



DRUG – FREE WORKPLACE NOTICE

It is unlawful to manufacture, distribute, dispense, possess, or use a controlled substance in the workplace. Any employee violating this prohibition shall be subject to discipline up to and including termination and/or will be required to complete a drug-abuse education, treatment or rehabilitation program.

Each employee engaged in activities funded by Federal grant must notify the department head of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.

Information is available from the Employment Assistance Program (EAP) about the dangers of drug abuse and the availability of drug counseling and rehabilitation services. EAP's telephone number is (415) 554-9580.