

MCNEESE STATE UNIVERSITY
POLICY AWARENESS ACKNOWLEDGMENT STATEMENT

Office of Risk Management / Loss Prevention / General Safety

The University continues to encourage the awareness and/or training to our employees on the following policies:

(Ctrl + Click each link to review the awareness to each Policy)

DRUG-FREE WORKPLACE / ALCOHOL AND DRUG POLICY
http://www.mcneese.edu/policy/alcohol_and_other_drug_policy

DIVERSITY AWARENESS / PREVENTING SEXUAL HARASSMENT
http://www.mcneese.edu/policy/diversity_awareness

VIOLENCE IN THE WORKPLACE
http://www.mcneese.edu/policy/violence_free_workplace_and_campus_violence_prev

HAZARD COMMUNICATION
<http://www.mcneese.edu/safetymanual/1.13.1>

CODE OF GOVERNMENT ETHICS
<http://ethics.la.gov/Pub/Laws/ethsum.pdf>

Drug-Free Workplace/ Alcohol and Drugs - The National Drug Control Strategy issued in September 1989 proposed that the Congress pass legislation requiring schools, colleges and universities to implement and enforce firm drug prevention and education programs as a condition of eligibility to receive federal financial assistance. On December 12, 1989, the President signed the Drug-Free Schools and Communities Act Amendments of 1989 which required that institutions of higher education implement a program to prevent the unlawful possession, use or distribution of illicit drugs and alcohol by its students and employees on school premises or as part of any of its activities. This law, in addition to the Drug-Free Work Place Act (Pub. L. No. 100-690, 5151-5160) which requires applicants for federally funded grants and contracts to certify that they will institute affirmative steps to prohibit the unlawful manufacture, distribution, possession, and use of controlled substances in the work place, establishes the legal requirements of McNeese State University's policy. (RS 49:1001 et seq and other relevant statute). Agency to offer Drug-Free Workplace awareness once every 5 years.

Preventing Sexual Harassment is set forth as a requirement in the Senate Concurrent Resolution 107, established in the 2012 regular session. Senate Resolution 107 requires each state agency to offer one hour of education and training on sexual harassment to each public servant on a yearly basis.

Violence in the Workplace - McNeese State University is committed to providing an environment for its faculty, staff, and students which is safe, secure, and respectful - an environment that is free from violence. Consequently, no form of intimidating, hostile, threatening, or violent behavior will be tolerated. This policy applies to all McNeese State University students, faculty, staff, contracted employees, and campus visitors.

Hazard Communication. The Hazard Communication Standard (HCS) requires chemical manufacturers, distributors, or importers to provide Safety Data Sheets (SDSs) (formerly known as Material Safety Data Sheets or MSDSs) to communicate the hazards of hazardous chemical products. As of June 1, 2015, the HCS will require new SDSs to be in a uniform format, and include the section numbers, the headings, and associated information. Employers must ensure that SDSs are readily accessible to employees. Detailed description of SDS can be viewed through the agency's Safety Manual.

Code of Governmental Ethics is to ensure the public confidence in the integrity of government, the independence and impartiality of elected officials and public employees, to ensure that governmental decisions and policy are made in the proper channel of the government structure and that public office and employment are not used for private gain. (R.S. 42:1170(3)(a))

Commencing on January 1, 2012, each public servant who was not required to complete education and training pursuant to Paragraph (1) or (2) of this Subsection shall receive a minimum of one hour of education and training on the Code of Governmental Ethics during each year of his public employment or term of office, as the case may be.

My signature below is to provide proper documentation to Human Resources that I have reviewed and have been made aware of these policies as listed above. I have read and will abide to these policies set forth by McNeese State University. I am also responsible for reading and adhering to all other written policies and procedures to maintain the continuous compliance to the University and to the Office of Risk Management.

http://www.mcneese.edu/policy/faculty_staff_handbooks

Signature

Print Name

Date

Department Employed

Your Classification / Circle One: Administrative, Faculty, Staff, or Student