



DRUG AND ALCOHOL POLICY – Non DOT Acknowledgement Form

I acknowledge receipt of the City's Drug and Alcohol Policy – Non DOT.

I understand that I am responsible for reading, understanding and complying with this policy and all standards of conduct referenced and contained in this document.

Date

Employee's Name (Printed)

Employee's Signature

Employee's Department

Instructions: This certificate should be signed and dated. A copy of this certificate should be forwarded to the Human Resources Department along with the completed New Hire paperwork packet and checklist.