

## Drug-Free Workplace

Frostburg State University, as an employer, strives to maintain a workplace free from the illegal use, possession, or distribution of controlled substances (as defined pursuant to Controlled Substance Act, 21 U.S.C. Section 801, et seq.). The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited on the State's and/or University's owned or utilized premises and violation of this policy will result in discipline up to and including termination from employment. As a condition of employment, employees must abide by the terms of this policy and must notify their supervisor of any criminal drug conviction no later than five (5) days after such conviction.

For further information on Frostburg State University's procedures in regard to a Drug-Free Workplace refer to Board of Regents (BOR) Policy VII – 1.10 University of Maryland System Policy on a Drug-Free Workplace and the Governor's Executive Order on a Drug-Free Workplace (01.01.1991.16).

### Administration of the Policy

The Office of Human Resources (OHR) is designated as administrator of the policy and corresponding procedures and all questions should be referred to that office.

Agreements negotiated by Memorandum of Understanding (MOU) or recognized bargaining units will supersede, if so specifically written, portions of this procedure.

### References

Board of Regents (BOR) Policy VII – 1.10 University of Maryland System Policy on a Drug-Free Workplace  
Governor's Executive Order on a Drug-Free Workplace.  
FSU Employee Handbook, Page 6

*All policies are available on:*

*FSU Web Page*

*USM Web Page*

March 2005