



Steven L. Beshear
Governor

PERSONNEL CABINET


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Nikki R. Jackson
Secretary

MEMORANDUM

PERSONNEL MEMO 10-15

TO: Cabinet Secretaries
Agency Heads
HR Administrators

FROM: Nikki R. Jackson, Secretary 

DATE: November 2, 2010

SUBJECT: Annual State Certification for Drug-Free Workplace Federal Grants
October 1, 2010 - September 30, 2011

Pursuant to current federal regulations, I must submit the state certification on behalf of all state agencies to the following:

- U.S. Department of Agriculture
- U.S. Department of Commerce
- U.S. Department of Defense
- U.S. Department of Education
- U.S. Department of Energy
- U.S. Department of Health and Human Services
- U.S. Department of Homeland Security
- U.S. Housing and Urban Development
- U.S. Department of the Interior
- U.S. Department of Justice
- U.S. Department of Labor
- U.S. Department of Transportation

For all other federal agencies, state agencies must submit a copy of the enclosed certification with each grant application.

Enclosed is your agency's copy of the Kentucky State Certification for Federal Grants under the provisions of the Drug-free Workplace Act for Federal Fiscal Year 2010. This certification will be valid from October 1, 2010 through September 30, 2011.

If you have any questions or concerns, please feel free to contact Sonja Cox at (502) 564-7430 or via e-mail at sonjal.cox@ky.gov.

Thank you for your continued cooperation.

NJ:sc

Attachments: Annual Certification for Drug-Free Workplace Federal Grants
Agency Federal Funding Source 2010

Kentucky State Government
Annual Multiple Agency Certification Regarding
Drug-Free Workplace Requirements
Federal Fiscal Year 2010
October 1, 2010-September 30, 2011

Pursuant to Executive Order 96-611 issued by the Governor of the Commonwealth of Kentucky on May 15, 1996, (attached as Appendix A) I, Nikki R. Jackson, Secretary, Personnel Cabinet, do hereby certify, on behalf of Kentucky State Government, that all of its agencies are in compliance with the Drug-Free Workplace Act of 1988, as implemented by "Government-Wide Requirements for Drug Free Workplace" which appeared in the Federal Register on May 25, 1990 and has:

- I. Published a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition (attached as Appendix B);
- II. Established an ongoing drug-free awareness program to inform employees about:
 - A. The dangers of drug abuse in the workplace;
 - B. The grantee's policy of maintaining a drug-free workplace;
 - C. Available drug counseling, rehabilitations, and employee assistance programs; and
 - D. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- III. Made 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 (I);
- IV. Notified each employee in the statement required by paragraph (I) that, as a condition of employment under the grant, the employee will:
 - A. Abide by the terms of the statement; and
 - B. 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;
- V. Established a policy which will notify the federal agency in writing, within ten calendar days after receiving notice under subparagraph (IV)(B) 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;
- VI. Established a policy which will take one of the following actions, within 30 calendar days of receiving notice under subparagraph (IV)(B), with respect to any employee who is convicted:
 - A. 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

B. 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; (See Appendix A);

VII. Made a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs I through VI.

Commonwealth of Kentucky, State Government

Organization Name

Nikki R. Jackson, Personnel Cabinet

Name and Title of Authorized Representative


Signature

November 2, 2010

Date

STATE AGENCY

FEDERAL FUNDING AGENCY

General Government Cabinet

Department of Agriculture

Office of Consumer and Environmental Protection

U.S. Department of Agriculture
Environmental Protection Agency
U.S. Department of Homeland Security
Department of Defense

Department of Military Affairs

U.S. Department of Defense
U.S. Department of Transportation
U.S. Department of Health & Human Services
U.S. Department of Homeland Security
U.S. Department of Justice

Department of Local Government

Community Development Block Grant
Appalachian Regional Commission
Recreation Trails Program
Land & Water Conservation Fund
Neighborhood Stabilization Program

Council on Postsecondary Education

U.S. Department of Education

Kentucky Commission on Human Rights

U.S. Department of Housing & Urban Development
Equal Employment Opportunity Commission

Kentucky Infrastructure Authority

U.S. Environmental Protection Agency

Kentucky Department of Veteran's Affairs

U.S. Department of Veteran's Affairs

Office of Homeland Security

U.S. Department of Homeland Security

State Board of Elections

U.S. Department of Health & Human Services
Administration for Children & Families
Administration on Developmental Disabilities
U.S. Election Assistance Commission

Secretary of State

U.S. Election Assistance Commission

Office of Attorney General

Medicaid Fraud & Abuse Control

U.S. Department of Health & Human Services.

