



EGERTON UNIVERSITY

ALCOHOL, DRUG AND SUBSTANCE ABUSE POLICY

OCTOBER 2024

FOREWARD

The impact of alcohol and drug abuse on human life and society at large has become not only a global and national health concern, but also a threat to the social economic development of the Kenyan nation. It is out of this concern, that the National Agency for the Campaign against Drug Abuse (NACADA) was established by the government to steer the campaign against alcohol and drug abuse. Egerton University is committed to the fight against alcohol and drug abuse amongst its employees and students. The development and implementation of the alcohol and drug abuse policy is aimed at facilitating the domestication of the NACADA policy in the University. To achieve the University's vision and mission, the campaign against alcohol and drug abuse must be intensified and made the responsibility of all parties in the University. This will help combat and overcome the problem. The active participation of all students, employees, heads of departments, supervisors and the entire management team is necessary for the success of the campaign.

This ADSA policy document has been developed to provide guidelines and strategies for the prevention, support and treatment programmes and activities to curtail the problem of alcohol and drug abuse in the University as a work place and an academic institution. I would like to call upon members of the University community to recognize the importance of this policy and work diligently, both individually and collectively to implement the strategies and activities for the treatment, prevention, support, after care, control and management of alcohol and drug abuse.

The University Management commits to support the outlined programmes and activities as well as to provide the necessary resources in order to achieve the objectives of the policy.

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DEFINITION OF TERMS

ADSA - Alcohol, Drug and Substance Abuse

Alcoholism - A term generally taken to refer to chronic continual drinking or periodic consumption of alcohol which is characterized by impaired control over drinking, frequent episodes of intoxication, and preoccupation with alcohol and the use of alcohol despite adverse consequences.

Drug - any substance or chemical when absorbed into the body alters normal bodily function either physically and /or psychologically.

Drug Abuse - Use of drugs for reasons other than medical or therapeutic.

EAP - Employee Assistance Programme

EWP – Employee Wellness Programme

Illicit Drug - substances that either stimulate or inhibit the central nervous system or causes hallucinogenic effects to the effect that there use has been prohibited globally.

Intervention - An attempt by one or more people to get the drug addict to seek professional help.

Licit Drug - A drug that is legally available or with or without the prescription, for example over the counter drugs.

Relapse - A return to drinking or other drug use after a period, of abstinence, often accompanied by rein statement of dependency symptoms.

Rehabilitation - The process by which an individual with a substance use disorder achieves an optimal state of health, psychological functioning and social wellbeing.

SUDs - Substance Use Disorders

Treatment - A comprehensive approach to the identification, assistance and health care with regard to persons presenting with problems caused by the use of psychoactive substance.

After care – the provision of services to persons in the period after a formal counselling, treatment and rehabilitation, in order to assist them during a period of adjustment to independent functioning within the community

Confidentiality – the right of every person, employee or job applicant to have his/her medical or other information, including alcohol or drug use status, being kept secret

Counselling – is a professional relationship that empowers diverse individuals, families and groups to accomplish mental health, wellness, education and career goals.

Early detection – mechanism for diagnosing the onset of an individual’s consumption of alcohol and other drugs before substance use disorder develops

Employee Assistance Program – Employer-sponsored service designed for personal or family problems, including mental health, substance abuse, various addictions, marital problems, parenting problems, or emotional problems.

Employee wellness Program – Any program implanted by an employer to support and improve the health of its employees in the workplace.

Psychoactive–substances – Drugs or medicines that affect the body’s central nervous system and change how people behave or perceive what is happening around them.

1.0 BACKGROUND OF THE UNIVERSITY

1.1 About Egerton University

Egerton University is an institution of higher learning with a diverse population comprising of staff, students and service providers. The well-being of the Egerton University community is paramount to service delivery and the realization of its mission and vision. The University is aware of the fact that abuse of alcohol and drugs has negative effects not only on the staff and students' work and academic performance but also on their health and safety. Effective implementation of alcohol and drugs policy ensures early identification, intervention and support for staff and students with substance use disorders (SUDs). The Egerton University Alcohol and Drug abuse policy is a support tool that provides guidelines for the prevention of alcohol and drug abuse among the University staff, students, visitors and service providers.

