



Steven L. Beshear
Governor

PERSONNEL CABINET

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Tim Longmeyer
Secretary

MEMORANDUM

PERSONNEL MEMO 12-41

TO: Cabinet Secretaries
Agency Heads
HR Administrators

FROM: Tim Longmeyer, Secretary *TML*

DATE: October 8, 2012

SUBJECT: Federal Drug-Free Workplace Requirements

Under the provisions of the Federal Drug-Free Workplace Regulations, state government must submit our Drug-Free Certification before October 30, 2012.

In order for us to be accurate in our certification, I am requesting that you review the attached listing for accuracy of your agency's federal funding sources. **Please make any corrections necessary and if there are no changes from the previous year, please indicate so and return by October 15, 2012 to:**

Joyce Wilcher
Office of the Secretary
Personnel Cabinet
501 High Street, 3rd Floor
Frankfort, Kentucky 40601

You will receive a copy of the 2012-2013 Drug Free Certifications on or before October 30, 2012.

Thank you for your cooperation in this matter.

TL:jw



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