

POLICY NUMBER: II-7-10

DATE OF ADOPTION: September 17, 1988

REVISION DATE(S):

**DRUG-FREE WORKPLACE
Policy Statement**

Seminole State College is committed to maintaining a drug-free workplace in accordance with the requirements of the U.S. Drug-Free Workplace Act of 1988, Appendix C to CFR Part 620, Subpart F-Certification Regarding Drug-Free Workplace Requirements.

To this end, the SSC Board of Regents has formally endorsed the Executive Proclamation issued by Governor Henry Bellmon on March 31, 1989, regarding actions by state agencies to insure a drug-free workplace.

College Policies Relative to Drug-Free Workplace Requirements

- 1. The workplace of Seminole State College shall be free from illegal manufacture, distribution, dispensation, possession or use of any controlled substance. Such activities shall be grounds for disciplinary action, up to and including termination.**

- 2. Seminole State College employees who are convicted of a workplace-related drug offense shall notify the President of the College within five working days following the conviction or be subject to immediate suspension without pay by the President and subject to immediate termination by the Board of Regents. If the employee so convicted is engaged in a federally funded program, the appropriate federal funding agency shall be notified of the conviction within ten working days after receiving notice of the employee's conviction.**

- 3. Employees who are convicted of a workplace-related drug offense, but who are not terminated from College employment, shall be required to successfully complete a recognized drug treatment or rehabilitation program.**

All employees of the College who are directly involved in federally funded projects will be required to attend the workplace-related drug awareness program offered by the Office of Personnel Management.