1.2. The vision

A world-class university for the advancement of humanity

1.3 The Mission

To generate knowledge and offer exemplary education to society for national and global development

1.4 Core values

The university's activities and decisions will be guided by the following core values:

- National unity and social fairness
- Integrity, Transparency and Accountability
- Professionalism
- Internationalism
- Passion for excellence and devotion to duty
- Team work
- Passion for environmental conservation
- Innovativeness and creativity

2.0 SITUATION OF ALCOHOL, DRUGS AND SUBSTANCE ABUSE

2.1 Global situation

According to the United Nations Office on Drugs and Crime (2022), in 2020, an estimated 284 million people worldwide aged 15–64, majority of whom were men, had used a drug within the last 12 months. This is a 26 percent increase over the previous decade. Young people are using more drugs, with use levels today in many countries higher than with the previous generation. A survey in 2021 by National Survey on Drug Use and Health (NSDUH) in USA revealed that 49.3% of full-time college students ages 18 to 22 drank alcohol in the past month; and, of those, about 27.4% of students engaged in binge drinking during that same time frame.

2.2 Situation in Kenya

In the 2022 NACADA survey report, 1 in every 6 Kenyans between 15 to 65 years of age, are currently using at least one drug. However, 1 in every 3 males and 1 in every 16 females are using at least one of the drugs. According to the report, alcohol continues to be the widely used substance in Kenya with findings pointing towards increasing demand for cheaper and readily available alcoholic products especially chang'aa. From the findings, the western region has had the highest prevalence of current use of at least one drug of abuse followed in succession by the Eastern region and Nairobi. It is stipulated that the 25 to 35 years age group that is out of school is identified as the most vulnerable group of drugs and substance use and dependence.

A 2019 survey by University of Nairobi exposed the extent of drug and substance abuse in public and private universities in Kenya. In the survey, Egerton University ranked number 12 out of 17 universities with high alcohol and drug abuse prevalence cases. The reason given for the prevalence is that universities provide students with unusual freedom from direct parental guidance and supervision. Those unable to handle the independence find themselves indulging in alcohol, drug and substance abuse. The study also found that public and private universities located in rural areas are the least affected by the drug scourge.

2.3 Situation at Egerton University

At Egerton University, disciplinary action taken on students from 2013-2019 indicated that 95% of the cases were alcohol and drug related. A base line survey done by the Egerton University,

Dean of Students office in 2017, indicated that 27.8% used alcohol, 16.8% bhang and cigarettes 8.9%.

- In the 2013 – 2019 periods, of the total staff population, 1.5% has presented with ADSA use related illnesses. Out of these, 20% were taken for disciplinary action. Of those who were disciplined, 28% have passed on and 32% have left University service due to various reasons including retirement on medical grounds.
- Still at Egerton University disciplinary action taken on staff from 2019-2022, 50% of the cases related to alcohol abuse which had significantly affected the performance of the staff. A report done by the Medical department indicated that 25% were appearing for the second time which led to termination of employment and 25% were recommended for further counselling and rehabilitation.

3.0 POLICY STATEMENT

Egerton University is committed to the fight against alcohol and drug abuse amongst its employees and students. The University recognizes that abuse of alcohol and drugs has negative effects not only on the staff and students' work and academic performance but also on their health and safety. The University further recognizes that this ADSA policy document will provide guidelines and strategies for the prevention, support and treatment programmes and activities to curtail the problem of alcohol and drug abuse in the University as a work place and an academic institution.

4.0 RATIONALE

Drugs are a grave threat to the health and wellbeing of humankind, the independence of states, democracy, stability of nations, structure of all societies, and the dignity and hope of millions of people and their families. Therefore, a call is made upon all communities, to actively promote a society free of drug abuse.

