



ZERO TOLERANCE ALCOHOL POLICY

Concord EMS Inc. zero-tolerance policy for intoxicating substance applies to all employees and applicants for hire and is designed to identify and correct instances of substance abuse in the workplace. Human Resources is responsible for implementing and enforcing this policy. Drug and alcohol abuse are serious threats to Company operations and success, not to mention employee health and safety. To provide a safe and productive workplace, employees are prohibited from consuming, possessing, selling, or purchasing illegal drugs at any time on Company property or while engaged in Company business. Likewise, employees may not consume alcohol at any time on Company property or while engaged in Company business, except for reasonable and moderate alcohol consumption during Company business and social events. Additionally, employees may not have any detectable amount of alcohol or illegal drugs present in their bodily systems at work. The prohibitions in this policy apply whether employees are at a work facility, operating a company vehicle, or conducting off-site work. A drug is considered illegal if it is illegal to possess or obtain or is legal to possess but has been obtained illegally, such as possessing prescription drugs without a valid prescription. This policy does not prohibit employees from lawfully possessing and using prescribed drugs. However, employees with valid prescription drugs are prohibited from abusing such drugs by consuming them more than the prescribed amounts or from consuming prescribed drugs that impair their ability to safely perform their duties. Company reserves the right to require employees taking prescribed drugs to produce proof that they possess valid prescriptions. Consult a doctor if you are unsure as to the potential effects of any prescribed drugs you take. You are responsible for notifying your supervisor if any prescribed drugs you take may impair your ability to work safely or perform your duties effectively. Any violation of this policy can result in disciplinary action and possible termination, even for an employee's first offense. We encourage you to seek help if you have developed an addiction or dependence on drugs or alcohol. Company will make reasonable efforts to accommodate employees who voluntarily seek help, whether through counseling, rehabilitation, or another type of assistance program, before committing a violation of this policy. As warranted under the circumstances, such employees may be allowed to use paid time off, referred to treatment programs, placed on leaves of absence, or otherwise accommodated as required by law. Before returning to their prior work status, such employees may be required to provide proof that they have successfully completed their treatment program and to submit to testing to ensure they can perform their duties safely.