



STATEMENT OF A DRUG-FREE WORKPLACE

This Statement is provided pursuant to the
Drug-free Workplace Act of 1988

The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited on the premises of the Salem Housing Authority (any and all locations). Appropriate disciplinary actions, which may include termination, will be taken against the Salem Housing Authority employee for violations of this prohibition.

“Controlled substance” for purposes of this Statement means a controlled substance listed in schedules 1 through V of Section 202 of the Controlled Substance Act (21 U.S.C. Section 812), and as further defined by federal regulations. (21 U.S.C. Sections 1300.11 through .15). This list includes, but is not limited to, marijuana, heroin, PCP, cocaine and amphetamines.

A condition of employment for work under grant received by the Salem Housing Authority from any federal agency is that each employee directly engaged in the performance of work funded by such a grant will:

1. Abide by the terms of this statement, and
2. Notify the Salem Housing Authority of his or her criminal drug statute conviction for any violation occurring in the workplace of the Salem Housing Authority no later than 5 days after such a conviction.
 - a. “Conviction” means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violation of the Federal or State (including the District of Columbia) criminal drug statutes.
 - b. “Criminal drug statute” means a criminal statute involving manufacture, distribution, dispensation, use or possession of any controlled substance.

A sanction will be imposed on any employee so convicted. Within 30 days after receiving notice of the first conviction for use of a controlled substance:

Attachment #2

The employee will receive a verbal reprimand and the employee will be ordered to enter into a drug treatment program, if necessary. The treatment plan selected will be approved and monitored by the Executive Director.

Within 30 days after receiving notice of the second conviction for use of a controlled substance:

The employee will receive a written reprimand and will be required to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purpose by a Federal, State, or local health, law enforcement or other appropriate agency. The treatment plan selected will be approved and monitored by the Executive Director.

Within 30 days after receiving notice of the third conviction for use of a controlled substance:

The employee will be terminated.

A sanction will be imposed on any employee convicted of the manufacture, distribution, dispensation or possession of any controlled substance. Within 30 days after receiving notice of the first conviction:

The employee will be terminated.

This notice supplements, and does not replace, personnel rules applicable to all employees of the Salem Housing Authority.

A copy of this statement was received by _____

on this _____ day of _____, 20__.

Signature of Employee

Public and Private Drug Counseling, Rehabilitation
and Employee Assistance Programs

Alcoholics Anonymous (AA) 617-426-9444
12 Channel Street, Suite 604
Boston, MA 02210

Drug/Alcohol 24-hr Hotline 1-800-ALCOHOL
1-800-252-6465

Adcare Hospital of Worcester, Inc. 508-799-9000
107 Lincoln Street
Worcester, MA 01605

Bay Ridge Hospital 781-599-9200
60 Granite Street
Lynn, MA 01904

Center for Addictive Behaviors, Inc. 978-745-8890
27 Congress Street, Suite 105
Salem, MA

Project RAP, Inc. 978-921-1292
131 Rantoul Street
Beverly, MA

North Shore Medical Center
(Salem Hospital) 978-741-1200
81 Highland Avenue
Salem, MA