

SECTION 7 — CONDUCT

- 7.1 Lunch Period
- 7.2 Safety and Health
- 7.3 Tools, Supplies, Equipment, and Telephones
 - 7.3.1 Uniforms/Footwear Allowance
- 7.4 Use of City Vehicles
- 7.5 Attendance/Absence Abuse
- 7.6 Gambling
- 7.7 Outside Employment
- 7.8 Dress and Appearance
- 7.9 Solicitation and Distribution
- 7.10 Political Activity
- 7.11 Drug Free Workplace Policy
- 7.12 Alcohol and Drug Testing Policy for Employees
 - 7.12.1 CDL Alcohol and Drug Testing Policy
 - 7.12.2 CDL Driver Notification/Disqualification Policy
- 7.13 Discriminatory Harassment
- 7.14 Computer Security and Usage Policy
- 7.15 Concealed Weapons
- 7.16 Workplace Violence
- 7.17 Adherence to Laws
- 7.18 Conviction of a Felony
- 7.19 Public Records
- 7.20 Wellness

- A. The City is committed to providing a safe and healthy work environment that promotes employee well being along with high performance and productivity. Further, the City supports an organizational culture of wellness that encourages maintenance of healthy behaviors both at work and off the clock.
- B. To foster a culture of wellness, the City has acknowledged the health hazards of a sedentary lifestyle, poor nutrition, and ingestion/use of tobacco products, and the City will make available wellness initiatives and events aimed at improving health outcomes of its employees. Wellness initiatives are considered to be beneficial for both employees and employers through expected increases in productivity, decreases in medical insurance costs, and by enhancing quality of life.
- C. To promote healthy lifestyle choices and behaviors, the City may elect to offer periodic wellness events and initiatives. Wellness initiatives and events may include, but not be limited to the following:
- Nutritional events/healthy cooking events
 - Exercise/fitness initiatives/events
 - Wellness/Biometric Screenings
Smoking Cessation Programs

Participation in wellness events and initiatives is voluntary and employees will not be paid for time spent participating in such initiatives and events during non-work hours.

Participation in wellness related events will require that an employee sign a waiver acknowledging that participation is voluntary and waiving any claim to compensation or benefits under ORC chapter 4123, Workers' Compensation, should an injury occur as the result of such voluntary participation.

- D. To further encourage healthy lifestyle choices and behaviors, the Mayor may elect to offer a wellness incentive program to employees participating in the City's group medical insurance health plan (medical and prescription drug). Such wellness incentive program may include a monetary incentive through a reduction in the dollar amount of the monthly premium/contribution paid by an employee who meets the requirements of the program. Any wellness incentive program must be for a defined period of time.

Implementation, continuation, modification, or discontinuation of any wellness incentive program shall be at the sole discretion of the Mayor.

Original Adoption Date

Revision Date