

PROMOTION OF A DRUG-FREE WORKPLACE

(This brochure contains the introduction and an excerpt of the Policy. The entire Policy is contained in the Staff Handbook, pages 9-12)

All employees and students are expected to refrain from the use and abuse of alcohol, drugs, and tobacco while employed or enrolled at Oakwood University. The University's policies are consistent with the beliefs of the Seventh-day Adventist Church, which promotes a temperate lifestyle that includes abstinence from the use and abuse of alcohol, drugs, and tobacco.

In compliance with the Drug-Free Workplace Act of 1988, and in harmony with the laws of the land, Oakwood University prohibits the unlawful use, possession, distribution, dispensing, or manufacture of controlled substances by its employees, which includes faculty, staff, and students. Further, any person employed by the University who receives federal funding as an individual is expected to certify that he/she will not engage in the unlawful use, possession, distribution, dispensing, or manufacture of a

controlled substance while associated with the University. Failure to comply with these policies will result in discipline up to and including expulsion or termination and, if appropriate, notification of law-enforcement agencies for prosecution.



POLICY

Oakwood University is committed to providing a safe and healthy workplace, and minimizing risks to its employees, students, and to the public. Therefore, employees and students are prohibited from the following when reporting for work, while on the job on Oakwood premises or surrounding areas, or in any Oakwood vehicle or personal vehicle used for University business:

- a. The unlawful use, possession, transportation, manufacture, sale, or other distribution of an illegal or controlled substance or drug paraphernalia.
- b. The unauthorized use, possession, transportation, manufacture, sale or other distribution of alcohol.
- c. Being under the influence of alcohol or having a detectable amount of an illegal or controlled substance in the blood or urine.

Note: The term “controlled substance,” as used in this policy, means a drug or other substance as defined in applicable federal laws on drug abuse prevention. Any employee who violates any of these prohibitions will be subject to disciplinary action up to and including termination. Use of alcohol or other drugs before, during or after work may affect your performance on the job. Poor job performance, regardless of the cause, may lead to discipline up to and including discharge.

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OAKWOOD UNIVERSITY



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Workplace**

◆ **God First** ◆

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