

APP:09 DRUG AND ALCOHOL POLICY STATEMENT

(Refer MP 36, MP 38)

The misuse of alcohol and other drugs in the workplace has a significant detrimental effect on both employers and employees. Losses in productivity, accidents, absenteeism, lateness and disputes as well as health costs to individuals their families and the community can result from consumption of alcohol and other drugs.

It is the organisation's aim to ensure that no worker and/or other person is put at risk by a worker acting under the influence of alcohol or other drug(s) which may impair that worker's judgement or performance.

To aid in the implementation of this Policy:

- No worker shall present themselves for work or resume duties under the influence of alcohol or any other drug(s) except where the drug is legally prescribed by a registered medical practitioner for the purposes of treating a medical condition.
- During work hours no worker shall ingest, inhale or inject alcohol or any other drug except where the drug is legally prescribed by a registered medical practitioner.
- Where a worker is on prescribed medication which may impair their judgement or performance they must notify their supervisor and they may be required to undertake restricted duties or take personal leave.
- Management shall have the discretion in accordance with risk assessment procedures to permit limited alcohol consumption for events, functions and the like.
- Management may provide appropriate education, information, counselling and instruction to have the workers understand the risks associated with the use and abuse of alcohol and other drugs.
- Workers should refer any alcohol and other drug related safety concerns to their immediate supervisor and or operational manager. If the problem is not resolved they should then report the matter to the People Places and Resources (PPR) Manager.
- Workers are to be made aware of the organisation's drug and alcohol policy statement during the induction process.

SIGNED Glenn Gibson

Glenn Gibson
Chief Executive officer

DATED 04/12/15