

## IM02H Drugs and Alcohol Policy Statement

RJT Excavations Ltd is committed to providing a safe, healthy and productive working environment and to safeguarding the health, safety and welfare of all those affected by its operations. This includes ensuring that everyone working on our projects or in offices is fit to carry out their jobs safely and effectively in a working environment which is free from alcohol and drug misuse. In order to promote an exceptional safety culture and support our commitment to get everyone home safe every day the Company Board has approved the introduction of a Drugs & Alcohol Policy. This policy will be reviewed periodically.

Under this policy:

- The company will comply with current legislation such as the Health and safety at work Act 1974, the Misuse of Drugs Act 1971 and the Transport and Works Act 1992.
- All employees and others working with us are expected to arrive at our workplaces fit to carry out their roles and to be able to perform their duties safely without any limitations due to the use or effects of alcohol or drugs.
- Measures to prevent our employees and others working with us from attending workplaces under the influence of alcohol or illegal drugs will include post incident/for cause and random testing.
- The company will operate a zero-tolerance policy in respect of illegal drugs and will observe the current legal drink drive limit in respect of alcohol.

Those whose ability to work is impaired in any way by reason of the consumption of alcohol or drugs will be removed from the workplace; our employees, subject to investigation, may face disciplinary action. A positive result for drugs or alcohol may also result in disciplinary action. Any employee or others working with us who may be affected by medically prescribed over the counter medicine should report this to their line manager who will provide appropriate guidance and support.

The company may require employees or others working with us to undergo post incident, for cause testing and/or random alcohol or drugs tests by main contractors/clients whilst at our workplaces. Refusal to consent to testing without legitimate reason may constitute a failure to adhere to reasonable instructions under the company's disciplinary procedures and may be treated in the same way as a positive test result.

This Policy reflects industry best practice and its primary purpose is to improve and safeguard the health and safety of the company's employees and those affected by the operations of its business.

This Policy will be reviewed and updated in accordance with current legislation.

Authorised by: 

Position: Managing Director

Date Approved: 10<sup>th</sup> May 2018

Review Date: 26<sup>th</sup> April 2019