



# ABRAHAM BALDWIN AGRICULTURAL COLLEGE

Office of Human Resources

## Drug Free Workplace Statement

Abraham Baldwin Agricultural College prohibits employees from engaging in the unlawful manufacture, distribution, dispensation, possession or use of illegal drugs in the workplace. ABAC prohibits its employees from engaging in such illegal activity at all times and at all places. Such activity, even during non-working hours, clearly affects an employee's ability to perform his/her public duties. Any employee who feels he/she may have a substance abuse problem is encouraged to seek counseling and treatment.

If an employee is arrested for or convicted (including a plea of *nolo contendere*) for a violation of any criminal drug statute of any jurisdiction, regardless of whether the alleged violation occurred at the workplace or elsewhere, the employee must notify the Director of Human Resources at Abraham Baldwin Agricultural College in writing within five (5) calendar days of the arrest or conviction.

Such unlawful activity will be considered sufficient grounds for serious adverse personnel action, including possible dismissal from employment.

I have read and understand this policy.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please print, sign and date this page. Any questions concerning this policy should be directed to the Office of Human Resources.**