



DRUG AND ALCOHOL STATEMENT

All employees have a duty of care to present for work in a **fit** state, unaffected by the effects of drugs or alcohol.

- All employees must present themselves for work unimpaired by alcohol or drugs, and be properly rested.
- The alcohol limit for all employees at work is 0.00 % B.A.C.
- No employee shall engage in activity prior to his/her shift or working day that will be to the detriment of the safety of their fellow workers.
- Employees will be subject to testing for either drugs or alcohol from time to time or in the event of an incident/accident or if their supervisor has causal evidence of impairment.
- Employees returning a positive reading for either illicit drugs or prescription drugs not prescribed for them or alcohol will be immediately stood down until deemed fit to return to work by their supervisor.
- Employees may face instant dismissal if found to be under the influence of either illicit drugs or alcohol in the following circumstances:
 - Driving / Operating a company vehicle / machine
 - Involved in an incident / accident
- Employees may also be dismissed if they are found to be consuming alcohol or illicit drugs whilst on duty or in possession of illicit drugs whilst on company property or in a company vehicle
- All employees have a duty to notify their supervisor immediately if they are taking any medication which may hinder their ability to work safely or may affect the safety of fellow employees.
- Employees who refuse to submit to a Drug and Alcohol test will have a positive result and a written warning recorded on their personnel file. Employees will be refused entry onto the company property until a negative result for illicit Drugs or Alcohol is produced.
- Employees will be given two opportunities to provide negative readings after a positive result for either illicit drugs or alcohol. Should the employee return a second positive result they may have their employment withdrawn.



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➤ The following disciplinary actions will apply to all employees -

- **First Positive Test for Illicit Drugs**

First and Final Written Warning and employee will be refused access to the company's property or to return to work.

- Second test must be provided within 48 hrs.

- **Second Positive Test for Illicit Drugs**

Employment withdrawn. If second test is negative employee will be permitted to return to work, should the employee return another positive result within 6 months then employment will be withdrawn.

- **First Positive Test for Alcohol**

First and Final Written Warning and employee will be refused access to the company's property or to return to work.

- Second test must be provided within 24 hrs.

- **Second Positive Test for Alcohol**

Employment withdrawn. If Second test is negative employee will be permitted to return to work, should the employee return another positive result within 6 months employment will be withdrawn.

James E Cooper
General Manager

01st July 2009