

SUBJECT: MANAGEMENT OF CONTRABAND

EFFECTIVE
DATE: 03-08-11 (replaces 10-31-02)

APPROVED BY:

Reviewed (no changes): _____

Executive Director

POLICY

It is the policy of McIntosh Trail CSB to prohibit any type of contraband/illegal goods and substances in/or on any premise/site which is leased, owned, and occupied by the organization. Contraband is defined as any item or substance prohibited by law.

PROCEDURE

1. If a consumer or employee brings any type of contraband on site, the supervisor will be notified immediately and will make immediate arrangements with the local law enforcement agency to remove the contraband and, if the situation indicates, the individual. The site plan for disaster preparedness, Policy No. 1214, will be implemented immediately for the safety and protection of all other consumers and staff.
2. For residential/housing consumers, the consumer signed housing agreement will include a clause prohibiting any type of contraband in their housing setting. If the individual is unwilling or unable to remove the contraband, the housing supervisor will be notified immediately and will make immediate arrangements with the local law enforcement agency to remove the contraband and the individual if the situation indicates.