

Drug-Free Workplace Act of 1998

The Federal Government enacted the Drug-Free Workplace Act of 1988 which applies to "grantees" of Federal funding and "contractors" that provide products or services for grantees. Public Housing Authorities are "grantees" under the law since we are recipients of Federal funding. This law requires Housing Authorities to establish some definite steps in order to make a "Good Faith Effort" in maintaining a drug-free workplace in order to be considered a "responsible source" and eligible to receive Federal funding. The law mandates that grantees adopt policy statements prohibiting unlawful controlled substances, their use, possession, manufacture, distribution, or sale, and requiring the notification of federal authorities of any employee convictions for illegal drug offenses in the workplace. Illegal drugs in the workplace are a danger to us all. They impair your safety and health, promote crime, lower productivity, and undermine public confidence in the tasks we accomplish. We will not tolerate the illegal use of drugs at TMHA, and now by law, we cannot.

We have determined this contract is subject to the Drug-Free Workplace Act. In order to be determined to be a "responsible contractor" and eligible for contracting with TMHA, you are required to comply with the following:

You and all sub-contractors, if any, must publish a policy statement absolutely prohibiting the illegal presence of controlled substances in all your covered workplaces, that is anywhere covered work is being done, either on your premises or elsewhere. The statement must prohibit the unlawful manufacturing, distributing, processing or using of controlled substances in the workplace. Your policy must include the penalties that would be imposed on employees for violating the policy, and that employees convicted of violations of criminal drug statutes in the workplace must report each conviction to you within five (5) days of the conviction. Conviction as used herein also includes pleas of guilty or nolo contendere.

You and all sub-contractors, if any, must establish a drug free awareness program to inform employees about the dangers of drugs in the workplace and any counseling or assistance programs available.

You and all sub-contractors, if any, must provide each covered employee a copy of your policy statement.

You and all sub-contractors, if any, are required to ensure employee compliance with the rules of the Drug-Free Workplace Act, making it a condition of employment.

You and all sub-contractors, if any, once you learn of an employee being convicted of a criminal drug statute in the workplace, must inform TMHA of it within 10 days. In addition, within 30 days of when you learn of the conviction, you are required to take appropriate disciplinary action against the worker, up to and including termination, or if appropriate, require the employee to satisfactorily participate in an approved rehabilitative drug abuse assistance program. You must make TMHA aware of the appropriate action taken so we can document you are a responsible contractor under the Act.

All contractors or sub-contractors, if any, which violate the Drug-Free Workplace Act are subject to termination of the contract, and may be subject to disbarment of participation in future Federal contracts.

CERTIFICATION

I, _____, certify that I am the _____ of
(Name) (Title)

_____, that if accepted as a contractor to do business for
(Name of Business)

Trumbull Metropolitan Housing Authority, we will comply with the Drug-Free Workplace Act.

By _____ Date _____