

HHL Leipzig Graduate School of Management Alcohol and Drug Abuse Prevention Policy

1. Introduction and Objective

This policy applies to all members of the HHL Leipzig Graduate School of Management, consisting of the Management (the Dean, the Chancellor), the HHL Leipzig Graduate School of Management staff members (faculty members, academic and administrative staff), enrolled students, adjuncts and external lecturers as well as guests and visitors whose misuse of alcohol and/or other substances affects their overall performance or conduct, when working (anywhere) for the HHL Leipzig Graduate School of Management or when on the School premises.

2. Alcohol and Drug Free Zone

(1) The HHL Leipzig Graduate School of Management is a non-smoking, alcohol and drug free campus.

(2) According to the HHL Leipzig Graduate School of Management House Rules, the consumption of alcohol on the School premises is not allowed, except at approved events, and for employees during working hours. In any case, alcohol should be consumed in a responsible manner, in order to assure personal safety and well-being. Persons appearing to be intoxicated may be refused service.

(3) Any illicit drug use is prohibited, including the manufacture, sale, distribution, dispensation, possession, or use of drugs in the workplace, on campus, or as any part of school activities.

(4) HHL Leipzig Graduate School of Management continually strives to maintain an alcohol and drug-free environment. Any HHL member or visitor believed to be under the influence of alcohol, drugs or other substances and where this is affecting the conduct, performance, relationships, and the health and safety of themselves and/or others (who may be affected by their acts or omissions) may be told to leave the HHL premises. S/he may also be subject to disciplinary action, dismissal, or exclusion from the School premises.

3. Criminal Liability

(1) The misuse of alcohol or drugs does not exonerate individuals from the results of their actions and, consequently, from disciplinary action. Moreover, the HHL Leipzig Graduate School of Management will comply with the German law applicable to alcohol/drug consumption and notify the police, if a HHL member or any other person is found to be in possession of drugs or supplying/producing illegal substances. In particular, Section 323a German Criminal Code [*Strafgesetzbuch/StGB*] applies:

Total Intoxication

(1) Whoever intentionally or negligently get intoxicated with alcoholic beverages or other intoxicants, shall be punished with imprisonment for not more than five years or a fine, if he commits an unlawful act while in this condition and may not be punished because of it because he lacked the capacity to be adjudged guilty due to the intoxication, or this cannot be excluded.

(2) The punishment may not be more severe than the punishment provided for the act which was committed while intoxicated.

(3) The act shall only be prosecuted upon complaint, with authorization or upon request for prosecution if the act committed while intoxicated may only be prosecuted upon complaint, with authorization, or upon request for prosecution.

(2) In addition, with regard to the possession and traffic of narcotic substances, the provisions of the German Narcotics Act [*Betäubungsmittelgesetz*] apply.

4. Assistance

It is in the interest of the HHL Leipzig Graduate School of Management, its staff and students that individuals suffering from illness related to alcohol/substance misuse are identified and encouraged to seek specialist help as early as possible.

(1) Employees who suspect or know that they have an alcohol/substance misuse related problem should seek specialist help voluntarily. Confidential help and support may be obtained from the City of Leipzig, Health Service, Drug Prevention [Gesundheitsamt, Drogenreferat/Suchtprävention, Friedrich-Ebert-Str. 19a, 04109 Leipzig, phone 0341 123-6761] as well as from physicians nearby HHL's campus. The Human Resources Office shall assist the individuals concerned with contacting counsellors or health services in a highly confidential manner. Equally, where an employee believes a colleague may be suffering from an alcohol/substance misuse related problem he/she should encourage his/her colleague to seek help from the departments/persons mentioned above.

(2) Students who suspect or know they have an alcohol/substance misuse related problem should seek specialist help voluntarily. Student Affairs Department shall assist the individuals concerned with contacting counsellors or health services in a highly confidential manner. Equally, where any HHL member believes a student may be suffering from an alcohol/substance misuse related problem he/she should encourage him/her to seek help from the departments/persons mentioned above.

5. Counselling Services

(1) Crisis Counselling: Telefonseelsorge Leipzig. (crisis hotline of the official churches), Tel.: 0800/111 0 111 or 0800/111 0 222 (free of charge).

(2) National addiction and drug hotline: 01805/31 30 31 (14 cents/min. from a German landline) under the auspices of the drug commissioner of the federal government.

(3) Suchtzentrum Leipzig, Möckernsche Straße 3, 04155 Leipzig, Tel: 0341/ 566 2424, Internet: <http://www.suchtzentrum.de/>.

(4) Each city has its own drug counselling centre. An up-to-date list is always to be found at: <http://www.suchtmittel.de>.

6. Reporting and Proceedings in Case of Violation

(1) In the event of a HHL member discovering (suspected) illegal drugs on campus, he/she must immediately contact Student Affairs or the Management of HHL.

(2) Any (suspected) violation of this Alcohol and Drug Abuse Prevention Policy shall be reported to the Management immediately. In case of a suspected criminal act, the Management shall inform the Honor Code Committee, who will jointly agree on the further steps to be taken, and disciplinary as well as criminal proceedings may be initiated.

7. Entry into Force

This Alcohol and Drug Abuse Prevention Policy shall take effect on 01.01.2014 and shall remain in effect until revoked. Requests for amendments of this policy shall be referred to the School's Management.