

# Emery County School District



## Policy: GBEC—Drug Free Workplace

Date Adopted: 7 September 1989  
Current Review / Revision: 11 December 1997

The Emery County School District will provide a drug-free workplace in accordance with the Drug-Free Workplace Act of 1988 and its implementing regulations. The District certifies that it will:

- 1) Notify all employees in writing that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the District's workplace and specify the actions that will be taken against employees for violation of such prohibitions.
- 2) Establish a drug-free awareness program to inform employees about: 1) the dangers of drug abuse in the workplace; 2) the District's policy of maintaining a drug-free workplace; 3) any available drug counseling, rehabilitation, and employee assistance programs; and 4) the penalty that may be imposed on employees for drug abuse violations occurring in the workplace.
- 3) Make it a requirement that each employee whose employment is funded by a federal grant be given a copy of the written notice as required.
- 4) Notify the employee of the required statement that as a condition of employment under the grant, the employee will abide by the terms of the statement, and will notify the District of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- 5) Notify the federal agency funding the grant within ten (10) days after receiving notice from an employee, or otherwise receiving notice of such conviction.
- 6) Take one of the following actions within thirty (30) days of receiving notice with respect to any employee who is so convicted: 1) take appropriate personnel action against such an employee, up to and including termination; or 2) require such employee to participate satisfactorily in a drug abuse assistant or rehabilitation program approved for such purposes by a federal, state, or local health law enforcement, or other appropriate agency.
- 7) Make a good faith effort to continue to maintain a drug-free workplace through implementation of all the provisions of this policy.