



# HUMAN RESOURCES

Georgia Building Authority / State Properties Commission / Georgia State Financing & Investment Commission

## Drug-Free Workplace Acknowledgement

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As an employee of the,

State Properties Commission    Georgia State Financing and Investment Commission    Georgia Building Authority

I hereby certify that I have been notified concerning the agency's policy to maintain a drug-free workplace. I understand that unlawful, controlled substances are prohibited, and a violation of this policy can result in disciplinary action up to and including termination of employment. I further understand that I must abide by the terms of this policy as a condition of employment and will notify my supervisor of any criminal drug arrest or conviction no later than five (5) days after such event occurs. I further realize that Federal law may mandate that my employer communicate conviction information to a Federal agency, and I hereby waive any and all claims that may arise from conveying this information to a Federal agency.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date