It is in view of the prevailing drug and alcohol abuse situation that Egerton University has found it necessary to review its Alcohol and Drug Abuse Policy of 2013 to create and sustain a conducive academic and work environment for its staff and students. The University in accordance with its

vision, mission and core values seeks to provide a conducive working and learning environment for its employees and students, in order to foster their social, cultural and intellectual wellbeing.

The wellbeing of students and employees of Egerton University is paramount for learning and service delivery. The effect of alcohol and drugs on students' and employees' health, safety and work can jeopardize learning, productivity and curtail competitiveness.

Effective implementation of alcohol, drugs and substance abuse policy offers the University a chance for early identification, intervention and support for students and employees with substance use disorders. This consequently benefits the employer, students, employees, the family and the community at large.

5.0 LEGAL & POLICY FRAMEWORK FOR ALCOHOL & DRUG ABUSE CONTROL IN KENYA

This policy is guided by the following legal instruments:

- i. Constitution of Kenya 2010
- ii. The National Authority for the Campaign Against Alcoholism and Drug Abuse (NACADA) Act, 2012
- iii. Narcotic Drugs and Psychotropic Substances (Control) Act, 1994
- iv. Alcoholic Drinks Control Act, 2010
- v. The Occupational Safety and Health Act, 2007
- vi. The Pharmacy and Poisons Act (Cap.244)
- vii. The Food Drugs and Chemical Substances Act (Cap.254)
- viii. The Public Health Act (Cap.242)
- ix. The Labour Relations Act, 2007
- x. The Use of Poisonous substances Act (Cap. 247)
- xi. The Employment Act, 2007
- xii. The University Act No. 42 of 2012
- xiii. Tobacco Control Act 2007

6.0 OBJECTIVES

- i. To enable the University provide a support system that mitigates against alcohol, drugs and substance abuse.
- ii. To identify factors and circumstances that influence staff and students to use and abuse alcohol, drugs and substances.
- iii. To provide guidelines on the early detection, intervention, treatment and rehabilitation of cases of alcohol, drug and substance abuse.
- iv. To create a drug and alcohol free environment and promote confidence, morale, increase productivity and efficiency among staff members and students.

7.0 SCOPE

This policy shall apply to

- a) Students;
- b) Employees;
- c) Any other person authorized to be within the University premises and constituent campuses.

8.0 ROLES AND RESPONSIBILITIES ON ALCOHOL DRUGS AND SUBSTANCE ABUSE

This policy outlines the roles played by various stakeholders in the University in making it a drug free environment. The stakeholders include: management; heads of departments/sections; staff, students and any other person authorized to be in the University.

8.1 Egerton University management

- i. The responsibility for the overall implementation of the policy lies with the Egerton University Management headed by the Vice-Chancellor.
- ii. The Vice-Chancellor shall appoint ADSA committee/Unit members following NACADA guidelines.
- iii. The Vice Chancellor will establish the Employee Assistance Programme (EAP) and appoint the coordinator who will coordinate the following activities; staff counseling, staff wellness, staff reintegration, relationship management and financial management.

- iv. The University Management to ensure that the University ADSA policy is availed to all employees and students

8.2 Heads of Departments/Sections

The Heads of departments/Sections in Egerton University shall play the following roles towards the implementation of this policy:

- i. Communicate and implement the alcohol and drug abuse policy to all members of staff working under them
- ii. Identify alcohol and drug abuse among staff and students and make referrals to coordinator EAP for intervention.
- iii. Maintain confidentiality regarding staff involvement in alcohol abuse treatment
- iv. Non-judgmentally offer psychological support to staff struggling with alcohol and drug abuse.
- v. Encourage members of the sections to participate in seminars and workshops organized by the University on alcohol and drug abuse-related issues.
- vi. Display the policy and spell out the definition and types of substance abuse to staff and students.

8.3 Staff

Individual staff shall ensure:

- i. That they are not under the influence of alcohol, drug and other related substances while on duty.
- ii. That they seek timely and appropriate assistance if they have alcohol, drug and substance use problem.
- iii. That they read, understand and abide by this policy document
- iv. That they report to University management persons operating within the University precincts who have ADSA problems by referring them to ADSA Control unit for help.
- v. That they disseminate accurate and relevant information on alcohol and drugs, organize in liaison with ADSA Control Unit, education and training programmes aimed at sensitizing staff/students on the effects and dangers of ADSA.

