



# DRUG & ALCOHOL POLICY

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You must not consume alcohol or illegal drugs within working time or attend work whilst under the influence of alcohol or illegal drugs. The only exception to this is that you are permitted to consume a small amount of alcohol during Company social events.

Where you are prescribed drugs or medication by a registered medical practitioner you should ensure these do not affect your ability safely to undertake your duties.

The Company reserves the right to undertake random alcohol and drug testing in order to fulfil this policy.

Non-compliance with this section will be classed as gross misconduct.

(a) Alcohol and Drug misuse can have a detrimental effect upon your health. It can also adversely affect your work performance and your relationship with colleagues and customers.

(b) It is the Company's policy to:

- Promote a responsible attitude to the consumption of alcohol
- Offer assistance to those employees who require it
- Treat alcohol and drug misuse as a health problem and encourage employees to seek professional help

(c) The Company will treat any absence due to alcohol and drug misuse in the same way as other health problems as long as the employee seeks and obtains professional medical help and maintains the course of treatment that has been advised.

(d) Treat all disclosures in the strictest confidence.

(e) If inadequate work performance, absenteeism or unacceptable behaviour including poor working relationships occur or persist the Company may deal with the issue under the Disciplinary or Capability Policy. If the employee is undergoing medical treatment or assistance with the drink or drug misuse problem then this may be taken into consideration, depending on the severity of the misconduct or incapability problem.

(f) If the employee fails to complete a prescribed course of treatment or have a relapse following treatment, then this may be dealt with under the Company's Disciplinary Policy.

(g) We commit to meet the requirements of NR/L1/OHS/051 (Network safety Drug & Alcohol Policy).

Signed:



Position: Managing Director

Date: 12/01/2024