

## EXECUTIVE ORDERS

and productivity of all its employees as they carry out their responsibilities to the citizens of Maryland; and

WHEREAS, The Federal Omnibus Drug Abuse Act of 1988 stipulates that any State which is a recipient of Federal dollars must establish a Drug-Free Workplace, including a policy on use of substances, a drug awareness program for employees and a procedure for self-reporting convictions; and

WHEREAS, A drug-free workplace is fundamental to efficient, effective and responsive government;

NOW, THEREFORE, I, WILLIAM DONALD SCHAEFER, GOVERNOR OF THE STATE OF MARYLAND, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE CONSTITUTION AND LAWS OF MARYLAND, HEREBY PROCLAIM THE FOLLOWING ORDER EFFECTIVE IMMEDIATELY:

A. In this Executive Order, the following words have the meanings indicated.

(1) "Substance" means alcohol or drugs.

(2) "Alcohol" means ethyl alcohol or ethanol.

(3) "Drugs" means any substance, including controlled dangerous substances, taken into the body, other than alcohol, which may impair one's mental faculties, changes one's mood and/or physical performance.

(4) "Abuse" means:

(a) Any use of any illegal drug;

(b) Intentional misuse of any over-the-counter drug, in cases where such misuse impairs job performance;

(c) Use of any prescription drug in a manner inconsistent with its medically prescribed, intended use, or under circumstances where use is not permitted;

(d) Use of alcohol where such use impairs job performance; and

(e) Intentional and inappropriate use of any substance, legal or illegal, which impairs job performance.

(5) "Workplace" means a State owned or utilized premise for official State business.

(6) "Sensitive classes" are those in which the Secretary of Personnel has determined that all of the following conditions exist: