


Name of Policy: Drug-free workplace Policy Number: 3364-25-104 Approving Officer: President Responsible Agent: Chief Human Resources Officer Scope: All University of Toledo campuses		 Effective date: January 19, 2024 Original effective date: February 9, 1999	
Keywords:			
	New policy		Minor/technical revision of existing policy
	Major revision of existing policy	X	Reaffirmation of existing policy

Policy statement

- (A) The university of Toledo will implement and enforce the laws of the state of Ohio, and the federal highway administration – United States department of transportation, pertinent to the Omnibus Transportation Employee Testing Act of 1991 (see February 15 Fed. Reg., page 7340), and Controlled Substances and Alcohol Use and Testing (49 C.F.R., part 382). The university will ensure that all alcohol or controlled substances testing complies with the procedures set forth in those titles.

- (B) The university will implement and enforce the provisions of the Drug-Free Workplace Act of 1988 and the Drug Free Schools Act. This policy is applicable to all employees and working environments. Violations of drug-free workplace provisions will subject employees to university discipline procedures. The university hereby notifies all employees that illegal possession of a controlled substance is prohibited in the workplace. Controlled substances may include prescription medication. The workplace encompasses all university facilities. Violation of such prohibition will result in official university disciplinary action.

- (C) On the basis of its established policies and procedures, the university will certify to funding agencies that the institution will provide a drug-free workplace.
- (D) Programs are designed to prevent accidents and injuries resulting from the misuse of alcohol or use of controlled substances by all university employees, including drivers required to maintain a commercial driver's license. Effective programs will be facilitated by the office of human resources to include comprehensive programs, guidelines, and procedures designed to assure compliance with the above stated laws and any substantially equivalent federal, state, and/or local laws enacted subsequent to the adoption of this policy.
- (E) The chief human resources officer shall be responsible for implementation of this policy and shall publish procedures for said implementation.

<p>Approved by:</p> <p><i>/s/</i></p> <hr/> <p>Gregory Postel, MD President</p> <p>Date: January 19, 2024</p> <p>Review/revision completed by:</p> <ul style="list-style-type: none"> • <i>Chief Human Resources Officer</i> • <i>Senior Leadership Team</i> 	<p>Policies superseded by this policy:</p> <ul style="list-style-type: none"> • <i>None</i> <p>Original effective date: <i>January 1, 2008</i></p> <p>Review/revision date: <i>March 16, 2010</i> <i>September 13, 2013</i> <i>April 2, 2014</i> <i>June 26, 2014</i> <i>September 25, 2017</i> <i>October 28, 2020</i> <i>January 19, 2024</i></p> <p>Next review date: <i>January 19, 2026</i></p>
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