

It is expected that employees and managers adhere to their respective responsibilities, outlined below, in order to support the University in providing a safe and secure workplace that supports employee wellbeing, safety, and success, by prioritizing employee Fitness for Work.

- Report to the Workplace Fit for Work and remain Fit for Work throughout the entire workday.
- Refrain from using, distributing, manufacturing, offering or selling an Impairing Substance^[3] at the Workplace (except where use is pursuant to an accommodation plan entered into in accordance with the [Accommodation of Disabilities in the Workplace Policy](#)). If in possession of a legal Impairing Substance, ensure that it is within the legal limits and that it is properly stored in the Workplace.
- Inform their manager or the University's Return to Work and Accommodation Unit about their use of an Impairing Substance that may affect their Fitness for Work.
- Leave the workplace if they are not Fit for Work and/or if requested to do so by their manager.^[4]
- Inform a manager if they are aware of or witness Signs of Impairment which suggest that another employee may not be Fit for Work.
- Co-operate with the University in the accommodation process in accordance with the **Human Rights Code**