Transportation Cabinet

Federal Highway Administration
Federal Transit Administration
Federal Aviation Administration
U.S. Department of Energy
Federal Emergency Management Agency
Federal Motor Carrier Safety Administration

Transportation Cabinet (cont.)

U.S. Department of Homeland Security
National Highway Traffic & Safety Administration
U.S. Department of Transportation
U.S. Department of Agriculture

Economic Development Cabinet

U.S. Department of Defense
U.S. Department of Energy

Finance & Administration Cabinet

Kentucky Higher Education Assistance Authority

U.S. Environmental Protection Agency

Commonwealth Office of Technology

U.S. Department of Education

Office of Geographic Information Systems

NASA
Environmental Protection Agency
Dept. of Commerce
Dept. of Interior

Office of the Controller

U.S. Department of the Interior
U.S. Department of Justice
U.S. Health & Human Services
U.S. Department of Agriculture

Tourism, Arts & Heritage Cabinet

Department of Fish and Wildlife

U.S. Department of the Interior
U.S. Fish and Wildlife Service
U.S. Department of Agriculture
U.S. Coast Guard
U.S. Army Corps of Engineers
U.S. Department of Energy
Tennessee Valley Authority

Kentucky Arts Council

National Endowment for the Arts

Kentucky Center for the Arts

National Endowment for the Arts
U.S. Department of Education

Kentucky Heritage Council

U.S. Department of the Interior
National Park Service

Kentucky Historical Society

National Endowment for the Arts
U.S. Department of Education

Education Cabinet

Department of Education

U.S. Department of Education
U.S. Department of Health & Human Services
U.S. Department of Agriculture
U.S. Department of Energy

Education Cabinet (cont.)

Educational Professional Standards Board

U.S. Department of Defense
Department of Workforce Investment

Kentucky Dept. of Libraries & Archives

Institute for Museum & Library Services
National Historic Publications & Records
Commission

Kentucky Educational Television (KET)

U.S. Department of Commerce (NITA/PTFP)

Department for Workforce Investment

Office of Career and Technical Education
Office for the Blind
Office for Vocational Rehabilitation
Office of Employment and Training

U.S. Department of Education
U.S. Department of Education-RSA
U.S. Department of Education-RSA
US. Department of Labor

Energy & Environment Cabinet

U.S. Environmental Protection Agency
U.S. Department of Interior
U.S. Department of Energy
U.S. Department of Defense
U.S. Department of Homeland Security
U. S. Department of Agriculture
U.S. Department of Transportation
U.S. Department of Labor

Labor Cabinet

U. S. Department of Labor

Public Protection Cabinet

U.S. Department of Justice
U.S. Department of Health & Family Services

Health and Family Services Cabinet

U.S. Department of Agriculture
U.S. Department of Health and Human Services
U.S. Department of Energy
U.S. Department of Education
Corporation for National and Community Services
U.S. Environmental Protection Agency
U.S. Department of Labor
Social Security Administration
U.S. Department of Justice
U. S. Department of Defense

Justice and Public Safety Cabinet

Office of the Secretary

U.S. Department of Justice

Department of Criminal Justice Training

U.S. Department of Justice-Governor's Highway
Safety Program
U.S. Department of Justice-Cold Case

Department of Corrections

U.S. Department of Education
U.S. Department of Health & Human Services
U.S. Department of Justice
Corporation for National & Community Service

Department of Public Advocacy

U.S. Department of Health and Human Services
U.S. Department of Education
U.S. Department of Labor
Social Security Administration
U.S. Department of Justice

Department of Juvenile Justice

U.S. Department of Justice
U.S. Department of Health and Human Services

Department of Juvenile Justice (cont.)

U.S. Department of Agriculture
U.S. Department of Education

Kentucky State Police

U.S. Department of Homeland Security
U.S. Department of Justice
U.S. Department of Transportation (NHTSA)
U.S. Department of Transportation (MCSAP)
U.S. Department of Health & Human Services
U.S. Office of National Drug Control Policy
U.S. Department of Commerce
U.S. Department of Treasury
U.S. Department of Education