



## Drug and Alcohol Policy

As an employer we have a duty to ensure so far as is reasonably practicable, the health and safety and welfare at work of all our employees and similarly our employees have a responsibility to themselves and their colleagues.

The use of alcohol and drugs may impair the safe and efficient running of the business and/or the health and safety of our employees.

In the interests of safety for individual employees and other work colleagues, no employee shall:

- Report for or undertake any work activity on behalf of the company whilst under the influence of alcohol or any controlled substance/drugs.
- Misuse, sell or distribute legitimate drugs, either purchased or prescribed for their own use whilst on company premises, client premises or otherwise undertaking company business.
- Use, possess, distribute or sell non-prescribed or illicit controlled substances whilst on company premises, client premises or otherwise undertaking company business.
- Use, possess, distribute, or sell alcoholic beverages, or items containing alcohol whilst on company premises, client premises or otherwise undertaking company business.
- Work with or allow any person employed by the company to work, whom they have reasonable cause to believe is under the influence of alcohol or drugs.

The company reserves the right to carry out searches of possessions, vehicles or other employee property whilst arriving at work, leaving work, or undertaking any other company business. Employee's permission will be sought for this; however, the company reserve the right to involve the police where they consider it necessary.

Failure to comply with the arrangements above constitutes a serious disciplinary offence and appropriate action will be taken against offenders.

Signed:

Mr. Peter Hannafin B.Eng

Managing Director

Dated: 9<sup>th</sup> October 2018