

## Cannabis Readiness Checklist

ACTION TO TAKE	YES	NO
Has a policy and procedure been written for the company that sets the standard for alcohol, drugs and impairing substances in the workplace?		
Has it been reviewed and approved by the companies' legal counsel?		
Has a risk assessment been conducted to identify safety sensitive jobs?		
Has the policy and procedure been communicated to all employees?		
Have all employees acknowledged that they have read, understand and will comply with the policy & procedure?		
Have employees been trained in their responsibilities as it relates to the policy and procedure? (Disclosure, confirmation requests etc.)?		
Have supervisors or other designated employees, involved in assessing impairment in the workplace, been given appropriate training on recognizing the signs and symptoms of impairment including alcohol, illegal drugs, impairing prescriptions and other substances?		
Does the company have an up to date resource list for workers that may require these services?		
Does the company have contact information with a Substance Abuse Expert or medical physician trained in this area?		
Has the company procured a laboratory that meets the requirements of this policy and procedure?		
Does the employer understand what accommodation is? (if not) <a href="https://www.chrc-ccdp.gc.ca/sites/default/files/impaired_at_work.pdf">https://www.chrc-ccdp.gc.ca/sites/default/files/impaired_at_work.pdf</a>  <a href="http://www.manitobahumanrights.ca/v1/education-resources/resources/pubs/guidelines/booklet-reas-accom-guideline-march-2017.pdf">http://www.manitobahumanrights.ca/v1/education-resources/resources/pubs/guidelines/booklet-reas-accom-guideline-march-2017.pdf</a>  <a href="https://www.gov.mb.ca/fs/imd/pubs/hr.pdf">https://www.gov.mb.ca/fs/imd/pubs/hr.pdf</a>		
Has a plan be considered / developed for accommodation?		
<b>Other Notes:</b>		

Completed by: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_