8.4 Students

It is the duty of every student to:

- i. Abide by the University rules and regulations as stipulated in the students' handbook and by the ADSA policy.
- ii. Ensure that they are not under the influence of alcohol, drugs and other related substances while in the University.
- iii. Report any student with alcohol, drugs or substance related problem to the Dean of students, University counselors, or ADSA Control Unit for help.
- iv. Report any student who is in possession of alcohol, drugs or substances within the University to the Chief Security Officer, Dean of Students or any other person in authority.

8.5 Any other person authorized to be within the University

Such authorized persons shall abide by this ADSA policy

9.0 MEASURE TO PROHIBIT OR RESTRICT AVAILABILITY OF ALCOHOL AND DRUGS AT THE WORK PLACE

9.1 Restriction on Legal Drugs

This policy prohibits consumption of alcohol, drugs and substances in the University. Employees and students taking medications that may affect their work/studies should report to the supervisor/academic advisors before beginning work/study for appropriate mechanism to mitigate the effects.

9.2 Restriction on Illicit Alcohol, Drugs and Substances

- i. Egerton University prohibits access, sale, possession, handling, distribution, manufacture or consumption of alcohol, drugs, substances and all paraphernalia classified as illegal by law within the university premises. This does not apply when a legal permit or advance consent from the University has been obtained in writing.
- ii. This policy provides the right to conduct searches within the University and its constituent campuses for the purposes of determining whether this section of the policy has been violated. If an employee/ student violates this section of the policy, s/he may be subject to

disciplinary action, which includes but is not limited to suspension, termination and/or prosecution.

- iii. As part of corporate culture and practice the University will ensure that alcohol expense is not an item for account reimbursement.
- iv. The university strictly prohibits staff and students from appearing in any university premises or function manifestly under the influence of alcohol, drug and substance abuse.
- v. The university prohibits aiding an underage person (under 18years) in the purchase or consumption of alcoholic beverages.

9.3 Payment in Kind

This policy prohibits the University from:

- i. Paying any wages in the form of alcohol, drugs or other substances.
- ii. Paying any wages or rewards by giving objects or materials that in any way may trigger alcohol and drug cravings to persons in recovery.
- iii. Rewarding good performance with alcohol or drugs to staff or students

9.4 Advertisement of alcohol and drugs at the workplace

The university prohibits the advertisement of alcohol or drugs either directly or indirectly within its premises and campuses. It also prohibits wearing attire or accessories that may be considered to promote use of alcohol, drugs and substances.

10.0 ESTABLISHMENT OF STRUCTURES TO COORDINATE MATTERS RELATING TO PREVENTION AND MANAGEMENT OF ADSA

The policy shall provide a mechanism to operationalize the alcohol and drug abuse prevention committee or control unit.

10.1 ADSA Control Unit

The university shall establish the University ADSA Control Unit whose membership are:

- i. Coordinator EAP - Chairperson
- ii. Dean of students
- iii. Two (2) ADSA Counselors – from the Dean of students office
- iv. Chief Medical Officer
- v. SAR, Human capital

- vi. One (1) Professional counselor from the department of Psychology, counseling and Educational Foundation
- vii. Chief Security Officer
- viii. One (1) senate representative
- ix. One (1) students' representative

10.2 Terms of Reference of the ADSA Control Unit

The Alcohol, Drug and Substance Abuse Committee is charged with the overall responsibility of coordinating all matters relating to prevention and control of alcohol and drug abuse in the University, including:

