

DRUG AND ALCOHOL TESTING PROGRAM NOTICE TO EMPLOYEES

Employees governed by the Drug and Alcohol testing policy are hereby notified they are subject to Central Rivers AEA's drug and alcohol testing program for reasonable suspicion drug and alcohol testing as outlined in the Drug and Alcohol Testing Administrative Regulations and Procedures, its supporting documents and the law.

It is the responsibility of the Chief Administrator to inform employees of the drug and alcohol testing program requirements. Employees with questions regarding the drug and alcohol testing requirements will contact the AEA Director of Human Resources.

Employees governed by the drug and alcohol testing policy are further notified that employees violating this policy, its supporting documents or the law may be subject to discipline up to and including termination.

Employees governed by the drug and alcohol testing policy are further notified it is a condition of their continued employment to comply with the Drug and Alcohol Testing Program policy, its supporting documents and the law. Drug and alcohol testing records about an employee are confidential and are released in accordance with this policy, its supporting documents or the law.