



UNIVERSITY of HAWAI'I®  
SYSTEM

**OFFICIAL NOTICE TO EMPLOYEES AND STUDENTS  
REGARDING DRUG-FREE AND ALCOHOL-FREE  
WORKPLACE POLICIES**

**October 1, 2024**

This official notice is issued pursuant to the requirements of the Drug-Free Schools and Communities Act Amendments of 1989 and the Drug-Free Workplace Act of 1988.

**A. UNIVERSITY POLICY ON ILLEGAL DRUGS AND ALCOHOL ABUSE**

The University expects its employees and students to carry out their responsibilities free of intoxication by any illegal drugs or alcohol. Employees and students are not permitted to manufacture, distribute, possess, use, dispense or be under the influence of illegal drugs as prohibited by state and federal law, at University-sponsored or approved events or on University property or in buildings used by the University for education, research and recreational programs. The University expects lawful behavior by employees and students, during their presence on University premises and at University events. Within the constraints of its mission, the University encourages cooperation with law enforcement agencies in enforcing statutes regarding the use of illegal drugs.

The UH Executive Policy [EP 11.201](#) recognizes that substance abuse is a complex problem that is not easily resolved solely by personal effort and may require professional assistance and/or treatment. Employees and students with substance abuse problems are encouraged to take advantage of available diagnostic, referral, counseling and prevention services. The University has the Employee Assistance Program (EAP) where employees may receive confidential, short-term professional counseling services in accordance with the EAP plan. The University will not excuse misconduct by employees and students whose judgment is impaired due to substance abuse.

**Additional Requirements for Employees Engaged in Federal Contracts and Grants**

The Drug-Free Workplace Act of 1988 (Public Law 100-690, Title V, Subtitle D) requires that University employees directly engaged in the performance of work on a federal contract or grant shall abide by this policy as a condition of employment. In addition, such employees shall notify the University within five (5) days of any conviction for a criminal drug statute offense occurring in the workplace. The University is required to notify the federal agency within 10 days of receiving notice of such conviction. In accordance with [EP 11.201](#), the University shall take appropriate corrective action or require the employees to satisfactorily participate in a drug abuse or rehabilitation program.

## **B. THE UH SYSTEMWIDE STUDENT CONDUCT CODE**

Sanctions which may be imposed on violators of the alcohol and drug-related sections of the UH Student Conduct Code include disciplinary warning, probation, suspension, expulsion or rescission of grades or degree. The UH Student Conduct Code may be found in the UH Executive Policy, [EP 7.208](#). Individual UH campuses have detailed procedures on the implementation of the UH Student Conduct Code.

The code includes the following prohibitions:

“Use, possession, manufacturing, or distribution, or other unauthorized use of controlled substances or paraphernalia except as expressly permitted by law. Controlled substances include but are not limited to marijuana, methamphetamine, narcotics, and opioids.” UH Executive Policy, [EP 7.208](#), Part IV (B) (14)

“Use, possession, manufacturing, distribution, or being under the influence of alcoholic beverages (except as expressly permitted by UH System Policies, state or federal law), or public intoxication while on any UH premise or at any UH sponsored event or ancillary site. Alcoholic beverages may not, in any circumstance, be used, possessed, or distributed to any person under twenty-one (21) years of age.” UH Executive Policy, [EP 7.208](#), Part IV (B) (15)

## **C. EMPLOYEE DISCIPLINARY ACTION**

The sanctions for employees in bargaining units 1 and 10 will be in accordance with the drug and alcohol testing provisions contained within the collective bargaining agreements. For all other employees, progressive discipline will be in accordance with the employee’s applicable collective bargaining agreement; possible sanctions may include disciplinary action ranging from reprimand to termination, and may include suspension without pay, disciplinary reassignment, disciplinary transfer, and demotion.

## **D. LEGAL SANCTIONS**

There are numerous federal, state, and local statutes and ordinances relating to the manufacture, distribution, dispensation, possession or use of a controlled substance or alcohol. These statutes impose legal sanctions for both felony and misdemeanor convictions related to violations of applicable laws and ordinances. For federal trafficking penalties relating to marijuana and other drugs, refer to pages 38-39 of the [Drugs of Abuse Resource Guide 2022 Edition](#) on the United States Drug Enforcement Administration website.

