


# PINE BLUFF POLICE DEPARTMENT POLICY & PROCEDURES MANUAL

	<b>SUBJECT:</b>	<b>POLICY NUMBER</b> <b>197</b>
	<b>INTOXICANTS &amp; NON-PRESCRIBED DRUGS</b>	<b>ISSUE DATE</b> <b>02/19/2008</b>
	<b>CHAPTER: ADMINISTRATION &amp; PERSONNEL</b>	<b>EFFECTIVE DATE</b> <b>02/19/2008</b>
	<b>ISSUED By:</b> Chief of Police John E. Howell	<b>TOTAL PAGES</b> <b>2</b>

## I. PURPOSE

The purpose of this policy is to provide a structure for monitoring, managing and controlling the use of intoxicants and non-prescribed drugs.

## II. POLICY

- A. The consumption of alcoholic beverages or the use of non-prescribed drugs is prohibited by employees of the department, when the consumption or use could affect the performance or judgment of the individual.
- B. Sworn employees shall follow the guiding principles below, but are not limited to:
  - 1. No employee shall report for duty who has consumed any alcoholic beverage or used any non-prescribed drug or medication within eight (8) hours prior to reporting, unless the employee first gives the information to a superior officer and is then ordered to report.
  - 2. When on duty or in uniform, no employee shall consume or possess alcoholic beverages, except while engaging in the specific performance of a duty assignment.
  - 3. No employee shall bring any intoxicating beverages or non-prescribed drugs in a departmental vehicle unless it is evidence, property of a suspect or prisoner, or found property.
  - 4. Any employee who is under the care of a physician or dentist and taking prescribed medication shall:
    - a. It shall be the responsibility of the employee to ask the physician or dentist if the medication will affect the employee's performance and if so, the employee must provide such documentation to their immediate supervisor.

- b.** Obtain a statement from the physician or dentist that the medication will not affect the employee's judgment, ability to use a firearm, or to operate an emergency vehicle.
  - c.** Should prescribed medication affect the employee's ability to function, the physician or dentist should recommend that the employee be temporarily placed on sick leave.
  - d.** The employee shall remain on sick leave until released to duty by the physician or dentist.
- 5.** Any employee arriving for duty with the odor of an alcoholic beverage emitting from their person shall be tested. If the test result is positive for the presence of alcohol, the employee shall be sent home without pay for that day and disciplinary proceedings initiated
- 6.** Consumption of alcohol during off-duty while on work standby and, if called out, not being able to report is in violation of this policy.
- 7.** Other violations included, but not limited to:
  - a.** Involvement, either directly or indirectly, in the sale or distribution of any illegal drug, substance of abuse or related paraphernalia.
  - b.** Not being able to account (through proper documentation) for any drugs or substance handled by the member.
  - c.** Possession of illegal drug or substances of abuse, or using a substance in an abusive manner.
  - d.** Reporting to duty or remaining on duty while displaying erratic behavior or actions that would lead a reasonable and prudent supervisor to believe the member was under the influence of drugs or medication.
  - e.** The continued taking of a prescribed drug once the medical reason is no longer valid.
  - f.** Use or possession of any un-approved drugs while on duty.