

DRUG-FREE WORKPLACE POLICY

In compliance with the drug-free workplace requirements of Public Law 100-690 for recipients of Federal contracts and grants, the following policy is in effect for Athens State University.

1. The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited by Athens State University on any property owned, leased, or controlled by Athens State University or during any activity conducted, sponsored, or authorized by or on behalf of Athens State University. A "controlled substance" shall include any substance defined as a controlled substance in Section 102 of the Federal Controlled Substance Act (21 U.S. Code 802) or in the Alabama Uniform Controlled Substance Act (Code of Alabama, Section 20-2-1, et seq.).

2. Athens State University has and shall maintain a drug-free awareness program to inform employees about:

- a. the dangers of drug abuse in the workplace;
- b. Athens State University's policy of maintaining a drug-free workplace;
- c. any available drug counseling, rehabilitation, and employee assistance program; and
- d. the penalties that may be imposed upon employees for drug abuse violations.

3. All employees of Athens State University shall comply with paragraph 1 above.

4. Any employee who is convicted by any Federal or State Court of an offense which constitutes a violation of Paragraph 1 above shall notify the President of Athens State University in writing of said conviction within five (5) days after the conviction occurs. Conviction, as defined in P.L. 100-690, shall mean "a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both."

5. In the event of a report of a conviction pursuant to paragraph 4 above where the employee is working in a project or a program funded through a Federal contract or grant, Athens State University shall notify in writing within ten (10) days any Federal agency to whom such notification by Athens State University is required under P.L. 100-690.

6. In the event an employee violated paragraph 1 above or receives a conviction as described in paragraph 4 above, the respective employee shall be subject to appropriate disciplinary action which may include, but is not limited to, termination of employment. Athens State University shall also reserve the right to require said employee, as a condition of continued employment, to satisfactorily complete a drug treatment or rehabilitation program of a reasonable duration and nature.

7. Athens State University shall make a good faith effort to ensure that paragraphs 1 - 6 above are followed.

8. Each employee of Athens State University shall receive a copy of this policy.

I have read the "DRUG-FREE WORKPLACE POLICY" and have received a copy of it. As a condition of my employment, I agree to abide by its terms and further agree to notify the Administration if I am found guilty of a drug-related charge within five days of such conviction of the violation occurred in the workplace.

Employee

Date