### **HIGHLIGHTS OF HAWAI‘I LAWS**

Under the Hawai‘i Penal Code, crimes are of 3 grades according to their seriousness: felonies, misdemeanors and petty misdemeanors.

- Class A felony: fine not exceeding \$50,000 and/or an indeterminate term of imprisonment of 20 years without possibility of suspension of sentence or probation.

- Class B felony: fine not exceeding \$25,000 and/or imprisonment of not more than 10 years.
- Class C felony: fine not exceeding \$10,000 and/or imprisonment of not more than 5 years.
- Misdemeanor: fine not exceeding \$2,000 and/or imprisonment of not more than 1 year.
- Petty misdemeanor: fine not exceeding \$1,000 and/or imprisonment of not more than 30 days. §706-640,659,660,663, H.R.S.

In addition, promoting (possessing, distributing and manufacturing) drugs (including marijuana) and intoxicating compounds can result in a Class A, B or C felony, misdemeanor or petty misdemeanor. §712-1241-1250, H.R.S.

Consuming or possessing intoxicating liquor while operating a motor vehicle or moped is fined not more than \$2,000 or imprisonment not more than 30 days, or both. §291-3.1, H.R.S.

Consuming or possessing intoxicating liquor while a passenger in a motor vehicle is a petty misdemeanor. §291-3.2, H.R.S.

A person commits the offense of promoting intoxicating compounds if the person knowingly breathes, inhales or drinks any compound or any other substance for the purpose of inducing a condition of intoxication, stupefaction, depression, giddiness, paralysis or irrational behavior, or in any manner changing, distorting or disturbing the auditory, visual or mental processes; or sells or offers for sale, delivers or gives to any person under 18 years of age, unless upon written order of such person's parent or guardian, any compound or any substance which will induce an intoxicated condition when the seller, offeror or deliveror knows or has reason to know that such compound is intended for use to induce such condition. Promoting intoxicating compounds is a misdemeanor. §712-1250, H.R.S.

A person commits the offense of promoting intoxicating liquor to a person under the age of 21 if the person recklessly sells or offers for sale, influences the sale, serves, delivers or gives to a person under the age of 21 intoxicating liquor; or permits a person under the age of 21 to possess intoxicating liquor while on property under his or her control. Promoting intoxicating liquor to a person under the age of 21 is a misdemeanor. §712-1250.5, H.R.S.

## **E. HEALTH RISKS ASSOCIATED WITH SUBSTANCE ABUSE**

The University encourages employees and students to be aware of the health risks associated with substance abuse. In general, the health risks related to the abuse of alcohol and other drugs are both direct and indirect. The direct pharmacological effects of substances on the body influence every organ, particularly the brain, liver and cardiovascular system. Death and injury from drug-related accidents, suicide and homicide are some of the indirect health effects. It is estimated by the National Institute on Alcohol Abuse and Alcoholism that annually 178,000 people in the U.S. die from alcohol-related problems alone. Physical effects may be immediate and acute, as in

drug overdose, or long-term and chronic, as in alcohol-related liver disease or neurological impairment. For possible effects associated with controlled substances, refer to the [Drug Facts](#) at the United States Drug Enforcement Administration website.

**F. DRUG AND ALCOHOL COUNSELING, TREATMENT AND REHABILITATION PROGRAMS**

The University of Hawai'i encourages employees and students to seek assistance in overcoming drug or alcohol abuse. Early recognition and treatment are important for successful rehabilitation. Students may contact their campus Vice Chancellor for Students for assistance regarding counseling and treatment referral services.

Employees may contact their supervisors for assistance and referral services. The State Department of Health has contacts with numerous private agencies to provide a range of counseling and treatment services. See listing of assistance and treatment services.

The following is provided for information only. This is not a comprehensive list of all available programs or an endorsement of any specific program.

