

**Certification for  
a Drug-Free Workplace**

U.S. Department of Housing  
and Urban Development

Santa Fe County Housing Authority Board Resolution 2015-04 HB

Applicant Name

Santa Fe County Housing Authority

Program/Activity Receiving Federal Grant Funding

Capital Fund Program

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

- (1) The dangers of drug abuse in the workplace;
- (2) The Applicant's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

- (1) Abide by the terms of the statement; and
- (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Jacob D. Martinez Public Housing Neighborhood, Camino de Jacobo, Santa Fe, NM 87507

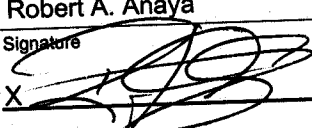
Valle Vista Public Housing Neighborhood, Sierra Place North, Tusa Drive, San Mateo Way, Val Verde, Las Lomas, Santa Fe, NM 87507

Santa Cruz Public Housing Neighborhood, Camino de Quintana, Camino de Roberto, Santa Cruz, NM 87567

Check here  if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.  
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official Robert A. Anaya	Title Chairperson, Santa Fe County Housing Authority Board
Signature 	Date 4/28/15

SFC CLERK RECORD05/04/2015

ATTEST:

Geraldine Salazar  
Geraldine Salazar, Santa Fe County Clerk



5-4-2015

APPROVED AS TO FORM:

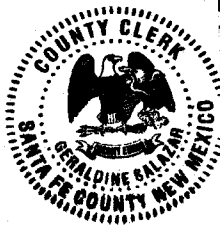
Gregory S. Shaffer  
Gregory S. Shaffer, County Attorney

SFC CLERK RECORD05/04/2015

COUNTY OF SANTA FE )  
STATE OF NEW MEXICO ) ss

HOUSING RESOLUTION  
PAGES: 2

Hereby Certify That This Instrument Was Filed for  
Record On The 4TH Day Of May, 2015 at 11:46:29 AM  
and Was Duly Recorded as Instrument # 1763467  
of The Records Of Santa Fe County



Witness My Hand And Seal Of Office  
Geraldine Salazar  
Deputy Laura Hernandez County Clerk, Santa Fe, NM