STATEMENT OF POLICY FOR A DRUG-FREE WORKPLACE
NAZARENE BIBLE COLLEGE

EMPLOYEE

It is the policy of Nazarene Bible College to prohibit the possession, use, manufacture or distribution of tobacco, alcohol, cannabis, illegal drugs, or other controlled substances, as defined by federal law, as part of any college activity. Penalties for violations will be enforced as follows:

1. A violation of the policy, as stated above, may result in suspension from responsibilities without pay for a period commensurate with the seriousness of the violations, and evidence of enrollment in an appropriate counseling or rehabilitation program will be a requirement for reinstatement.

   Information on counseling and/or rehabilitation resources will be available from the Human Resources Director.

2. A second offense will result in immediate dismissal.

If local, state, or federal laws have been broken during college activities, the college will also notify appropriate law enforcement agencies. Illegal possession or use of drugs or alcohol may result in criminal prosecution.

It is required by Federal law that any employee convicted of drug violation must inform the Personnel Office within five working days after such conviction. Any employee violating this is subject to disciplinary action, up to and including termination.

Any employee attempting to sell any form of controlled substances, when properly verified, will be dismissed without further notice.

STUDENT

Nazarene Bible College will adhere to policies and practices provided in the most recent Student Handbook Student Conduct section (https://www.nbc.edu/handbook/index.php).

Complete Revision June 2016
Revision July 2016 replaced word “may” with “will” – pg 1; para 2 and 5
Revision August 2020 removed “Students” and “Standard of Conduct” sections and changed references to the campus to “either NBC location”
Revision May 2025 changed references to NBC locations.