



TOWN OF NORTH ATTLEBOROUGH **DRUG FREE WORKPLACE ACT**

Compliance Requirement:

All grantees receiving grants, including cooperative agreements, from any FEDERAL agency must certify that they will provide a drug-free workplace, or in the case of a grantee, who is an individual, certify to the agency that his or her conduct of grant activity will be drug-free. Making the required certification has been a precondition of receiving a grant from a Federal agency since March 18, 1989. Every grantee, except a State or State agency, is required to make this certification for each grant. A State or a State agency may elect to make a single annual certification to each Federal Agency from which it obtains grants if the Federal Agency has designated a central location for submission.

The grantee certifies that it will provide a drug-free workplace by:

- a. Publishing a policy statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace.
- b. Establishing an on-going drug-free awareness program to inform employees about available drug counseling, rehabilitation and employee assistance programs and penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a) and as a condition of employment under the grant, the employee will abide by the terms of the agreement and notify the employer in writing of any criminal drug statute conviction no later than five calendar days after such conviction.

Notifying the agency in writing within ten calendar days after receiving notice from an employee or otherwise receiving actual notice of such conviction.

Taking one of the following actions, within 30 calendar days of receiving notice with respect to any employee who is so convicted:

- a. Personnel action against such an employee, up to and including terminations; or
- b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehab program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency.