

## Drugs and Alcohol Policy

### Scope

The contractor is aware of the dangers posed by persons under the influence of drugs and alcohol in the workplace.

It is the contractor's policy that workers, sub-contractors and other persons who enter the workplace are not under the influence of drugs or alcohol when they:

- a. Sign on for work
- b. Are on duty; or
- c. Acting on behalf of the contractor

### Purpose

The following are the responsibilities of relevant persons under this policy:

- a. The site supervisor is responsible for:
  - i. The promotion of this policy
  - ii. Ensuring that the requirements of this policy are met within the workplace
  - iii. Assessing whether the workers and sub-contractors are not under the influence of drugs or alcohol and are capable of carrying out their work
- b. Workers and sub-contractors are responsible for:
  - I. Observing the requirements of this policy when performing works for the contractor
  - II. Reporting to work capable and fit to perform works for the contractor

### Accountability

A person is reasonably believed to be under the influence of drugs or alcohol when he or she:

- a) Exhibits erratic, abnormal or unusual behaviour
- b) Has breath that smells of alcohol
- c) Speaks in rapid, irrational or slurred manner
- d) Has bloodshot, glassy, blank, watery eyes
- e) Has an unsteady swaying stance
- f) Walks unsteadily

Any person who wishes to enter the workplace who clearly appear to be under the influence of drugs or alcohol will not be permitted to enter the workplace.

The site supervisor must be informed if any worker or sub-contractor:

- a) Attempts to report to work while under the influence of drugs or alcohol
- b) Is noticed to be working while under the influence of drugs or alcohol

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## Actions

If any worker or sub-contractor enters the workplace who clearly appears to be under the influence of drugs or alcohol, the site supervisor will speak with the concerned worker or sub-contractor to investigate and determine whether there are valid medical or other reasons for the concerned person's behaviour.

- a) Where there are valid reasons, the concerned worker or sub-contractor may be asked to return to work the next working day after being transported home safely
- b) Where there are no valid reasons, the concerned worker or sub-contractor is deemed to have violated this policy and will be investigated accordingly.



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Managing Director

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