- i. Coordination of the implementation of the Alcohol, Drug and Substance Abuse policy.
- ii. Preparation of an annual budget proposal for ADSA policy implementation for approval by University Management.
- iii. Sensitization and training on matters pertaining to alcohol, drugs and substance in collaboration with NACADA
- iv. Identifying ADSA prevention priorities, interests and needs of staff and students
- v. Coordinating design and production of information, education and communication materials on ADSA.
- vi. Advising the University Management on effective approaches in dealing with ADSA problems.
- vii. Sustained development and periodic review of the ADSA policy provisions within the university.
- viii. Monitoring, evaluation and reporting progress of ADSA policy implementation to DVC-AFP, NACADA, and the University Directorate of Planning and Development.
- ix. Early identification, treatment, support and re-integration of employees and students with substance use disorders (SUDs).
- x. Liaise with relevant authorities to establish support groups within the University such as Alcoholic Anonymous (AA) and Narcotics Anonymous (NA).
- xi. Conduct annual baseline survey on alcohol, drug and substance abuse among employees and students in the University.

10.3 Support Systems for an ADSA Free Environment

10.3.1 Quarterly Reports

- i. Heads of departments/units/sections shall submit quarterly reports on ADSA to ADSA committee/Control Unit.
- ii. The ADSA Committee Control Unit shall compile the reports and forward them to the University Management

10.3.2 Publicity and Awareness Materials

The ADSA Control Unit shall provide appropriate publicity, educational and awareness materials; and other information sharing platforms on ADSA

11.0 PREVENTION OF ADSA RELATED PROBLEMS IN THE UNIVERSITY

The University ADSA policy will focus on preventive aspects of alcohol, drug and substance abuse as follows:

11.1 Information, Training and Education

- 11.1.1 Provision of information on effects of alcohol, drug and substance abuse on the physical psychological, social and health aspects of human beings.
- 11.1.2 Provision of information on prevention and available services to assist employees and students who may be abusing alcohol, drugs and substances.
- 11.1.3 Referring employees and students on SUDs to NACADA website (<https://nacada.go.ke/>) for accredited treatment and rehabilitation service providers in the country.
- 11.1.4 Training of university management, staff, students and peer educators on alcohol related issues to enable them detect and deal with individuals found to be abusing alcohol, drugs and substances.
- 11.1.5 Organize seminars and workshops on alcohol, drug and substance abuse for staff and students periodically (as shall be defined by the ADSA Committee).
- 11.1.6 The university will initiate programmes on alcohol, drug and substance abuse targeting students, staff unions and surrounding community.

11.2. Employee Assistance Program (EAP)

11.2.1 The EAP will be guided by the principles of confidentiality (in information sharing and records) as well as integration of family, employer, colleagues and friends support.

11.2.2 The EAP will include counseling, treatment and rehabilitation programmes which are adapted to the individual needs of the person concerned.

11.3 Staff Peer and Students Peer Educators Programmes.

The policy requires that that the University establishes staff peer educators and enhance students peer educators

11.4 Work Environment

Assess work environment and identify working methods or conditions which would need to be changed or improved to prevent, reduce or otherwise better manage alcohol, drug and substance related problems.

11.5 Awareness Week

Introduce and organize alcohol, drug and substance abuse awareness week in the University calendar.

11.6 Collaborative research and other linkages

Support collaborative research and other linkages on alcohol, drug and substance abuse.

12.0 EARLY IDENTIFICATION AND REFERRAL FOR TREATMENT OF PERSONS WITH ADSA RELATED PROBLEMS.

12.1 Identification Procedures

12.1.1 Individual Employees/Students Identification

As a result of the prevention programmes, an employee/student can manifest symptoms and a range of behaviour that indicate alcohol, drug or substance abuse problems and dependency. Such employee/student should report to the peer counselors, supervisor, ADSA committee/Control unit, or any other trusted colleague/friend.

12.1.2 Colleagues and Peer Identification

Alcohol, drug and substance abusers can be identified by colleagues or peers by their poor performance, high sickness, and absence from work/studies or poor interpersonal relationships.

12.1.3 Departmental Heads /Supervisor’s Identification

Abuse of alcohol, drugs and substances can affect performance and behaviour at work, academic process, social interactions and health. Where there is a decline in standards of work performance, academic achievement or change in behaviour, the departmental head/supervisor has reason and responsibility to respond by referral to ADSA committee for assistance.

