



## **Notre Dame AmeriCorps Drug Free Policy**

As a grantee under the Federal Government, Notre Dame AmeriCorps is a drug and alcohol free program as outlined in the Drug Free Workplace Act of 1988. We are committed to protecting the safety, health and well being of our members, youth, and community partners we work with. We recognize that abuse of alcohol and other drugs compromises this dedication.

The use of alcohol, tobacco, or illegal drugs is prohibited during service hours, while in AmeriCorps gear, and while at service sites. The use, possession, transfer or sale of illegal drugs or controlled substances by members is also prohibited.

Disregard for this policy may result in disciplinary actions up to, and including, referral for assistance and/or termination. If an AmeriCorps member is convicted for possession of a controlled substance, they must be suspended without a living allowance and without receiving credit for hours missed. If convicted of a first offense, the member may resume service at the discretion of the program by enrolling in an approved drug rehabilitation program. If convicted of a second or third offense, the member may resume service at the discretion of the program only upon successfully completing a rehabilitation program.

### **What is the Drug Free Workplace Act?**

The Drug Free Workplace Act outlined in our grant provisions and the Corporation regulations as set forth in 45 C.F.R. requires programs to give notice about the Act to your employees and members and to conduct a drug free awareness program.

1. Publish and give a policy statement
2. Establish a drug-free awareness program
3. Impose a penalty on—or require satisfactory participation in a drug abuse assistance
4. Make an ongoing, good faith effort to maintain a drug-free workplace by meeting the requirements of the Act.

Note: A contractor or grantee who fails to comply with these requirements is subject to certain penalties.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_