



experiments in live performance | made of toronto | in conversation with the world

Volcano Non-Profit Productions Inc.

Drug and Alcohol Policy

PURPOSE

To ensure all workers abide by company policy on drugs and alcohol in the workplace.

POLICY

Volcano is committed to providing a safe, drug and alcohol-free workplace for its workers. For the purpose of this policy, the term “worker” includes Volcano’s employees (including artistic and administrative staff, and stage managers); our contractors (including providers of management, production, and creative services, as well as performers and instructors); our Board of Directors; our volunteers; and our course participants. Volcano is aware that drug and alcohol dependencies are protected and recognized as grounds of mental, psychological and physical disability under the provincial and federal human rights regulations, and therefore considered to be prohibited grounds of discrimination.

This Policy Shall:

1. Define Alcohol and/or Drug Dependence;
2. Define Recreational Use;
3. Discuss Drug and/or Alcohol dependency;
4. Provide workers with a set of expectations;
5. Provide guidelines for the Accommodation Process.

Volcano is committed to providing a safe working environment for all of its workers. Workers under the influence of drugs or alcohol on the job can pose safety and health risks both to themselves and their co-workers.

To help ensure a safe and healthy workplace, the organization reserves the right to prohibit certain items and substances from being brought into, or being present during company work sessions including workshops, rehearsals, performances, and designated meetings. The following items are prohibited from being present or consumed during such sessions (including rehearsal and performances venues, and offices): non-prescription drugs and alcohol. The organization strictly prohibits the use of non-prescribed drugs or alcohol during work hours for the purposes described above, and workers are further prohibited from reporting to work while under the influence of drugs or alcohol.

Volcano Non-Profit Productions Inc.
Charitable No: 898194972 RR0001
251 Crawford Street
Toronto ON M6J 2V7 Canada
416 538 4436
info@volcano.ca

Artistic Director
Ross Manson

Management
Meredith Potter Arts Management

Board of Directors
Devon Elke, Chair
Leah Teklemariam
Ashiq Aziz
Matthew Lella
Jeanne LeSage
Connie Wansbrough
Melissa Williams

The exceptions to this ban are: single doses of non-prescription pain relievers such as ibuprofen or acetaminophen for immediate relief of ailments; cannabis use by registered medical cannabis-users; and alcohol consumption during any Volcano-funded party or event to which workers are invited and where alcohol is provided free or available for sale.

Workers who fail to adhere to the above expectations or who engage in illegal activities such as selling drugs and/or alcohol while on company premises will be subject to disciplinary action up to and including termination of employment and referral to legal authorities.

Drug and/or Alcohol Dependency: is defined as a mental, physical or psychological dependence on drugs and/or alcohol that is considered a mental, physical, and psychological disability and under Human Rights Law.

Recreational Drug and/or Alcohol Use: with recreational use of drugs and/or alcohol, there is no mental, physical or psychological dependence, therefore, this is **not** considered a mental, physical or psychological disability under Human Rights Law.

Drug and/or Alcohol Dependency

- Volcano understands that workers may develop drug and/or alcohol dependencies and substance abuse problems that are chemical dependencies, and which can also present as co-occurring disorders with mental health issues, and, in either or both cases, are defined as disabilities under Human Rights Law.
- Volcano promotes the early diagnosis of such disabilities, disorders or health problems and encourages workers with a dependency on alcohol or drugs to pursue medical and/or psychological treatment.
- Any worker who suspects that he/she might have an emerging drug or alcohol problem is expected and encouraged to seek appropriate treatment promptly from one of the many resources in the community.
- Volcano defines a rehabilitated drug user, alcoholic, or any individual engaged in a supervised drug or alcoholism rehabilitation program that is no longer using drugs or alcohol, as a worker with a disability.

Expectations

Management (Artistic Director, General Manager) will:

- identify any situations that may cause concern regarding workers' abilities to safely perform their job functions;
- shall accommodate the worker to the point of undue hardship if it is known or ought to have been reasonably known that a worker has a substance dependency;
- ensure any worker who asks for help due to a drug or alcohol dependence will not be disciplined for doing so;
- ensure that any personal information shared with Volcano is kept confidential, within the limits

of the law.

Workers

- All workers are expected to abide by the provisions of this policy.
- Workers are encouraged to communicate to their employer that they have a dependency or have had a dependency so that their rights are protected and they can be accommodated appropriately.

Accommodation Process

During the accommodation process, Volcano will respect the dignity and privacy of the individual requesting accommodation. During this time, the following actions may occur:

- The worker may take a leave of absence to seek assessment and treatment for a drug and/or alcohol dependency;
- The worker will be allowed to return to work upon rehabilitation; and
- Volcano will accommodate relapses prior to, during, and post treatment, given the accommodation does not create undue hardship for Volcano.

During the accommodation process, the worker shall:

- Inform Volcano if they are currently experiencing a drug and/or alcohol dependency;
- Disclose previous problems with a drug and/or alcohol dependency **only** if it is relevant to their current job duties;
- Fully cooperate with the recommendations of professional assessments.

ENFORCEMENT

Violation of any part of this policy may result in disciplinary action, up to and including termination of employment with cause.