

The County of Sullivan Drug-Free Workplace Policy:

(a.)The County affirmatively states that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace. Employees who violate this prohibition shall be subject to discipline in accordance with relevant provisions of the Civil Service Law, the Collective Bargaining Agreement covering the person's employment, or such other personnel policies as may relate to the individual's employment.

(b.)The County shall establish and maintain on an ongoing basis a drug-free awareness program which shall inform employees about;

1. The dangers of drug abuse in the workplace, and
2. The County's Policy of maintaining a drug-free workplace, and
3. The availability of drug counseling, drug rehabilitation and the Employee Assistance Program, and
4. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

(c.)The County shall require that every employee that is engaged in the performance of a grant be provided with a copy of the drug-free workplace Statement contained in section (a) above.

(d.)The County shall require that every employee that is engaged in the performance of a grant shall be notified that as a condition of employment under the grant that the employee will;

(1.)Comply with the Drug-Free Workplace Statement contained in section (a) above, and

(2.)Notify the County in writing of his/her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

(e.)The County shall notify the federal agency funding the grant, within ten calendar days after receiving a notice from an employee pursuant to section (d)(2) above or within ten calendar days of receiving actual notice of an employee's conviction. The County will provide the notice to every grant official or designee of the federal agency on whose grant activity the convicted employee was working. The notice shall include identification numbers of the affected grants.

(f.)The County shall, within thirty calendar days of receiving notice from an employee pursuant to section (d)(2) above, with respect to the employee who was convicted of a criminal drug crime take one of the following actions:

1.Take appropriate civil service action against the employee which may conclude with the termination of the employee, if warranted, or

2.Require the employee to participate in an approved drug abuse assistance program or drug rehabilitation program from which the employee is satisfactorily discharged.

(g.)The County shall make a good faith effort to maintain a drug-free workplace and shall use its best efforts to ensure compliance with this Policy.

(h.)The definitions contained in 7 CFR§3017.605 shall apply to this Policy.”