Information

Drug-Free Workplace

Effective

May 1, 1992

Number

PER-1.15

Applicability

This policy applies to University Administrators, Faculty, Staff, and Students.

Administrative Authority

Vice President for Human Resources

Responsible Unit

Human Resources

Miller Information Technology Center Rm 02C

2315 South First Street Walk

Louisville, KY 40292

Phone: 502-852-6258
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History

Revision Date(s): December 14, 2021 (minor edits); August 24, 2022 (minor edit); April 1, 2026 (minor revision)
Reviewed Date(s): March 8, 2016

Categories

Statement:

The unlawful manufacture, distribution, dispensation, possession, or use of controlled substances is prohibited in and on any property owned or controlled by the university. (University's Drug Free Policy Statement)

Any university employee determined to have violated this policy is guilty of misconduct subject to disciplinary action up to and including termination, under procedures of The Redbook or PER-5.01, Discipline.

In order to comply with federal law, the university requires that an employee notify the Vice President for Human Resources of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.

Related Information:

University's Drug Free Policy Statement

The Redbook

PER-5.01, Discipline

Controlled Substances Act (21 U.S.C. 812)

HR Criminal Drug Offense Reporting (DOC)

Definitions:

1. **Conviction:** 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 violations of federal or state criminal drug statutes.
2. **Criminal drug statute:** Any criminal statute involving manufacture, distribution, dispensation, possession, or use of a controlled substance.
3. **Controlled substance:** A controlled substance defined in schedules I through V of section 202 of the Controlled Substances Act (21 U.S.C. 812). Possession of a controlled substance pursuant to a valid prescription or other use allowed by law is not unlawful.
4.

Forms/Online Processes:

Process for HR Criminal Drug Offense Reporting (DOC) for compliance with 29 CFR 89.635.