

1. Any misuse or abuse of alcohol or drugs, or substance abuse, presents a serious problem in the workplace. The Company has a responsibility to protect the welfare of all its employees. Employees who drink or take unlawful drugs or 'legal highs', or partake in substance abuse, are at an increased risk of having work accidents, endangering their colleagues, being absent from work, and working less efficiently.
2. The company aims to deal sympathetically with any employees' problems with substance dependency. If however this problem affects the employee's conduct or performance at work, or if any employee who undergoes counselling and rehabilitation later suffers a relapse in conduct and performance they will, after review and evaluation, be dealt with through disciplinary channels.
3. The consumption, possession, purchase or sale of alcohol, drugs or substances for purposes of abuse, on company premises or in Company vehicles is strictly forbidden
4. The drinking of alcohol, taking of drugs or abuse of substances is strictly forbidden immediately before coming to work, or when on call or operational standby. It is also forbidden to still be under the influence during working hours as it not only affects the offenders own Health and Safety, but also that of their colleagues
5. The company has no desire to impinge upon any employee's freedom to consume alcohol out of normal working hours and away from company premises. The company will only deem there to be a problem when an employee's attendance, performance or conduct becomes affected.
6. If an employee's actions while under the influence of drugs or alcohol, both in work and outside of work, brings the company name into disrepute, action will be taken through disciplinary channels.
7. If employees attend social business/client functions outside of working hours and are representing the company, then they are expected to moderate their drinking, and stay well within the legal limit if driving.
8. If contravention of this Policy is suspected, the company reserves the right to escort the employee from its premises for the safety of both themselves and their colleagues.
9. The company reserves the right to carry out random alcohol and drug screening tests on employees in the workplace. A positive test result, or refusal to take the test, will also be viewed as a potential gross misconduct
10. Failure to adhere to the company expectations in this section will result in disciplinary action. Serious violations may be viewed as gross misconduct, resulting in the employee's summary dismissal.
11. Employees, workers or contractors must ensure that they are aware of the side effects of any prescription drugs they may be taking and advise their line leader or a member of the management team immediately, those that may affect work performance or the health and safety of themselves or others e.g. drowsiness.
12. In the case of agency workers or contractors, services may be terminated immediately upon a breach of these conditions.