

ALCOHOL AND DRUGS POLICY

The company recognises the potential dangers of alcohol, drug and solvent misuse known as substance misuse to both the individual and the company.

The company aims to prevent wherever possible alcohol, drug and solvent misuse amongst employees and to detect at an early stage employees with problems.

The company aims to prevent misuse and will offer assistance such as counselling or leave of absence if required for treatment.

Employees must not use, possess, conceal, transport, promote or sell prohibited substances whilst on company premises, in company vehicles, on client premises or on site.

Employees must not consume alcohol in the office, on site or in company vehicles.

Employees must not report for work under the influence of alcohol or other drugs.

'Under the influence' means that there is a sufficient amount of the substance in the employees system to produce a positive result from a medical test or breathalyser unit and/or that the employee shows erratic or abnormal behaviour likely to pose a risk to others or to interfere with the performance of their duties.

Substance includes the use of illegal drugs the misuse of legal drugs, solvents or alcohol.

This policy will be reviewed annually.

Signed:.....

G. Gallagher

Managing Director

Date:.....*5/6/17*

Next Review: June 2018

