MEMORANDUM

TO:

FROM:	OM: Michelle Brown Douglas	
	Director, Human Resource Services	
RE:	Receipt of Marshall University Drug-Fre Free School and Communities Policies	e Workplace and Drug-
employees a respect to the	ee Workplace Act of 1988 requires that e in outline of the duties and responsibiliti ne unlawful possession, use, or distributi ne Marshall University campus.	es of employees with
	all University is also a school the Drug-F s Act also applies.	ree Schools and
Please read the <u>Drug-Free Policy</u> information carefully.		
Your signature below acknowledges your receipt and a commitment to read this information. This signed document will remain in Human Resource Services.		
Thank you fo	or your cooperation.	
Signature		 Date

New Marshall University Employee

Please submit this completed form to Human Resource Services at 207 Old Main.