

## **DRUG & ALCOHOL POLICY**

The company, managers, employees and sub-contractors are committed to providing a safe, healthy and productive workplace. The company acknowledges that Alcohol and other Drug abuse can have a severe effect upon employees and sub-contractors abilities to perform safely and effectively and as a consequence endanger themselves, their fellow workers and the public, along with exposing a risk to the company.

All employees and sub-contractors shall not be permitted to perform any task whilst under the influence of Alcohol, Prescription Drugs or any other illegal Drug. The company will stand an employee or sub-contractor down if they are suspected of being under the influence, without pay, until a medical practitioner of our choice has assessed them and have cleared them to return to normal duties. If the driver chooses not to attend then this will be recorded as a positive test.

The company, where practicable, will monitor and appraise drivers prior to commencing work or starting trips. This may involve, for example, breath testing for alcohol and random drug testing and usage of fitness for duty devices. Again, if the driver chooses not to attend then this will be recorded as a positive test.

Employees or sub-contractors shall not use, possess, distribute or sell alcoholic beverages, illicit or non-prescribed drugs or misuse legitimate prescription drugs while on duty at work. An employee or sub-contractor must notify the company if they are taking any prescription medication.

Any employee found operating a vehicle under the influence of alcohol or any illicit drug may be terminated immediately and without notice.

The company will make every endeavour to provide assistance and rehabilitation in the form of reference to medical help or counselling if a company employee or sub-contractor recognises there is a problem with alcohol or drugs.

Signed: ..... Date: .....  
(Employee)

Signed: ..... Date: .....  
(Owner/Director)