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Steven L. Beshear
Governor

Tim Longmeyer
Secretary

PERSONNEL MEMO 12-45

TO: Cabinet Secretaries
Agency Heads
HR Administrators

FROM: Tim Longmeyer, Secretary TML

DATE: November 2, 2012

SUBJECT: Annual State Certification for Drug-Free Workplace Federal Grants
October 1, 2012 - September 30, 2013

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 2012. This certification will be valid from October 1, 2012 through September 30, 2013.

If you have any questions or concerns, please feel free to contact Joyce Wilcher at (502) 564-7430 or via e-mail at joyce.wilcher@ky.gov.

Thank you for your continued cooperation.

TL: jw

Attachments: Annual Certification for Drug-Free Workplace Federal Grants
Agency Federal Funding Source 2012

Kentucky State Government
Annual Multiple Agency Certification Regarding
Drug-Free Workplace Requirements
Federal Fiscal Year 2012
October 1, 2012 - September 30, 2013

Pursuant to Executive Order 96-611 issued by the Governor of the Commonwealth of Kentucky on May 15, 1996, (attached as Appendix A) I, Tim Longmeyer, 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

Tim Longmeyer- Personnel Cabinet
Name and Title of Authorized Representative

Tim Longmeyer
Signature

November 2, 2012
Date

STATE AGENCIES FEDERAL FUNDING SOURCES 2012
(As of October 30, 2012)

STATE AGENCY	FEDERAL FUNDING AGENCY
General Government Cabinet	
Department of Agriculture	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
Department of Criminal Investigations	U.S. Department of Justice
Transportation Cabinet	Federal Highway Administration* Federal Transit Administration Federal Aviation Administration U.S. Department of Energy

STATE AGENCIES FEDERAL FUNDING SOURCES 2012
(As of October 30, 2012)

	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 Federal Railroad Administration (*Includes ARRA & Federal Lands Highway)
Economic Development Cabinet	Small Business Association U.S. Treasury
Finance & Administration Cabinet	U.S. Environmental Protection Agency
Kentucky Higher Education Assistance Authority	U.S. Department of Education
Commonwealth Office of Technology	NASA Environmental Protection Agency Department of Commerce Department of Interior
Office of Geographic Information Systems	U.S. Department of the Interior U.S. Department of Justice
Office of the Controller	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 Department of Homeland Security
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 Transportation (FHWA) National Endowment for the Humanities and The Institute of Museum and Library Services
Education and Workforce Development Cabinet	

STATE AGENCIES FEDERAL FUNDING SOURCES 2012
(As of October 30, 2012)

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 and Workforce Development Cabinet (cont.)	
Educational Professional Standards Board	U.S. Department of Defense U.S. Department of Education
Kentucky Department for Libraries & Archives	Institute for Museum & Library Services U.S. Department of Commerce (NTIA/BTOP) National Historic Publications & Records Commission
Kentucky Educational Television (KET)	U.S. Department of Commerce (NITA/PTFP)
Department of Workforce Investment	
Office of Career and Technical Education	U.S. Department of Education
Office for the Blind	U.S. Department of Education-RSA
Office of Vocational Rehabilitation	U.S. Department of Education-RSA
Office of Employment and Training	U.S. 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 U.S. Department of Health and Human Services
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

STATE AGENCIES FEDERAL FUNDING SOURCES 2012
(As of October 30, 2012)

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-Violence Against Women Act Grant
Department of Corrections	U.S. Department of Education U.S. Department of Health & Human Services U.S. Department of Justice
Department of Public Advocacy	U.S. Department of Health and Human Services U.S. Department of Education 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 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