



INTEROFFICE MEMORANDUM
MISSOURI UNIVERSITY OF SCIENCE AND TECHNOLOGY
Office of the Chancellor

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TO: Missouri S&T Faculty and Staff

FROM: John F. Carney III
Chancellor

DATE: January 1, 2011

RE: Drug Free Awareness Program

The University of Missouri Policy on Drug Abuse in the Workplace fulfills the requirements of the Federal Drug Free Workplace Act of 1988.

The following outline briefly summarizes the Drug Free Awareness Program for the campus:

- Dissemination of the policy to current employees is accomplished by Human Resource Services, Affirmative Action, Diversity and Inclusion (HRSAADI) posting the policy on its web page, campus bulletin boards, and including it in the new employee orientation program.

Educational programs about the dangers of drug use will be the joint responsibility of Counseling, Disability Support, and Student Wellness and HRSAADI.

- Programs which address the unlawful use of controlled substances and resulting personnel actions shall be the responsibility of HRSAADI.
- Referrals for drug counseling and rehabilitation, both supervisory and self-referral, shall be made to Counseling, Disability Support, and Student Wellness.
- Each University employee engaged in the performance of work supported by a Federal grant or contract shall be personally identified and served a copy of the University Policy by the principal investigator with the assistance of the Office of Sponsored Programs.
- The administrative notification and reporting to Federal agencies as required by University Policy and Federal Statutes shall be the responsibility of the Office of Sponsored Programs.

Copies of all material regarding the University Policy, Federal regulations, and the Campus Drug Free Awareness Program are available from the Office of Sponsored Programs.

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