



ALCOHOL, CANNABIS AND OTHER DRUGS

PURPOSE

1. The Government of Nunavut (GN) is committed to the health and safety of its employees. It is the intent of the GN to maintain a safe and efficient working environment while ensuring individuals are treated in a fair and respectful manner. An employee under the influence of any drug which affects their fitness for duty poses a serious risk to their own health and safety as well as the health and safety of others.
2. The GN recognizes that a substance use disorder is a medical condition that professionals and/or licensed Health Care Providers treat. The GN will support its employees by providing access to confidential assessment, counselling, treatment and after-care services. An employee with a substance use disorder is strongly encouraged to seek assistance. When substance use disorder affects an employee's job performance, the employee's decision to seek treatment will not be detrimental to job security.

INUIT SOCIETAL VALUES (ISV) GUIDING PRINCIPLES

3. This directive is guided by the following ISV guiding principles:
 - ***Inuuqatigiittiarniq***: Respecting others, relationships and caring for people – the GN will support its employees who are personally struggling with substance use disorders;
 - ***Tunnganarniq***: Fostering good spirit by being open, welcoming and inclusive – providing support to an employee with a substance use disorder must be done with care ensuring the employee receives the treatment required to recover; and
 - ***Pijittirniq***: Serving and providing for family and/or community – this directive provides information and guidance to all employees to ensure they understand the expectations regarding the use of any drugs while working for the GN. This supports employees ensuring they continue to perform their duties and responsibilities to provide programs and services to Nunavummiut in a safe and respectful manner.

APPLICATION

4. This directive applies to all employees of the GN and its public bodies. This directive also applies to any contractors conducting work on behalf of the GN.



DEFINITIONS

5. **Accommodation Measure** means an action taken to accommodate the temporary, long term or permanent incapacity of an employee to perform a part of or all of their job duties.
6. **Alcohol** means any alcoholic, spirituous, vinous, fermented, malt or other intoxicating liquid or combination of liquids, any mixed liquid, a part of which is alcoholic, spirituous, vinous, fermented, malt or otherwise intoxicating, beer and wine.
7. **Cannabis** for the purposes of this directive is any part of a cannabis plant, substance or mixture that contains any cannabis or any substance that is identical to the chemical properties present in cannabis. For additional information on the specific properties which legally define Cannabis please refer to the *Cannabis Act*.
8. **Cannabis Accessory** can include but is not limited to rolling papers or wraps, holders, pipes, water pipes, bongs and vaporizers that is used in the consumption of cannabis or a thing that is used in the production of cannabis and for the purposes of this directive, carries a distinct cannabis odour.
9. **Drugs**, for the purposes of this directive, are substances that are ingested, consumed, smoked or otherwise taken which inhibit an employee's ability to perform their job duties safely and productively. Drugs include but are not limited to, alcohol, cannabis, illicit drugs, any form of medication or other mood altering substances, the use of which has the potential to change or adversely affect the way a person thinks, feels or acts.
10. **Fitness for Duty/Work** for the purposes of this directive means being able to safely and acceptably perform assigned job duties and responsibilities without any limitations due to the use or after effects of alcohol, cannabis or any other drug.
11. **GN Workplace** is all GN offices, buildings and surrounding premises where an employee is or will be engaged in work on behalf of the GN. This includes, but is not limited to, common work areas, auditoriums, classrooms, conference and meeting rooms, private offices, elevators, hallways, medical facilities, cafeterias, employee lounges, stairwells, restrooms, GN-owned or leased vehicles, storage spaces and warehouses and all other enclosed GN facilities.
12. **Health Care Provider** Is a physician, nurse, physiotherapist, occupational therapist or any other licensed health care specialist.
13. **Impaired or Intoxication** means the inability to safely, competently and efficiently carry out work duties and responsibilities resulting from a substance use disorder, the after effects of drug use or otherwise being under the influence of alcohol, cannabis or any other drug.
14. **Substance Use Disorder** means a problematic pattern of using alcohol, cannabis or any other drug that results in impairment in daily life or noticeable distress. Substance use disorders occur when the recurrent use of alcohol and/or drugs



causes clinically and functionally significant impairment, such as health problems, disability and failure to meet major responsibilities at work or home.

PROVISIONS

- 15. Employees are expected to perform their job duties in a safe manner which is consistent with established GN practices and to adhere to the Nunavut Public Service Code of Values and Ethics.
- 16. Under no condition is an employee to conduct work on behalf of the GN under the influence of alcohol, cannabis or any other drug that impairs their fitness for duty and ability to function at work. This includes all scheduled work, all on call work assignments and any type of volunteer work conducted on behalf of the GN.
- 17. The misuse of prescription/authorized medication is not permitted while conducting work on behalf of the GN. Misuse of medication is the intentional use of prescribed/authorized medication in a way that it is not intended and/or poses a risk to the health and safety of the employee and others.
- 18. Managers will take appropriate action when an employee's substance use disorder/use of alcohol, cannabis or any other drug interferes with the employee's health and safety, work performance, attendance, interpersonal working relationships and overall fitness for duty.
- 19. If a Manager observes an employee impaired/intoxicated at work, the Manager shall follow the procedure outlined in the Drug Use in the Workplace Guidelines (Appendix A) and fill out a Drug Use Incident Report (Appendix B).
- 20. An employee who acknowledges a substance use disorder which impacts their ability to fulfil their position's duties and responsibilities should notify their Manager for assistance. The Manager must then assist the employee and adhere to the accommodation procedure outlined in the Return to Work Policy.
- 21. The GN has a duty to accommodate any employee who declares they are struggling with a substance use disorder; the GN shall make every effort up to the point of undue hardship to accommodate an employee. Please see the Return to Work Policy for additional information on Accommodation Measures.

AUTHORITIES AND REFERENCES

- 22. *Cannabis Act*
- 23. *Tobacco Control and Smoke Free Places Act*
- 24. Collective Agreements with the Nunavut Employees Union and the Nunavut Teachers Association
- 25. Return to Work Policy
- 26. HRM 1002: Occupational Health and Safety
- 27. Appendix A: Drug Use in the Workplace Guidelines



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Building *Nunavut* Together
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Bâtir le *Nunavut* ensemble

Human Resources Manual

Section 1006: Alcohol, Cannabis and Other Drugs

28. Appendix B: Drug Use Incident Report

CONTACTS

29. For clarification or further information, please contact:
Director, Employee Relations & Job Evaluation
Department of Finance
Iqaluit, Nunavut
975-6211