



Office of Human Resources

TO: BCC Employees

FROM: Melissa Loiodice, Director of Human Resources

SUBJECT: **DRUG AND ALCOHOL POLICY**

The 1989 amendments to the “Drug Free Schools and Campuses Act” requires that, “as a condition of receiving funds or any other form of financial assistance under any federal program, an institution of higher education must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees.” Therefore, I have attached this policy statement for your review.

Please read this statement carefully in order to become more fully aware of your rights and responsibilities as an employee regarding these issues.

We are interested in receiving an acknowledgement of your receipt of Berkshire Community College’s Drug & Alcohol Policy. Please indicate this by signing below and returning this sheet to the Office of Human Resources for inclusion in your personnel file.

Thank you.

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I acknowledge my receipt of the DRUG & ALCOHOL POLICY.

Employee’s Signature

Date

Berkshire Community College is an affirmative action/equal opportunity institution and does not discriminate on basis of race, creed, religion, color, gender, gender identity, sexual orientation, age, disability, genetic information, maternity leave, military service, and national origin in its education programs or employment.



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