

**ACKNOWLEDGMENT OF RECEIPT OF "GENERAL NOTICE OF DRUG TESTING UNDER THE
DEPARTMENT OF THE NAVY DRUG FREE WORKPLACE PROGRAM"**

I acknowledge receipt of this letter and have read its contents. I understand that that Commander, Navy Installations Command (CNIC) is a Drug Free workplace. I understand that as an employee of CNIC, I may be tested when there is reasonable suspicion to believe that I may be using drugs, as the result of a safety mishap, or as part of or follow-up to rehabilitation. I also understand that refusal to submit to drug testing, or a verified positive drug test will result in initiation of disciplinary action, up to and including removal from Federal employment.

Print Name

Signature

Date

17 July 2014