

**EMPLOYEE STATEMENT OF RECEIPT OF
SUBSTANCE USE AND MISUSE POLICY**

I, _____, hereby acknowledge that I have received a copy of CAO Policy Memorandum No. 89 (R), dated November 15, 2022, entitled "Substance Use and Misuse."

Employee's Signature: _____ Date: _____

Department Use Only:

Department: _____

Organization Code: _____

Supervisor's Signature: _____ Date: _____

Attachment:

Policy Memorandum No. 89 (R), Substance Use and Misuse, November 15, 2022