
COMPANY DRUGS AND ALCOHOL POLICY STATEMENT

The Company will not tolerate any employee or sub-contractors employee who reports for work under the influence of alcohol or drugs. No employee or contractor shall: -

- Report or endeavour to report for duty having just consumed alcohol or being under the influence of drugs.
- Report for duty in an unfit state owing to the use of alcohol or drugs (including prescribed & over the counter drugs); be in possession of drugs or alcohol or supplying or attempting to supply them in the workplace.
- Consume alcohol or drugs while on duty.
- Use prescribed or over the counter medication without advising the person in charge who may refer to the Company doctor for advice on the effects of the medication.

From time to time, without warning, the Company will appoint a doctor to select a random sample of employees from the workforce to be tested for the presence of drugs or alcohol during working hours. Employees may be screened under the following circumstances: -

- Pre-employment.
- Before commencing work.
- When there is cause to suspect that an employee is under the influence of drugs or alcohol.
- Following any incident where the use of alcohol and / or drugs may have been a factor.
- At the discretion of the company management.

Employees are required to inform management if they suspect a colleague of being under the influence of drugs & alcohol. Refusal to undertake drugs & alcohol tests will be considered a positive result. Accurate & current records will be maintained for all employees.

Any breach of the above will be treated as a disciplinary offence, which will normally result in immediate dismissal.

A handwritten signature in black ink, appearing to be 'Keir Edmonds', written over a horizontal line.

Keir Edmonds, Managing Director
23.04.2018