



# Accelerated Drainage Services

## ALCOHOL & DRUGS POLICY

The Managing Director is responsible for ensuring the compliance and maintenance of this policy in accordance with the Transport and Works Act 1992. Accelerated Drainage Services has set a target of a minimum of 5% of workers shall have drug and alcohol screening per annum.

Employees should therefore:

- Not present themselves for work if they are unfit, due to alcohol or drugs.
- Not present themselves for work if they have just consumed or taken drink or drugs.
- Not be in possession of drink or drugs in the workplace (including the van).
- Not consume or take drink or drugs whilst at work.

If employees are on prescribed medication or are taking medicines that may make them drowsy, e.g. cold cures, Solpadine, they should advise their Doctor and seek alternatives AND report the fact to the director.

If employees are considered unfit for work, then we, have a legal duty to test their blood, urine or breath for drink or drugs. For the purpose of this policy an unfit state through consumption of alcohol is defined as detection by testing of:

- More than 29 milligram's per 100ml of blood;
- More than 13 microgram's of alcohol in 100ml of breath; or
- More than 39 milligram's of alcohol in 100ml of urine.

This is known as a 'positive result' of an alcohol test. Any traces of illegal drugs, such as Cannabis, Cocaine, Amphetamines, Barbiturates, Methadone's etc. found will be deemed a positive test result.

If proved positive the individual/s will be immediately suspended, removed from the Contract and possibly the Company. Testing will be carried out by Link-Up approved medical providers.

Accelerated Drainage services is not looking to victimise employees who admit to having a drink or drug related problem, and who approach the Company for help and are prepared to undergo an agreed form of treatment. Accelerated Drainage Services offer to assist any employee who voluntarily declares an alcohol or drug related problem. This will provide both confidential support and guidance to employees and their families. If you have or think that you may be developing an alcohol or drug related problem then you must advise the director immediately so that the help procedures can be applied. Disclosure or discovery of a problem prompted by a positive test result or an impending test is not acceptable.

All employees are strongly advised to drink in moderation during the week and preferably leave 12 hours before commencing a shift. Don't forget to take into account any on-call, weekend or night shift work.

Unannounced drug & alcohol testing will be carried out annually on a random selection of staff and operatives and our sub-contractors on a no-notice basis.

All new employees and those existing employees may be required to undertake full screening for drugs and alcohol before employment and Accelerated Drainage Services will not knowingly employ people who are recreational or habitual users of drugs.

A refusal to undertake any of the above tests would be deemed to be a positive result resulting in the same disciplinary action as if tested positive. If you fail to turn up for an arranged test without good reason accepted by the director, you will be considered as having refused the test.

This policy will be reviewed at least annually.

Signed:

A handwritten signature in black ink, appearing to read 'M. Beattie', is written over a faint circular watermark of the company logo.

Martin Beattie : Director

Date: 27<sup>th</sup> October 2021

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