## O'AHU

Organization	Phone	Address (Website)
<b>Al-Anon</b>	(808) 546-5647	1177 Bishop St. Honolulu, HI 96813 ( <a href="http://al-anonhawaii.org">http://al-anonhawaii.org</a> )
<b>Alcoholics Anonymous (AA)</b>	(808) 946-1438	O'ahu-Central Office 1110 University Ave. Suite 310 Honolulu, HI 96826 ( <a href="http://www.oahuaa.org/">http://www.oahuaa.org/</a> )
<b>Aloha United Way 211</b>	(808) 536-1951 (808) 275-2000	200 N. Vineyard Blvd, Suite 700 Honolulu, HI 96817 ( <a href="http://www.auw211.org">http://www.auw211.org</a> )
<b>Hina Mauka</b>	(808) 236-2600	O'ahu – Main Facility 45-845 Po'okela Street Kāne'ōhe, HI 96744 ( <a href="http://www.hinamauka.org">http://www.hinamauka.org</a> )
	(808) 671-6900	Waipahū Outpatient Office 94-830 Hikimoe Street Waipahu, Hawai'i 96797 ( <a href="http://www.hinamauka.org">http://www.hinamauka.org</a> )
<b>Kline-Welsh Behavioral Health</b>	(808) 842-7529 (808) 841-2319 (808) 841-3915	524 Kaaahi Street Honolulu, HI 96817 ( <a href="http://www.sandisland.com">http://www.sandisland.com</a> )
<b>Kū Aloha Ola Mau</b>	(808) 538-0704	1130 N Nimitz Hwy, Suite C-302 Honolulu, HI 96817 ( <a href="http://www.kualoha.com">http://www.kualoha.com</a> )
<b>Mental Health Kōkua</b>	(808) 737-2523	680 Iwilei Road Suite 600 Honolulu, HI 96817-5393 ( <a href="http://www.mhkhawaii.org/">http://www.mhkhawaii.org/</a> )
<b>NA Hawai'i - Narcotics Anonymous</b>	(808) 734-4357	P.O. Box 23013, Honolulu, HI 96823 ( <a href="http://www.na-hawaii.org">http://www.na-hawaii.org</a> )
<b>Po'ailani, Inc.</b>	(808) 263-3500	45-567 Pahia Road, Kaneohe, HI 96744 ( <a href="http://www.poailani.org">http://www.poailani.org</a> )
<b>The Salvation Army</b>	(808) 595-6371	Addiction Treatment Services 3624 Waokanaka St, Honolulu, HI 96817 ( <a href="http://www.salvationarmyhawaii.org">http://www.salvationarmyhawaii.org</a> )
	(808) 732-2802	Family Treatment Services 845 22 <sup>nd</sup> Ave, Honolulu, HI 96816 ( <a href="http://www.salvationarmyhawaii.org">http://www.salvationarmyhawaii.org</a> )

<b>Organization</b>	<b>Phone</b>	<b>Address (Website)</b>
<b>University Health Services Health Promotion Program - Mānoa</b>	(808) 956-3574	Queen Lili'uokalani Center for Student Services, Rm. 406, 2600 Campus Road Honolulu, HI 96822 ( <a href="http://www.hawaii.edu/shs/health_promotion/adepp.php">http://www.hawaii.edu/shs/health_promotion/adepp.php</a> )
<b>Wai'anae Coast Comprehensive Health Center</b>	(808) 697-3300	86-260 Farrington Hwy Wai'anae, HI 96792 ( <a href="http://www.wcchc.com">http://www.wcchc.com</a> )
<b>Wai'anae Coast Community Mental Health Center, Inc.</b>	(808) 696-4211	Hale Na'au Pono, 86-226 Farrington Hwy, Wai'anae, HI 96792 ( <a href="http://www.wccmhc.org">http://www.wccmhc.org</a> )

