

**Drug-Free Workplace Policy Notice To Employees
BU-PP 030A**

The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance or other mind-altering substance is prohibited at Baylor University. A Baylor employee who violates this prohibition is subject to discipline by the University. Such discipline may include required participation in a drug rehabilitation program or separation from employment.

As a condition of employment under any federal grant or a federal contract exceeding \$100,000, the undersigned employee agrees to abide by the terms of this statement. The undersigned employee agrees to notify the University's Human Resource Services Office of any conviction against the undersigned employee for a criminal drug statute, which occurred in the workplace, within five (5) days after the conviction.

Place of Performance:

Signature _____ Date _____