

Office of Human Resources

## **CERTIFICATION AND DECLARATION**

### **DRUG FREE WORKPLACE ACT EMPLOYEE INFORMATION GUIDE-BROCHURE (DRUG-FREE SCHOOLS AND CAMPUSES)**

I have been provided a written copy of the Drug Free Workplace Act and an Employee Information Guide-Brochure (Drug-Free Schools and Campuses) upon my employment at Grambling State University.

I declare that I will abide by the policy and requirements stipulated in these two (2) documents and that I am aware that the policy forbids the unlawful manufacture, possession, use or distribution of illicit drugs and alcohol by employees.

My signature below also certifies that it is my responsibility to report to the Department of Human Resources any criminal convictions(s) for drug related activity no later than five (5) days after a conviction.

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Employee Signature

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Date