

NOTICE TO EMPLOYEES ENGAGED IN NWESD 189 WORK

YOU ARE HEREBY NOTIFIED that it is a violation of the policy of the NWESD 189 for any employee to unlawfully manufacture, distribute, dispense, possess or use on or in the workplace any illicit narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcohol, or any other illegal controlled substance, as defined in schedules I through V of Section 202 of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation at 21 CFR 1300.11 through 1300.15 and as further amended to include anabolic steroids. It is also a violation of NWESD 189 policy to violate related laws off work site or hours.

"Workplace" is defined to mean the site for the performance of all work done in connection with NWESD 189 programs and services. That includes any NWESD 189 1) office facility or program site, and/or 2) vehicle (or approved other vehicle) used to transport staff and/or students during any NWESD 189-sponsored activity, event, or function, such as a field trip.

YOU ARE FURTHER NOTIFIED that it is a condition of your continued employment on any federal grant that you will comply with the prior policy of the NWESD 189 and will notify your supervisor of your conviction under any criminal drug statute for a violation occurring in the workplace. Such notification shall be no later than five (5) days after such conviction.

An employee who violates the terms of the NWESD 189's drug-free workplace policy may be suspended, discharged, or non-renewed in accordance with the provisions of NWESD 189 policy and state law. In addition, the NWESD 189 will make criminal prosecution referrals, as appropriate. Compliance with the standards of conduct are mandatory.

An employee desiring information on drug and/or alcohol assessment, counseling, rehabilitation and/or re-entry program may contact his/her supervisor for referral information. An employee may be required to satisfactorily complete a drug rehabilitation treatment program approved by the Superintendent, at the employee's expense, as a condition of eligibility for reinstatement. However, reinstatement of an employee who has violated the drug-free workplace policy is not guaranteed, nor does the NWESD 189 incur any financial obligation for an employee's treatment or rehabilitation.

*I, _____, acknowledge receipt of this policy statement on
the _____ day of _____, 20_____.*

Employee's Signature