

Employer Instructions for Illinois CPC Product # 13703 “Statement On A Drug Free Workplace”

The Illinois Drug Free Workplace Act

No grantee or contractor shall receive a grant or be considered for the purposes of being awarded a contract for the procurement of any property or services from the state unless that grantee or contractor has certified to the granting or contracting agency that it will provide a drug free workplace. The criteria which the grantee or contractor, must adhere to is as follows:

- A statement must be published to meet the Illinois 30 ILCS 580/3 law requirement. This “*Statement of a Drug Free Workplace*” (CPC Product # 13703) **must be posted** in the workplace and **a copy must also be given to employees** engaged in the performance of the contract or grant.
- The employer must also establish a drug free awareness program to inform employees about:
 - ✓ The dangers of drug abuse in the workplace,
 - ✓ The grantee’s or contractor’s policy of maintaining a drug free workplace,
 - ✓ Any available drug counseling, rehabilitation, and employee assistance programs, and
 - ✓ The penalties that may be imposed upon employees for drug violations.