

UNIVERSITY OF HARTFORD

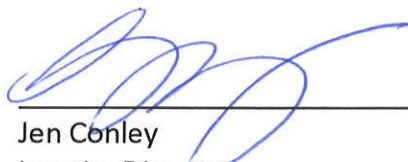
DRUG-FREE AND ALCOHOL-FREE WORKPLACE POLICY STATEMENT

The University of Hartford fosters health and safety as fundamental to an effective workplace environment. Individuals who use, possess, or sell illegal drugs or alcohol pose a serious health and safety risk not only to themselves but to the wellness of others on campus.

The federal government has joined in its concern over the use of illegal drugs by issuing the Drug-free Workplace Act of 1988 and the Federal Drug-Free Schools and Communities Amendments of 1989. The use, possession, manufacture, purchase, distribution, sale or transfer of illegal drugs or controlled substances (other than prescription medications used in accordance with the prescriber's instructions) is a violation of the law and individuals found in non-compliance are subject to criminal prosecution. Under the Act, any person convicted of a drug offense in the workplace must notify the University within five days.

The University can sanction neither the abuse of alcoholic beverages by any person nor the use of alcoholic beverages by those who are under age according to applicable State of Connecticut Code. In addition, disciplinary action, up to and including termination of employment, will be taken for the use, manufacture, distribution, sale, possession or transfer of illegal drugs or alcohol while at work or on campus premises. Therefore, it is our policy to have employees at work drug-free and not under the influence of alcohol.

The University encourages the use of the Employee Assistance Program (1-800-676-HELP), administered by The Lexington Group, Inc. This service ensures confidentiality in its counseling and referrals. It is one way of helping employees and family members residing in the employee's household with problems associated with the use of illegal drugs and alcohol. Early intervention can prevent potential problems from developing and interfering with work and life.



Jen Conley

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Interim Director

Human Resources Development