



Trustees
Rodney French, Jeff Rowe
Jeff Hunley & Trevor Sutermeister

COLUMBUS SHEET METAL WORKERS APPRENTICESHIP

3031 Lamb Avenue, Columbus OH 43219
614-471-3107 www.csmwa.org
Steve Allen Administrator & Training Coordinator



Trustees
Joshua Spencer, Ronald Wilburn
CW Park & Alex Grant

Apprenticeship Drug Policy:

Approved ____ Nov. 17 ____, 2020

The Columbus Sheet Metal Workers Apprenticeship (CSMWA) intends to help provide a safe and drug-free work and education environment for its apprentices, instructors and employees. Moreover, the CSMWA has developed this policy to comply with the Agreement between the Sheet Metal Contractors of Central Ohio and Local Union No. 24 of the Sheet Metal, Air, Rail and Transportation Workers (the "Agreement") and honors contracting employer work opportunity mandated testing and testing necessary for contracting employer participation in the Ohio Bureau of Workers' Compensation's Drug-Free Workplace Program.

The CSMWA explicitly prohibits:

- The use, possession, solicitation for, or sale of narcotics or other illegal drugs, alcohol, or prescription medication without a prescription on the CSMWA or contracting employer premises (including the parking lots) or while performing an assignment;
- Being impaired or under the influence of legal or illegal drugs or alcohol away from the CSMWA or contracting employer premises, if such impairment or influence adversely affects the individual's work or school performance or the safety of the individual or of others; and
- The presence of any detectable amount of narcotics or other illegal drugs, alcohol or prescription medication without a prescription in the individual's system while at work or school.

Every individual applying for consideration to be an employee, apprentice or pre-apprentice must sign a "Notice Regarding the Illegal Use of Drugs" when applying for the program and again after having been accepted into the program.

The CSMWA explicitly encourages apprentices, pre-apprentices and employees to seek voluntary treatment for any drug or alcohol abuse or dependency issues.

Every offer of employment or participation made to an applicant to be an employee, apprentice or pre-apprentice is conditional upon successfully undergoing a test for the illegal use of drugs conducted by a program authorized by the Agreement. An applicant offered conditional participation as an employee, apprentice or pre-apprentice will have their offer immediately revoked, and will not be permitted to re-apply for consideration as an employee, apprentice or pre-apprentice for a period of not less than one (1) year, if the test discloses the illegal use of drugs or adulteration or the applicant fails to appear for the test at the time and place designated.



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The CSMWA has a zero tolerance policy at school. Any employee or person admitted as an apprentice or pre-apprentice, shall, upon reasonable individualized suspicion of the illegal use of drugs or the use of alcohol in violation of this policy, submit to a drug/alcohol test conducted by a program authorized by the Agreement. The CSMWA Training Coordinator and instructors will be provided appropriate supervisor training to recognize the signs necessary to constitute reasonable suspicion and will be provided the appropriate program paperwork for the testing facility. The determination of "under the influence" will be at the sole, unquestionable discretion of the instructor and/or Training Coordinator.

A CSMWA instructor will accompany an apprentice or pre-apprentice for a reasonable suspicion test during school hours. In Columbus, the following testing locations may be used, dependent on hours needed:

Hometown Urgent Care
2880 Stelzer Road (Easton)
Columbus, Ohio 43219
(614) 472-2880

M-F 9:00am-8:00pm, Sat-Sun 9am-5pm

Mt. Carmel Urgent Care
6495 East Broad Street
Columbus, Ohio 43213
(614) 986-7752

M-F 9:00am-9:00pm, Sat-Sun 9am-6pm

In South Point, the following testing location may be used:

Burlington Family Care Center KDMC
384 County Road 120 South
South Point, OH 45680
(740) 894-2080

Any employee who refuses to submit to such a test shall be discharged. Any apprentice or pre-apprentice who refuses to submit to such a test shall be dismissed from the program. Any employee, apprentice or pre-apprentice whose test discloses the illegal use of drugs, use of alcohol in violation of this policy, or adulteration shall be subject to disciplinary action up to and including dismissal. Disciplinary action may include the successful completion of a drug/alcohol treatment program accepted under the Agreement. In the event the employee, apprentice or pre-apprentice enters a drug/alcohol treatment program accepted under the Agreement, he or she may not return to work or school until the program is successfully completed, as determined by the program.

Apprentices and pre-apprentices must comply with any requirements necessary for a contracting employer's work opportunity mandated testing or participation in the Ohio Bureau of Workers' Compensation's Drug-Free Workplace Program, including random testing. An apprentice or pre-apprentice must report test results disclosing the illegal use of drugs/alcohol, test adulteration, or failure to test to the CSMWA Training Coordinator within twenty-four (24) hours of receipt. The contracting employer shall obtain authorization from the apprentice or pre-apprentice to release the results of a test to the CSMWA before conducting the test, and the contracting employer shall also report the result to the CSMWA Training Coordinator if the result discloses the illegal use of



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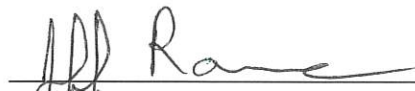
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drugs/alcohol, test adulteration, or failure to test. Test results disclosing the illegal use of drugs/alcohol, test adulteration, or failure to test shall constitute reasonable suspicion for the CSMWA to conduct a test under this policy. Additionally, the original contracting employer test result disclosing the illegal use of drugs/alcohol, test adulteration or failure to test may independently subject the apprentice or pre-apprentice to discipline, as determined by the Trustees on a case-by-case basis.

An apprentice or pre-apprentice who is under age eighteen must provide parental consent for any drug or alcohol test conducted pursuant to this policy or the Agreement.


Jeff Rowe, Chairman

2-1-24
Date


C.W. Park, Recording Secretary

2/1/2024
Date

Approved on NOVEMBER 17, 2020.

Sincerely,

Board of Trustees

Trustees: Rodney French, Jeff Rowe, Jeff Hunley, Trevor Sutermeister
CW Park, Ronald Wilburn, Joshua Spencer and Alex Grant