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GOVERNOR
COMMANDER-IN-CHIEF

STATE OF MARYLAND
MILITARY DEPARTMENT
FIFTH REGIMENT ARMORY
BALTIMORE, MARYLAND 21201-2288

JAMES A. ADKINS
BRIGADIER GENERAL
THE ADJUTANT GENERAL

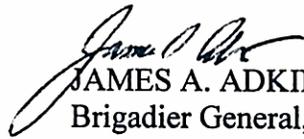
MDNG-AG

15 April 2010

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Substance Abuse Policy

1. Employees assigned to the Maryland Military Department must be ready to perform their duties and responsibilities at all times. Drug and alcohol abuse impedes job accomplishment, undermines safety and hurts morale. Illegal drug and alcohol abuse is inconsistent with employment in the Maryland Military Department. My intent is to ensure a drug and alcohol free workplace that allows Maryland State employees to perform their duties and responsibilities safely and successfully.
2. Wrongful possession, distribution or consumption of controlled substances and/or alcohol or over the counter drugs that impairs the job performance of a Maryland Military Department employee is illegal and subject to disciplinary action under Executive Order 01.01.1991.16 and the Annotated Code of Maryland and the Maryland State Personnel and Pensions Article. A drug and alcohol free environment is fundamental to the efficiency and the effectiveness of the Maryland Military Department. We are committed to making good faith efforts to ensure a safe, secure, drug and alcohol free workplace for our employees, consistent with the Maryland law.
3. Directors, managers and supervisors are responsible for ensuring that all employees are aware of this policy and that it is enforced.


JAMES A. ADKINS
Brigadier General, MDARNG
The Adjutant General

Distribution:
All State Employees