

CHAPTER 7 - CONDUCT & PERFORMANCE

SECTION	TITLE	# of Pages
7.1	HR 7.1 Performance Evaluation	1
7.1	HR 7.1 Performance Evaluation Exhibit A	2
7.2	HR 7.2 Inappropriate Behavior	2
7.3	HR 7.3 Discipline	4
7.4	HR 7.4 Hours of Work	3
7.4	HR 7.4 Hours of Work Exhibit A Change Request Form	1
7.4	HR 7.4 Exhibit B - Approval Request Workday Off-Site	1
7.5	HR 7.5 Absence and Tardiness	2
7.6	HR 7.6 Drugs and Alcohol	14
7.6	HR 7.6 Drugs and Alcohol Exhibit A Reasonable Suspicion Checklist	1
7.6	HR 7.6 Drug and Alcohol Exhibit B NIH Commonly Abused Drugs	2
7.7	HR 7.7 Prohibition of Discrimination	7
7.7	HR 7.7 Prohibition of Discrimination Exhibit A Complaint Process	2
7.7	HR 7.7 Prohibition of Discrimination Exhibit A Complaint Process	1
7.8	HR 7.8 Appearance	1
7.9	HR 7.9 Telephone Use, Visitors, and Mail	2
7.10	HR 7.10 Computers, Internet Use, and Electronic Resources	9
7.10	HR 7.10 Computers, Internet Use, and Electronic Resources Exhibit A Acceptance Statement	1
7.11	HR 7.11 Political Activity	1
7.12	HR 7.12 Animals	1
7.13	HR 7.13 Dispute Resolution	1

	HR 7.14 Grievances	1
	HR 7.15 Conscientious employee-whistleblower protection	2
	HR 7.15 Conscientious employee-whistleblower protection Exhibit A Employee Complaint Form	2
	HR 7.16 Social Networking-Media	2
	HR 7.17 Workplace Violence Policy	1