

Alcohol policy

for the Department of Molecular Biology and Genetics

Aarhus University, Denmark

The use of alcohol and other drugs in the workplace must not have influence on our safety, well-being, performance or reputation.

General guidelines

In a work context it is unacceptable to be affected by alcohol or other drugs.

As a rule, molecular biology research and teaching as well as administrative work are generally incompatible with the consumption of alcohol and other drugs. Working with chemicals, equipment, machinery, etc. after drinking alcohol can pose a safety hazard to yourself and others in the laboratory. Additionally, materials, laboratories, equipment, etc. may be destroyed, and the work performance usually deteriorates.

However, the staff and students are allowed to drink alcohol in the workplace in relation to events such as anniversaries, receptions, retirements, exams, birthdays, Christmas lunches, Friday bars, etc. If you resume work afterwards, the consumption of alcohol must have been kept to a minimum (up to two drinks). For the same reason, such events should take place as late as possible in the day.

The use of other drugs is not allowed in the workplace.

The amount of consumed alcohol (and other drugs) both at home and at the workplace must not have a negative influence on the work performance the following day.

The above rules also apply in relation to staff and students participating in conferences, meetings, etc. as well as when travelling or working at other institutions in Denmark or abroad.

All staff or students at the department have a duty to act if they see that there is a violation of the above guidelines by going directly to the colleague. If this does not help – or it happens again – the person's immediate leader or supervisor should be contacted.

Guidelines for abuse

The colleagues' obligations

All staff or students at the department have a duty to act if they observe abuse of alcohol or other drugs at the department by going directly to the colleague and/or the trade union representative, the safety representative, the group leader or to the student's supervisor, who then takes the abuser to the Head of Department.

The Head of Department's obligations

If the Head of Department suspects that an employee or student has a drug problem - or has been made aware of a suspicion thereof – he or she must have a talk with the person as soon as possible together with the trade union representative to inform about the possibilities of help, and possibly inform about the consequences of continued abuse (dismissal /suspension).