

Working Partners

for an Alcohol- and Drug-Free Workplace



Working Partners

for an Alcohol- and Drug-Free Workplace



"A drug-free workplace is a safer workplace. Drug-free workplaces are linked to drug-free and happier families, schools and communities. Working Partners helps employers and employees to work together to ensure a safe and drug-free environment for everyone. They also play a vital role in President George W. Bush's campaign to reduce drug use in our country and halt the economic, social and emotional devastation in its wake."

Elaine L. Chao
Secretary of Labor

The **Working Partners** program was developed by the U.S. Department of Labor to help businesses establish and maintain drug-free workplaces.

For more information, please visit the **Working Partners** Web site at www.dol.gov/workingpartners.

Working Partners
U.S. Department of Labor
200 Constitution Avenue, Room S-2312
Washington, DC 20210
Phone: (202) 693-5919
Fax: (202) 693-5961
E-mail: webwp@dol.gov

U.S. Department of Labor



All **Working Partners** materials may be reproduced and distributed without additional permission from the U.S. Department of Labor.

U.S. Department of Labor



www.dol.gov/workingpartners

Helping America's Businesses Benefit from Being Drug Free

TOOLS and RESOURCES

www.dol.gov/workingpartners

America's businesses pay a high price for alcohol and drug abuse. Some costs—increased absences, accidents and errors—are obvious. Others, such as low employee morale and high illness rates, are less so, but the effects are equally harmful.

Employers have enormous power to protect their businesses from alcohol and drug abuse by educating employees about its dangers and encouraging individuals with alcohol and drug problems to seek help. To help businesses benefit from being drug free and to further its mission to help America's employers maintain safe and healthy workplaces, the U.S. Department of Labor created **Working Partners for an Alcohol- and Drug-Free Workplace**.

Working Partners raises awareness about the impact drugs and alcohol have on the workplace and provides information on how to establish drug-free workplace programs that protect worker safety and health.

Drug-Free Workplace Advisor

Web-based tool that helps employers build tailored drug-free workplace policies and programs and informs employers and employees about coverage and requirements of the Drug-Free Workplace Act of 1988.

Substance Abuse Information Database (SAID)

Online repository of hundreds of documents related to workplace alcohol and drug abuse, including sample policies, surveys, research reports, training and educational materials, and legal and regulatory information.

Resource Directories

Regularly updated lists of national, state and local resources, including:

- Summaries of state laws related to workplace drug and alcohol abuse
- Community-based organizations that assist in making businesses drug free
- Helplines that offer assistance to individuals who have, or know someone who has, an alcohol or drug problem

Substance Abuse Basics

Materials that describe how alcohol and drug abuse interferes with successfully securing and maintaining employment, including:

- Facts about the disease of addiction
- Features of treatment and the recovery process
- Information on the value of employing people in recovery

All **Working Partners** tools and resources—including information about how to develop a drug-free workplace policy from start to finish and ready-to-use supervisor training and employee education materials—are available online at www.dol.gov/workingpartners.