12.1.4 Early Identification as Part of Pre-employment Compulsory Screening

To assist in the implementation of this policy, a screening procedure, to test for the presence of abnormal substance in the body will be carried out under the following four circumstances;

- i. medical assessment
- ii. ‘With-cause’ screening
- iii. Follow up random screening as a responsible employee/ student

12.2 Ethical Standards in the Screening Procedures

Individual screening as both a moral and ethical issue may touch on constitutional rights enjoyed by every citizen. When addressing issues relating to alcohol, drug and substance abuse, all parties should be sensitive to the individual's rights to confidentiality, privacy and dignity.

13.0 MANAGEMENT OF SUBSTANCE USE DISORDERS (SUDs) AND OTHER HEALTH RELATED ISSUES

13.1 Referral System for Treatment

As part of discipline the employees / students may be required to participate in their rehabilitation as a condition of continued employment/studies. In such a case the staff/ student will be required to produce a certificate of completion of rehabilitation services.

An employee struggling with alcohol, drug and substance abuse will be allowed a maximum of one [1] admission for treatment and rehabilitation but those who do not change will be forwarded to the University medical board for appropriate action.

13.2 Dealing with Workers and Students who have an Alcohol and Drug Abuse Problem

13.2.1 Employees and students with alcohol or drug abuse related problems will not be discriminated against and will access healthcare services similar to those with other health problems

13.2.2 Employees will receive similar benefits like paid sick leave, paid annual leave, leave without pay and healthcare insurance coverage, in accordance with Egerton University rules and regulations and the medical scheme.

13.2.3 Rehabilitated workers will be reintegrated into normal working system and helped to adapt to the prevailing working conditions

13.3 Treatment and Rehabilitation

13.3.1 Employee

An employee struggling with alcoholism will be allowed one (1) admission for treatment and rehabilitation but those who do not change will be forwarded to the University Medical Board with possibility of their services being terminated.

13.3.2 Students

For the students, the parents or guardian will take responsibility for treatment and rehabilitation.

13.4 Re-Integration, Aftercare, and Relapse Management

The university retains full discretion on whether, when and under what conditions an employee or student can be re-employed/re-admitted after violation of this policy.

13.5 Support System

The university will endeavor to support system for employees and students in recovery from alcohol, drug and substance related problems. This will include identifying professional services which specialize in psychosocial support such as Alcoholics Anonymous (AA) and Narcotics Anonymous (NA). The university will establish a staff peer support programme composed of employees trained on peer-to-peer education to support colleagues in recovery. The students peer counselors programme will be enhanced.

13.6 Job Security, Promotion and Placement

Employees who seek treatment and rehabilitation for alcohol or drug abuse related problems will not be discriminated against by the employer and will enjoy normal job security and opportunity for career development and advancement.

13.7 Disciplinary Procedure

Disciplinary action will be taken as the last resort where all other intervention measures such as Counseling, treatment and rehabilitation have failed. The University shall consider each case individually and endeavor to act reasonably. Off-duty drink or drug misuse may lead to disciplinary procedures if they affect job performance. The University shall obtain medical advice and discuss the matter with the member of staff or student before deciding whether rehabilitation is feasible. All practicable steps shall be taken to establish the true position regarding alcohol, drug or substance abuse. The length of time which is acceptable before taking action shall vary.

The University shall ensure that the timescale allowed is reasonable. Relevant considerations shall include but are not limited to:

- i. The member of staff or student's willingness and commitment to obtaining treatment.
- ii. The estimated duration of any absence during treatment.
- iii. The urgency to have the staff work done.
- iv. The ease of providing cover or re-assigning duties for members of staff.
- v. The availability of support agencies.
- vi. The detail of the treatment plan. Counseling, treatment and rehabilitation have failed.

As part of discipline the employees / students may be required to participate in rehabilitation as a condition of continued employment/studies. In such a case the staff/ student will be required to produce a certificate of completion of rehabilitation services.

