

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, on the Campus or 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 on campus or 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 on the campus (not otherwise known to the College) 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 on or near the campus, when properly verified, will be dismissed without further notice.

**STUDENTS**

It is the policy of Nazarene Bible College to prohibit the possession, use, manufacture or distribution of tobacco, alcohol, illegal drugs or other controlled substances, as defined by federal law, on the Campus or as part of any College activity.

Any violation of this statement will be dealt with by the Office of the Vice President for Enrollment Management and will be subject to disciplinary action, up to and including suspension from the College. Evidence of successful completion of a rehabilitation program will be a requirement for reinstatement.

If local, state, or federal laws have been broken on campus or 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.

Nazarene Bible College, by Federal law, is required to notify the source of financial aid at the time the violation is reported. A conviction of the violation of this law must be reported with ten days of the conviction.

## **CONFERENCE SERVICES**

### **STANDARD OF CONDUCT POLICY**

Nazarene Bible College (NBC), an agency of the Church of the Nazarene, adheres to the “Articles of Faith” and “The Covenant of Christian Conduct” as found in the current edition of the Manual of the Church of the Nazarene. Persons seeking to use NBC’s campus facilities are expected to understand, respect, and abide by the Church’s faith and conduct guidelines. In particular, the college expects persons using its facilities to refrain from the use of all tobacco products, the use of alcoholic beverages, and the use of hallucinatory drugs (including medical or recreational cannabis). Also in keeping with the Church’s Manual, dancing other than cultural dancing is not permitted on NBC’s campus.

#### Procedure:

An authorized representative of any organization or group desiring to use the facilities of Nazarene Bible College is required to sign a statement assuring the college that members of their group will not use controlled substances of any kind on campus during the period of the Camp, Conference or Event.

Any person violating this agreement will be asked to leave the campus without delay. Law enforcement agencies will be notified of any verified attempt to sell controlled substances on campus.