action. You will be required to meet with the Employee Assistance Committee to discuss options for assistance and rehabilitation, possible disciplinary actions, and/or conditions under which SEA will allow you to continue or resume employment. All employees must agree to this policy in writing as a condition of employment.

Drug Testing Policy

In accordance with U. S. Coast Guard Department of Transportation regulations, SEA requires mandatory drug testing of seagoing personnel. This policy applies to all employees whose terms of employment include service aboard one of SEA's vessels and who have operational or safety responsibilities. This includes, but is not limited to the Director of Marine Operations, Dean, all Captains, Mates, Able Bodied Seamen, Ordinary Seamen, Stewards, Engineers, Chief Scientists and Assistant Scientists. Required drug testing includes an initial pre-employment drug test, subsequent random drug testing, testing after a serious marine incident and testing for reasonable cause. If your employment includes service aboard one of SEA's vessels in any capacity, please read the complete Drug Testing Policy, which appears in Appendix C (a copy can be found in the Aft Cabin).

The use of controlled substances is cause for discharge.

You can also find treatment services near you by calling the 24-Hour Helpline at

1-800-662-HELP (4357)