

December 5, 2012

To: All Employees

From: Management

Subject: Alcohol/Drug Policy

There are many questions regarding the recently approved Initiative 502, decriminalizing marijuana in Washington.

Car Wash Enterprises ("CWE") would like to clarify that our Alcohol and Drug Policy remains the same. CWE considers alcohol or drugs to be a serious threat to personal health, workplace safety and job performance. CWE policy is that employees are strictly prohibited from possessing, selling, consuming, or being under any influence of alcohol, marijuana and other illegal drugs; illegal drugs continue to include all drugs which are illegal under federal, state or local law.

Initiative 502 does nothing to change federal law. Marijuana remains illegal under federal law.

The use of drugs that are legally prescribed by a health care provider under both federal and state law does not violate our policy. Please note, however, that marijuana, even if prescribed under a state medical marijuana law, is still considered an illegal drug under federal law and therefore prohibited by our policy. Employees are also responsible for consulting with their provider(s) to ensure legally prescribed medications do not have side effects that adversely affect the employee's ability to safely perform his or her essential job duties.

If a provider advises an employee that legally prescribed medications, or even recommended over the counter medications, may limit his or her ability to perform essential job duties safely and effectively, an employee should provide written notice from their provider to Human Resources with respect to such medication side effects. Human Resources will engage in an interactive process with employees in these circumstances to identify needed reasonable accommodations, including if appropriate, a medical leave of absence.

If you have any questions, contact your supervisor.

DATE:

EMPLOYEE SIGNATURE

PRINT NAME

Give two copies of this memo to all employees. One signed copy must be returned to the office.

December 5, 2012