

Per your request for ORR Personnel Policies, please find the following attachments, from the "EMPLOYEE HANDBOOK - GALVESTON HOUSING AUTHORITY, Revised May 1, 2012."

- Fraternization & Nepotism (handbook page 21)
- Drug Testing Policy – (handbook pages 11 – 13, under Substance Abuse)
- Criminal Background Investigation (handbook pages 4 & 5, under "Employment")

Also, please note the following:

1. The factors that disqualify someone from employment with GHA are also outlined in the pages submitted for "Criminal Background Investigation, - Employment"
2. Although we do not have a "process for checking criminal background of applicants" it is a requirement of all applicants (see pages submitted for "Criminal Background Investigation, - Employment")

"Frequency and procedure" is again, outlined in Drug Testing Policy (handbook pages 11 – 13, under Substance Abuse)