

OFFICE OF THE SECRETARY
CORRESPONDENCE CONTROL TICKET

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HR
NRR

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AFFILIATION: MO

ADDRESSEE: ANNETTE VIETTI-COOK

SUBJECT: DRUG-FREE WORKPLACE--STATE OF MISSOURI

ACTION: Appropriate

DISTRIBUTION:

LETTER DATE: 09/15/2000

ACKNOWLEDGED No

SPECIAL HANDLING:

NOTES:

FILE LOCATION: ADAMS

DATE DUE:

DATE SIGNED:

Mel Carnahan
Governor



H. Lee Capps
Director

State of Missouri
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Richard A. Hanson
Commissioner

September 15, 2000

Office of the Secretary
Nuclear Regulatory Commission
One White Flint North
11555 Rockville Pike
Rockville, MD 20852-2738

Dear Secretary:

In compliance with the Drug-Free Workplace Act of 1988 and with government-wide rules relating to this law, the State of Missouri has elected to submit an annual drug-free certificate to the United States Nuclear Regulatory Commission. We wish to be alert to ways in which we might comply in the most efficient and effective manner. If there are suggestions you might make, we would be anxious to receive them.

This certificate, signed by Governor Mel Carnahan, is attached. Copies of this certificate are being furnished to each Missouri State Department that is a contractor or grantee of the Nuclear Regulatory Commission.

Questions about the state's certifications may be directed to Resa Siedhoff, Office of Administration, Division of Personnel, P.O. Box 388, Jefferson City, MO 65102 or telephone number (573) 751-3053.

Sincerely,

A handwritten signature in cursive script that reads "Resa Siedhoff".

Resa Siedhoff
Assistant to the Director
Division of Personnel

Enclosure

c: Mary Hoskins, Missouri Department of Health

CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENTS

This certification is being made in compliance with the Drug-Free Workplace Act of 1988.

- A. The State of Missouri certifies that it will or will continue to provide a drug-free workplace by:
- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 - (b) Establishing an ongoing drug-free awareness program to inform employees about --
 - (1) the dangers of drug abuse in the workplace;
 - (2) the grantee's policy of maintaining a drug-free workplace;
 - (3) any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) the penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
 - (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
 - (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will --
 - (1) abide by the terms of the statement; and
 - (2) notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
 - (e) Notifying the agency in writing within ten calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
 - (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted --

- (1) taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. Place of Performance: This statewide certification will apply to any of the state's executive branch departments and all of the divisions and locations within these departments throughout the State of Missouri. The addresses of the offices of each department director are attached. Specific site location will be provided, as needed, with grant applications.

This certificate is for the period from October 1, 2000 through September 30, 2001.

This assurance is given in connection with any and all financial assistance from the Nuclear Regulatory Commission after the date this form is signed. This includes payments after such date for financial assistance approved before such date. The applicant recognizes and agrees that any such assistance will be extended in reliance on the representations and agreements made in this assurance, and the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the applicant, its successors, transferees, and assignees, and on the authorized official, and is made in accordance with and to the extent of the authority of the undersigned.

State of Missouri:

9/15/00

Date



GOVERNOR

STATE OF MISSOURI

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