



Sheridan Police Department
Policies and Procedures
9.5 Replaces 510.1
Chapter 9 – Department Oversight
Section 5 – Substance Abuse

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Signature:

Concerns of the City of Sheridan for its employees and the public have led to the formulation of policies on substance abuse, drug testing and smoking.

9.5.1 Substance Abuse

- A. The City of Sheridan is a drug free workplace. The manufacturing, distribution, dispensation, possession (except as required by law enforcement personnel in the performance of their official duties) and use of illegal drugs or alcohol on city premises or during work hours by city employees is strictly prohibited.
- B. The City of Sheridan substance abuse policy is explained in the City of Sheridan Employee Handbook.

9.5.2 Alcohol Policy

- A. No employee of the department shall report for a regular tour of duty while under the influence of alcohol or drugs, or if unfit for duty because of their prior use. No employee of the department shall report for duty or remain on duty with an odor of intoxicating liquor upon his or her breath.
- B. No officer shall drink any alcoholic beverage while on duty, except when necessary in the performance of duty. Such an act in the performance of duty shall be recorded by the officer and made part of the case file.
- C. No employee of the department shall consume any alcoholic beverage on any public property, park, or other location where such consumption is prohibited by law. Employees, whether on or off duty, if found intoxicated and in violation of any law, shall be subject to immediate relief of further duty pending an investigation or arrest.
- D. The City of Sheridan alcohol and other drug testing policy is explained in City of Sheridan Employee Handbook.

9.5.3 Tobacco Policy

- A. The City of Sheridan prohibits the use of any form of tobacco products, smoke or smokeless, in City Vehicles.
- B. The City of Sheridan prohibits the use of any form of tobacco products, smoke or smokeless, in city facilities.
- C. The City of Sheridan tobacco policy is explained in the City of Sheridan Employee Handbook.