POLICY TITLE	Drug-Free, Smoke-Free, and Tobacco-Free Organization Policy	**DOCUMENT ID**	ADMIN-RM-0216.03
OWNER	Vice President of Business Administration	**CREATION**	07.27.2021-Board
STANDARDS AND REGULATIONS	**COA:** ASE 1, RPM 2 **Admin Code:** **Statute:**	**RENEWAL DATE**	09.2028
RELATED OMC POLICIES / PROCEDURES	Drug-Free Workplace Policy/Procedure; Commitment to Workplace Safety and Health Policy	**LAST MODIFIED/ APPROVAL**	07.2026 – Chief Financial Officer
APPLICABLE TO	1 - All Staff 8 - Volunteers	**EXPERT REVIEW**	07.2021-Nelson Mullins

PURPOSE

This policy has been adopted to promote and to provide a safe, healthy, and productive workplace environment.

FORMS AND REFERENCE DOCUMENTS

Title	Description

POLICY

Drug-Free, Smoke-Free, Tobacco-Free

One More Child (OMC), as a non-profit private organization, is drug-free, smoke-free, and tobacco-free. Alcohol, illegal drugs and/or tobacco products are not allowed/to be used:

- On any OMC campus
- In any office/facility owned or operated by OMC
- When operating an OMC vehicle or OMC equipment
- When working on behalf of OMC in any capacity

OMC reserves the right to exclude or expel anyone suspected of violating this policy from any OMC campus, office, or facility.