34.02.01.E1 Drug and Alcohol Abuse

Approved August 29, 2003
Revised April 25, 2012
Next Scheduled Review: April 25, 2015

Supplements System Policy 34.02 and 34.03, System Regulation 34.02.01

Rule Statement
The Texas Engineering Experiment Station (TEES) is committed to providing its employees a drug and alcohol free workplace in accordance with System Policy 34.02 Drug and Alcohol Abuse, System Policy 34.03 Alcoholic Beverages, and System Regulation 34.02.01 Drug and Alcohol Abuse and Rehabilitation Programs.

Reason for Rule
This rule is required by System Regulation 34.02.01.

1. PROHIBITION

1.1 In accordance with Federal, State and Texas A&M University System Regulation, TEES prohibits the unlawful manufacture, distribution, possession or use of illicit drugs or alcohol on property under the control of TEES and/or while on official duty and/or as part of any associated activities.

1.2 The purchase, consumption and possession of alcoholic beverages in facilities under the control of TEES shall comply with state law and System Policy 34.02 and 34.03.

1.3 Failure to comply with this rule may result in disciplinary action, up to and including termination.

2. RESPONSIBILITY

2.1 It is the responsibility of the employee to be aware of the regulations governing alcohol and illicit drug use as they relate to the work environment.

2.2 Employees shall disclose use of a prescribed or over-the-counter medication that could adversely affect job performance.

2.3 An employee must disclose to their employing division any drug related arrest or conviction.
3. TESTING

Employees are subject to testing for drugs and/or alcohol in accordance with Federal and State law and System Regulation 34.02.01.

4. EMPLOYEE ASSISTANCE

Resources are available to employees from a variety of sources. Employees may contact the office of TEES Personnel Services for aid in locating needed assistance.

5. EDUCATION

Required information and material as outlined in System Policy 34.02, is distributed to employees initially through new employee orientation and annually thereafter in accordance with System Regulation 34.02.01.

Related Statues, Policies, or Requirements
Policy 34.02, Drug and Alcohol Abuse
Policy 34.03, Alcoholic Beverages
Regulation 34.02.01, Drug and Alcohol Abuse and Rehabilitation Programs
TEES SAP 34.02.01.E1.01, Drug and Alcohol Abuse

Contact Office
Personnel Services
(979) 458-7696