



## Drugs, Narcotics and Alcohol

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### Overview

Huron Consulting Group (the Company) considers unlawful drugs, marijuana and alcohol at the workplace to be a hazard to an employee's health, dangerous to every employee's safety and a hindrance to maintaining a productive and qualified workforce. Accordingly, the Company is committed to maintaining a workplace free of unlawful drugs, marijuana and alcohol.

"Workplace" shall include Company and client premises as well as other locations where Company business is conducted or where Company- sponsored events occur.

"Controlled Substance" means a controlled substance in schedules I through V of section 202 of the Controlled Substances Act (21 U.S.C.812) and as further defined in regulation at 21 CFR §§ 1308.11 - 1308.15.

"Criminal Drug Statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, possession, or use of any controlled substance.

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### Coverage

All persons involved in the operation of the Company's business, including, but not limited to, Huron's employees, contractors and suppliers.

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### Violation of Policy

Any person covered by the policy who violates it, shall be subject to disciplinary action, up to and including termination.

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**General Prohibitions Relating to Illegal Drugs and Alcohol**

The following conduct is strictly prohibited:

- The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance, illegal drug, marijuana or alcohol at the Workplace.
  - Reporting to work or conducting work while under the influence of illegal drugs, marijuana or alcohol. The Company deems a person to be “under the influence” if he or she is affected by illegal drugs, marijuana or alcohol in any detectable manner or where use impairs a person’s ability to perform the assigned duties.
  - Any other use of alcohol, marijuana and/or involvement with illegal drugs off Company premises that adversely affects the individual’s work performance, or the Company’s reputation in the community.
  - Conduct which results in conviction under a Criminal Drug Statute for a violation occurring in the workplace.
  - Failure to notify the Company of any conviction under Criminal Drug Statute within five (5) days of the conviction.
  - Refusing to submit to or efforts to tamper with a drug or alcohol test.
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**Drug or Alcohol Tests**

Huron may require employees to submit to a drug or alcohol test when:

- The Company has a reasonable suspicion that an employee is under the influence of or in possession of unlawful drugs, marijuana or alcohol on Company premises;
- The employee is involved in a work-related accident that may have resulted from his or her error; or
- The employee has tested positive for the presence of drugs or alcohol within the prior 12-month period.

A positive result of a drug or alcohol test under the above-described circumstances will be considered a violation of the Company drug policy and may result in discipline, up to and including termination. Employees who refuse to take the drug or alcohol test will be regarded as violating the Company’s drug policy and may be subject to discipline, up to and including termination.

In addition, from time-to-time employees may be required to submit to a drug or alcohol test in order to satisfy a client staffing requirement. In those situations, the employee may choose to decline the test in which case the employee will not be staffed on the project and should endeavor to find another client staffing opportunity.

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**Searches**

When there is reason to believe that a specific employee or group of employees may be in possession of unlawful drugs, marijuana or alcohol or otherwise in violation of this policy, they may be required to submit to searches of their clothing, Company desks, lunch boxes, purses, briefcases or other containers or personal vehicles which have been brought onto Company property or the Workplace. An employee's refusal to permit a search may result in discipline, up to and including discharge.

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**Assistance for Substance Abuse Problems**

The Company recognizes drug and alcohol abuse and dependency as a health, safety, and security problem. Any employee who is abusing drugs or alcohol may be granted a leave of absence to undertake rehabilitation treatment. (See Personal Leaves of Absence Policy.)

Employees experiencing problems with Controlled Substances are urged to voluntarily seek assistance through the Company's health insurance programs to resolve such problems before they become serious enough to require management referral or disciplinary action for poor performance.

Employees whose job performance deteriorates may be encouraged by management to seek referral under the mental health/substance abuse provisions of their medical plan for diagnosis of the performance problem. Participation in treatment will not jeopardize an employee's job, and successful treatment will be viewed positively. However, participation will not prevent normal disciplinary action for performance issues that have already occurred or release an employee of responsibility to perform assigned duties in a safe and efficient manner.

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**Assistance for Substance Abuse Problems (continued)**

Also, any employee who violates the prohibitions against the unlawful manufacture, distribution, dispensation, possession or use of Controlled Substances, marijuana or alcohol in the workplace will still be subject to disciplinary action up to and including, but not limited to, termination of employment, notwithstanding the employee's participation in a drug rehabilitation or assistance program.

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**Related Policies**

Personal Leave of Absence

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**Change History**

<b>Date:</b>	<b>Version:</b>	<b>Created by:</b>	<b>Description of change:</b>
January 2020	1.0	Human Resources	Effective date.
November 2023	2.0	Legal Department	Review and minor updates.