



DRUGS AND ALCOHOL POLICY STATEMENT

This policy applies to all persons working for us or on our behalf in any capacity, including employees at all levels, directors, officers, agency workers, seconded workers, volunteers, agents, contractors, and suppliers.

The Company is committed to a healthy, safe, and productive workplace for all employees and as such operates a strict zero tolerance policy of **No Alcohol** and **No Drugs** in the workplace.

The Company recognizes that alcohol, drugs, or other substance abuse by employees may impair their ability to perform properly and will have serious adverse effects on the safety, efficiency and productivity of other employees and the Company as a whole. The misuse of legitimate drugs, or the use, possession, distribution, or sale of illicit or un-prescribed drugs on company business or premises, is strictly prohibited and is grounds for termination.

While this policy refers specifically to alcohol and drugs, it is intended to apply to inhalants and all other forms of substance abuse.

No alcohol or drugs will be tolerated on site. Anyone who presents themselves for work under, or apparently under, the influence of drugs or alcohol will be refused entry to the work place.

The Company recognizes alcohol or drug dependency as a treatable condition. Employees who suspect they have an alcohol or drug dependency are encouraged to seek advice and to follow appropriate treatment promptly before it results in job performance problems. Basildon Occupational Health Department will advise and assist in securing treatment.

No employee with alcohol or drug dependency will be terminated due to the request for help in overcoming that dependency or because of involvement in a rehabilitation effort. However, an employee who has had or is found to have a substance abuse problem will not be permitted to work in designated positions identified by management as being critical to the safety and well-being of employees, the public, or the Company.

For their own safety, that of their workmates and members of the public, any member of staff believing that another member of staff is under the influence of drugs or alcohol should report this immediately to their direct manager.

Drugs supplied by a medical practitioner or chemist may still affect safety performance and the employee's direct manager must be informed of that circumstance.

The Company expects contractor, common carriers, and vendor personnel working at Company premises to comply with its Alcohol and Drug Use Policy. Failure to cooperate with the Company in this regard may result in removal from Company premises and denial of future entry.

Source: *The Health and Safety at Work etc. Act, 1974*
Management of Health and Safety at Work (Amended) Regulations, 2006
Provision and Use of Work Equipment Regulations, 1998

Signed

Dated 5th January 2024

Stephen Gilliland
Director

John Riley
Director

John Gilliland
Director

Daniel Riley
Director