



## Drugs and Alcohol Policy

1. We are committed to maintaining a healthy, safe and productive working environment for employees. We recognise the impact that drugs and alcohol may have on an individual's ability to work safely and correctly and we aim to ensure a working environment free from the inappropriate use of substances and where employees are able to carry out their duties in a *safe* and efficient manner.
2. The use of drugs or the consumption of alcohol by employees is inappropriate at any time during working hours and before work. If an employee's doctor prescribes drugs that may affect their ability to perform work, the employee must discuss this with their manager.
3. The dispensing, distribution, possession, use, sale or offering to buy controlled drugs or alcohol at work is prohibited. Any such activity (including reasonable suspicion) will be reported to the police. Any employee found to be in breach of these rules will be liable to disciplinary action that may result in dismissal. This will apply whether or not there is any actual threat to health and safety.
4. **Random testing for illegal substances and alcohol**
  - 4.1. We reserve the right to introduce random testing for illegal substances and alcohol.
  - 4.2. When testing for alcohol a trained employee will use a standard breathalyser. When testing for drugs a trained employee will use an oral fluid test device from a Food and Drugs Administration accredited or similar supplier.
  - 4.3. Any refusal to be tested can constitute a breach of contract, which could result in disciplinary action being taken against you.

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Signed:   
Position: Managing Director  
Date: 21.06.2017

Next Review Due: 20.06.2018