

CLARK
UNIVERSITY



Drug-Free Workplace Policy

Pursuant to the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act of 1989, as a recipient of federal funds, Clark University is required to adopt a policy with specific provisions that prohibit the unlawful cultivation, manufacture, dispensation, distribution, possession, use, and/or sale of illicit drugs¹ and alcohol in the workplace.

Accordingly, Clark has adopted the following policy for all segments of the University.

- Faculty and staff are expected and required to report to work on time and in mental and physical condition for work. It is our intent and obligation to provide a drug and alcohol free, healthful, safe, and secure work environment.
- The unlawful manufacture, distribution, dispensation, possession, or use of illicit drugs, marijuana, or alcohol on Clark premises or while conducting Clark business off premises is absolutely prohibited. As a condition of employment, every Clark employee must abide by this policy. Violations of this policy will result in disciplinary action, up to and including termination, and may have legal consequences.
- Employees must, as a condition of employment, report any conviction under a criminal drug statute for violations occurring on or off Clark premises while conducting Clark business. A report of a conviction must be made within five (5) days after the conviction to the Office of Human Resources. Clark has ten (10) days to notify the government contracting officer that a conviction has occurred and thirty (30) days from the time of the conviction to impose sanctions or remedial measures.

¹ Even though the recreational and medical use of marijuana by residents who are 21 years or older is legal under Massachusetts law, marijuana is still illegal under federal law, and Clark must comply with the federal laws stated above. Therefore, the use, cultivation, distribution, and possession of marijuana is not permitted on the Clark campus. Employees and students are also not permitted to be on campus while under the influence of marijuana.

- Clark recognizes drug and alcohol dependency as an illness and a major concern. Clark also recognizes drug and alcohol abuse as a potential health, safety, and security problem.
- Employees needing help in dealing with such problems, and/or needing drug and alcohol counseling and rehabilitation, are encouraged to use the resources available through Clark's Employee Assistance Program (EAP). Clark urges anyone who needs assistance to seek it. The EAP is private and confidential, and available to all faculty and staff and their families. Additional information about the EAP is available at the link below and in the Office of Human Resources.

<https://www.clarku.edu/human-resources/total-rewards/work-life-resources/>