13.8 Breach of Policy

A breach of policy shall include, but not be limited to, growing, manufacturing, trafficking, sale, possession, and use of prohibited drugs, drug paraphernalia and substances in the University premises. The use of Marijuana, Cocaine, Opiates, Amphetamines, Solvents and Phencyclidine amongst others by any member of staff or student shall also be considered prohibited at all times. Members of staff and students who violate these provisions of the policy shall be

disciplined according to the provision of the rules, laws and safety regulations governing members of staff and students conduct in the University. Law enforcement agencies shall be notified, as appropriate, when criminal activity occurs or is suspected. An employee who is found to have violated the ADSA policy will be subjected to disciplinary measures, up to and including termination/ discontinuation from the University. This policy operates under the principle of second chance that encourages the rehabilitation and reintegration of members of staff and students who have been affected by alcohol, drug and substance abuse.

14.0 POLICY IMPLEMENTATION STATEMENTS AND ACTIVITIES

- 14.1 Egerton University shall be pro- active in the prevention of alcohol, drug and substance abuse among employees, students and the neighboring community through the following:
 - 14.1.1 Conduct frequent seminars, workshops and public lectures for employees and students on alcohol, drug and substance abuse.
 - 14.1.2 Encourage guidance and counseling by student peer counselors and staff peer counselors.
 - 14.1.3 Provide more extra curricula activities to avail recreation for students and Employees Wellness Program (EWP)to distract their attention from alcohol and drug indulgence.
 - 14.1.4 Involve the surrounding community groups and leaders in dissemination of information on Alcohol and Drug abuse.
- 14.2 Egerton University shall provide support and treatment to alcohol, drug and substance abuse addicts by recognizing and institutionalizing welfare groups that endeavor to educate and discourage alcohol, drug and substance abuse.
- 14.3 Egerton University shall ensure freedom from discrimination and exclusion of employees and students due to perceived alcohol, drug and substance addiction through:
 - 14.3.1 Fair and equitable treatment for those individuals suffering from ADSA addiction.
 - 14.3.2 Sensitize the university community to be tolerant, accept and support persons who are alcohol and drug abusers without discrimination and stigmatization.
 - 14.3.3 Promote progressive and non- discrimination policies with regard to student academic achievement, employee recruitment, retention, promotion,

training and development and other benefits, in spite of alcohol and drug abuse status.

14.4 Egerton University shall produce information, education and communication materials on alcohol, drug and substance abuse.

14.5 Employee Assistance Programme (EAP)

The university shall establish the employee assistance programme, and appoint a coordinator, who shall coordinate the following activities among others; staff counseling, staff wellness, staff reintegration, relationship management and financial management.

15.0 MONITORING, EVALUATION AND REPORTING ON THE PROGRESS

Continuous monitoring of the implementation of this policy as well as evaluating the quality of workplace programs is important. The University will monitor, evaluate and report on the progress of the ADSA policy through the following:

1. Undertake periodic assessment to determine the status of alcohol, drugs and substance in the University.
2. Monitoring and evaluation shall focus on the following indicators among others;
 - i. Number of employees using alcohol and different types of drugs;
 - ii. Type of problems manifested
 - iii. Percentage of employees using and abusing alcohol and other substances
 - iv. Percentage of employees trained and/or sensitized on ADSA
 - v. Percentage of employees who have quit alcohol and drug use
 - vi. Proportion of employees in need of treatment and rehabilitation
 - vii. Proportion of employees who have actually been taken for treatment and rehabilitation
 - viii. Number of support systems initiated
 - ix. Number of staff who have used the support systems initiated
 - x. Number of staff who are aware of the consequences of ADSA
 - xi. Number of counselors and/or peer educators trained in workplace prevention
 - xii. The cost-benefit analysis of prevention at the workplace.

16.0 BUDGET ALLOCATION

The University Management shall commit to set and avail an annual budget for implementation of this policy. The activities and work plan shall be developed and its implementation coordinated by the ADSA Committee/ Control Unit.

17.0 REVIEW

This policy shall be reviewed every three years or when need arises