## HAWAI'I

<b>Organization</b>	<b>Phone</b>	<b>Address (Website)</b>
<b>Al-Anon East Hawai'i Al-Anon West Hawai'i</b>	(808) 935-0971	Hilo Location(s) Kailua-Kona Location(s) ( <a href="http://al-anonhawaii.org">http://al-anonhawaii.org</a> )
<b>Alcoholics Anonymous (AA)</b>	(808) 961-6133	East Hawai'i Intergroup Office Keaau Community Center 16-186 Pili Mua Street Kea'au, HI 96749 ( <a href="http://easthawaiiiaa.org/">http://easthawaiiiaa.org/</a> )
	(808) 329-1212	West Hawai'i Intergroup Office 74-5606 Pawai Pl, Suite 102 Kailua-Kona, HI 96740 ( <a href="http://www.westhawaiiiaa.org">http://www.westhawaiiiaa.org</a> )
<b>Big Island Substance Abuse Council</b>	(808) 969-9994	16-179 Melekahiwa Street Kea'au, HI 96749 ( <a href="http://www.bisac.org">http://www.bisac.org</a> )
<b>Kū Aloha Ola Mau</b>	(808) 961-6822	900 Leilani Street, Hilo, HI 96720 ( <a href="http://www.kualoha.com">http://www.kualoha.com</a> )
<b>Lokahi Treatment Centers:</b>	Hilo (808) 969-9292	400 Hualani Street, Bldg 10, Suite 195B, Hilo, HI 96720 ( <a href="http://www.lokahitreatmentcenters.net">http://www.lokahitreatmentcenters.net</a> )
	Honoka'a (808) 775-7707	45-3544 Mamane Street Honoka'a, HI 96727 ( <a href="http://www.lokahitreatmentcenters.net">http://www.lokahitreatmentcenters.net</a> )
	Waikoloa (808) 883-0922	68-1845 Waikoloa Road 224B Waikoloa, HI 96738 ( <a href="http://www.lokahitreatmentcenters.net">http://www.lokahitreatmentcenters.net</a> )
	Kailua-Kona (808) 331-1175	76-6225 Kuakini Hwy, Suite B105 Kailua-Kona, HI 96740 ( <a href="http://www.lokahitreatmentcenters.net">http://www.lokahitreatmentcenters.net</a> )

Organization	Phone	Address (Website)
	Pahoa (808) 965-5535	15-2866 Pahoa Village Rd, Bldg F, Suite 4 Pahoa, HI 96778 ( <a href="http://www.lokहितreatmentcenters.net">http://www.lokहितreatmentcenters.net</a> )
<b>Mental Health Kōkua</b>	East Hawaii (808) 935-7167	208 Wainaku Ave, Hilo, HI 96720 ( <a href="http://www.mhkhawaii.org/">http://www.mhkhawaii.org/</a> )
	West Hawaii (808) 331-1468	75-166 Kalani Street, Suite 103 Kailua-Kona, HI 96740 ( <a href="http://www.mhkhawaii.org/">http://www.mhkhawaii.org/</a> )

## MAUI

Organization	Phone	Address (Website)
<b>Al-Anon</b>	(808) 242-0296	Wailuku Location(s) ( <a href="http://al-anonhawaii.org">http://al-anonhawaii.org</a> )
<b>Alcoholics Anonymous (AA)</b>	(808) 244-9673	70 Central Ave, Suite 1 Wailuku, HI 96793 ( <a href="http://www.aamaui.org">http://www.aamaui.org</a> )
<b>Aloha House, Inc.</b>	(808) 579-8414	200 Ike Drive, Makawao, HI 96768 ( <a href="https://mbhr.org/agencies/aloha-house/">https://mbhr.org/agencies/aloha-house/</a> )
<b>Malama Family Recovery Center (Women &amp; Children)</b>	(808) 877-7117	388 Ano Street, Kahului, HI 96732 ( <a href="https://mbhr.org/agencies/malama-family-recovery-center/">https://mbhr.org/agencies/malama-family-recovery-center/</a> )
<b>Mental Health Kōkua</b>	(808) 244-7405	133 N Market Street, Wailuku, HI 96793 ( <a href="https://www.mhkhawaii.org/">https://www.mhkhawaii.org/</a> )

## MOLOKA'I

Organization	Phone	Address (Website)
<b>Ka Hale Pomaika'i, Inc.</b>	(808) 558-8480	HC-01 Box 372, Kamehameha V Hwy Kaunakakai, HI 96748 ( <a href="http://www.kahalepomaikai.org">http://www.kahalepomaikai.org</a> )

## KAUA'I

Organization	Phone	Address (Website)
<b>Al-Anon</b>	(888) 669-5523	Lihue Location(s) ( <a href="http://al-anonhawaii.org">http://al-anonhawaii.org</a> )
<b>Alcoholics Anonymous (AA)</b>	(808) 245-6677	Līhu'e Location(s) ( <a href="https://www.kauaiaa.org">https://www.kauaiaa.org</a> )
<b>Mental Health Kōkua</b>	(808) 632-0466	3205 Akahi Street, Līhu'e, HI 96766 ( <a href="http://www.mhkhawaii.org/">http://www.mhkhawaii.org/</a> )