



## ALCOHOL AND DRUGS POLICY STATEMENT

### 1. INTRODUCTION

This statement sets out the company policy in respect of any employee or contractor whose proper performance of their duties is or may be impaired as a result of drinking alcohol or taking drugs.

The company has taken into account the Transport and Works Act 1992. Provided that employees adhere to the provisions of this Policy they will normally be able to demonstrate compliance with the Act.

All persons concerned are to be made aware of this statement and become familiar with its content.

### 2. POLICY

The company will take all reasonable steps to ensure that employees or contractors are made aware of the contents of this statement, together with the relevant sections of the Transport and Works Act 1992 and the implications therein. Furthermore, as a responsible employer the company will have in place procedures to prevent, in so far as is reasonably practicable, an offence under the Act and a monitoring process to measure the effectiveness of such procedures.

It is a requirement of the company that no employee or contractor shall:

- report or endeavour to report for duty having just consumed alcohol or under the influence of drugs
- report for duty in an unfit state due to the use of alcohol or drugs
- be in possession of drugs of abuse in the workplace
- consume alcohol or drugs whilst on duty

The company will not tolerate any departure from these rules and will take the appropriate disciplinary action in the event of any infringement.


The company has a policy of assistance with the rehabilitation of staff who voluntarily seek help for alcohol or drugs related problems. Such staff must, however, seek disclosure prompted by impending screening will not be acceptable.

A programme of screening will be put in place if required. This includes procedures to:

- detect the use of drugs by both existing and potential employees

- detect the use of alcohol and or drugs by any person(s) involved in a Safety Critical Incident where there are grounds to suspect that the actions of the person(s) led to the incident
- detect the use of alcohol and or drugs where abnormalities of behaviour prompt managerial intervention (which may include a request for screening)

The company will measure the effect of this Policy and the monitoring process following a period of twelve months, at which time its adequacy will be reviewed.

Signature:  ..... Date: 2.10.21 .....

Harold Wylie  
Managing Director