

Drugs and Alcohol Policy

Prepared on: 01 June 2020

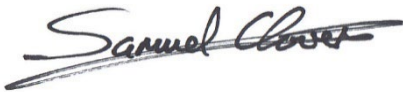
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Reviewed and accepted on behalf of Marisco South Ltd and Marisco Electricals Ltd (the Company) by:



On: 19 March 2024

Samuel Clover, Director

Marisco is committed to providing a safe and healthy working environment for all our employees, contractors and agency staff, customers, visitors and any member of the public affected by our activities.

This includes ensuring that all our workers remain free from the undesirable side effects of drugs or alcohol that may impair their ability to operate safely and competently while at work.

The Company operates a zero-tolerance to any workers taking recreational drugs. We also operate a zero tolerance to drinking alcohol above specified limits immediately prior to, during the working shift, or at any time that involves driving a company-owned vehicle.

Zero tolerance means that offenders will face disciplinary proceedings for gross misconduct, with a view to immediate dismissal without giving notice or making a payment in lieu of notice.

It is important that a worker taking any kind of legitimate therapy medication identifies the potential side effects and refrains from undertaking any task in the workplace that may be adversely affected by them.

As the employer, it is essential we are made aware of any acute or chronic medical condition that requires the taking of any medication that may impair your ability to work safely and competently.

The Company carries out random alcohol tests on employees, as well as asking employees suspected of being under the influence of alcohol to subject themselves to a test.

It is a condition of continuing employment that workers will submit to testing at our expense, whenever we deem it necessary. If a worker refuses to undergo a drugs or alcohol test, the Company will suspend them

and treat the matter as a serious gross misconduct matter to be processed through our disciplinary procedure with a view to dismissing them.

We may ask workers to submit to a test in the following situations:

- During recruitment into the Company;
- Before undertaking a safety-critical task;
- On a random and unannounced selection basis;
- Immediately after an accident at work; and
- When we have grounds to suspect a worker is under the influence of drugs or alcohol based upon their abnormal behaviour, or telltale signs such as smelling alcohol on the breath.

All workers are required to support this policy by:

- Participating in alcohol or drug screening when requested by a Marisco manager
- Advising HR about any alcohol or drug-related problem they have or think they may be developing
- Telling HR about any prescription or over-the-counter medication they are taking which may affect their ability to work safely.
- Not coming to work in an unfit state because they have consumed alcohol or taken medications, recreational substances or illegal drugs.
- Not possessing or supplying any recreational substances or illegal drugs in the while at work or while driving a Company vehicle.
- Not drinking any alcohol or taking any recreational substances or illegal drugs before reporting for work, during the working shift or while driving a company vehicle.

The following limits are used to define a positive test being recorded in the sample provided:

- More than 35 micrograms of alcohol per 100 millilitres of breath.
- More than 107 milligrams of alcohol per 100 millilitres of urine.
- More than 80 milligrams of alcohol per 100 millilitres of blood.
- If there is a presence of an illegal drug.
- If there is a presence of a drug for which there is no legitimate medical reason.
- A refusal to provide a screening sample when requested.

Staff will face disciplinary action if:

- Screening returns a positive result
- They fail to notify their Line Manager of their use of over-the-counter medication that may affect their ability to work safely or which may influence the result of screening.
- They refuse to provide a screening sample, and
- They provide an adulterated/diluted sample.

Where any manager or worker suspects someone is under the influence of alcohol or drugs, they should:

- Firstly, attempt to put measures in place to stop the affected individual from harming themselves or others in the workplace. Exercise due care to look after their own safety, as people challenged under the influence can often become aggressive and violent.
- Contact a first aider because the person may have an underlying medical condition, such as diabetes, and be in hypoglycemic or hyperglycemic shock, to explain their unusual behaviour. Never give a sugary drink if you are not sure which one it is. They will need medical attention to resolve it.
- Contact a manager immediately to deal with the developing situation.
- The last thing you should do is ignore the situation. If someone is irresponsible enough to allow themselves to become inebriated, or they have taken medically prescribed drugs that are affecting their behaviour or coordination, they are putting other people at risk of harm, as well as themselves, by remaining at work. If their condition is caused by genuine medical reasons, then ignoring their plight may lead to further medical complications and possibly become fatal in the worst-case scenario.

As employers, we reserve the right to conduct searches for alcohol or drugs, including, but not limited to, searches of lockers, filing cabinets and desks, packages sent to our address and company vehicles. Any alcohol or drugs found because of a search will be confiscated and action may be taken under the normal disciplinary procedure.

Marisco understands alcohol and drug dependency requires social and welfare support. We will support employees where we can. The restraint Marisco has is we require all our workers to be aware of the higher hazards and risks that exist on construction sites. This severely limits our ability to retain the services of any worker with a drug or alcohol dependency because we have no assurance that they will not endanger themselves or others by presenting for work under the influence of drugs or alcohol.