




Philippine Economic Zone Authority

MEMORANDUM CIRCULAR: 2019-037

TO : Economic Zone Locator Enterprises
Economic Zone Developers
Economic Zone Administrators / Managers / Officers in-Charge

FROM : BGen CHARITO B. PLAZA, MNSA, PhD 
Director General

SUBJECT : Drug-Free Workplace Program in the Workplace

DATE : 11 October 2019

PEZA supports the protection of every worker against injury, sickness or death through safe and healthy working conditions as embodied in the Occupational Safety and Health (OSH) law. The implementing rules and regulations of RA 11058 or the DOLE Department Order 198 series of 2018 prescribes that the company OSH program shall also promote a drug-free workplace (DFWP). This is also aligned with the DOLE Department Order 53 series of 2003 which is entitled "Guidelines for the Implementation of a Drug-Free Workplace Policies and Programs for the Private Sector".

For those who have yet to implement their DFWP program, the practical next is the formulation of an internal Drug-Free Workplace Policy which shall establish the following:

1. Prohibited acts, procedure and coverage of mandatory drug-testing;
2. Procedure for treatment, rehabilitation and referral of employees who have been tested positive for drug-use;
3. Advocacy, education and training within the company to support information education campaign on RA 9165 or Dangerous Drugs Act;
4. Penalty or consequence for violation of the DFWP policy;
5. Monitoring and evaluation of the DFWP program and the composition of the internal committee;
6. Effectivity of the program.

A copy of PEZA's internal DFWP policy and the DOLE template may be used as reference and may be accessed through the following links:

- http://www.bwc.dole.gov.ph/images/Downloads/SafetyAndHealth/DRUG_FREE_workplace_policy_program.doc
- <http://www.peza.gov.ph/documents/mo2017010.pdf>

If there are questions, please send an email to Environmental Safety at ensd@peza.gov.ph or visit the PEZA Zone Office near you.

For your guidance.

PEZA - DTS



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