

FIT FOR DUTY POLICY STATEMENT

Tribute Communities acknowledges that everyone has a right to a safe workplace. Our commitment to provide and promote a safe and healthy work environment for all employees revolves around our Internal Responsibility System, which is outlined in the Health and Safety Policy. The “Fit for Duty” Policy extends our commitment to ensuring that employees are fit to perform the duties they have been employed to do. Employees who are not fit for duty may present a safety hazard to themselves, to other employees and to the public. Employees are not entitled to be impaired or intoxicated at work.

This Policy is intended to encourage all employees to cooperate in the prevention of alcohol, illicit and/or prescription drugs and substance-use in the workplace. It outlines the responsible workplace parties and necessary actions required when an employee is deemed unfit. This Policy will be interpreted in accordance with all applicable laws, including but not limited to human rights legislation.

Employees have a **duty to disclose** if they are taking any substance that could affect their ability to work safely. Without undue hardship, Tribute Communities has a **duty to accommodate**. Tribute also has a **duty to inquire** with any employee, especially in safety-sensitive positions, whether accommodation may be needed based on fitness.

In order to provide a safe work environment, all employees are expected to perform their job duties in a safe, productive and effective manner. Safety is an important part of everyone’s job. Fatigue, alcohol, drugs, mental health and other stressors can have a negative impact on one’s performance and health and safety. Every employee is encouraged to adopt a healthy lifestyle on and off the job.



Steven Libfeld, CEO

January 1st, 2023
Date