1. Record Nr. UNINA9910816674903321 **Titolo** Management of alcohol- and drug-related issues in the workplace Geneva,: International Labour Office, 1996 Pubbl/distr/stampa **ISBN** 1-280-00173-9 Edizione [1st ed.] Descrizione fisica 1 online resource (53 p.) Collana An ILO code of practice Disciplina 658.3/822 Soggetti Alcoholism and employment Drugs and employment Employee assistance programs Lingua di pubblicazione Inglese **Formato** Materiale a stampa Livello bibliografico Monografia Note generali Simultaneously published in French and Spanish. Nota di bibliografia Includes bibliographical references. ""Preface""; ""Contents""; ""1. General provisions""; ""1.1. Objective""; Nota di contenuto ""1.2. Application and uses""; ""1.3. Definitions""; ""2. General duties, rights and responsibilities""; ""2.1. General duties of competent authorities""; ""2.2. General duties and rights of employers""; ""2.3. General duties and rights of workers and their representatives"": ""3. Development of an alcohol and drug policy for the workplace"; ""3.1. Cooperation between the social partners"; ""3.2. Contents of an alcohol and drug policy""; ""3.3. Assessment"" ""4. Measures to reduce alcohol- and drug-related problems through good employment practices"""4.1. Identification of working environment problems""; ""4.2. Corporate practices""; ""4.3. Job placement of rehabilitated workers""; ""5. Restrictions on alcohol, legal and illegal drugs in the workplace""; ""5.1. Restrictions on alcohol""; ""5.2. Availability of non-alcoholic beverages""; ""5.3. Restrictions on legal drugs""; ""5.4. Restrictions on illegal drugs""; ""5.5. Payment in kind""; ""6. Prevention through information, education and training programmes"" ""6.1. Effects of alcohol and drugs"""6.2. Information about the working environment""; ""6.3. Training for supervisors and managers""; ""6.4. Training for workers' representatives""; ""6.5. Delivery mechanisms""; ""7. Identification""; ""7.1. Different types of identification""; ""7.2. Testing""; ""8. Assistance, treatment and rehabilitation programmes""; ""8.1. Health character of alcohol- and

drug-related problems""; ""8.2. Job security and promotion""; ""8.3. Coordinating assistance to workers"; ""8.4. Reintegration"" ""8.5. Collective bargaining for treatment and rehabilitation benefits""" 8.6. Privacy and confidentiality considerations""; ""9. Intervention and disciplinary procedures""; ""9.1. Preference for treatment to discipline""; ""9.2. Discipline and the role of the employer""; ""9.3. Elaboration and communication of disciplinary rules""; ""10. Employment discrimination""; ""10.1. Principle of non-discrimination""; ""Appendices""; ""I. The development of an alcohol and drug programme for the workplace""; ""II. Linkages between alcohol and drugs and the workplace: A selection of studies"" ""III. Effects of alcohol and drugs and indicators of potential problems"""IV. Examples of delivery mechanisms concerning alcohol and drug programmes in the workplace""; ""V. Guiding principles on drug and alcohol testing in the workplace as adopted by the ILO Interregional Tripartite Experts Mee""; ""VI Selected bibliography of general and chapter-specific literature on alcohol- and drug-related issues in the workplace""