

	<b>Drugs &amp; Alcohol Policy</b>	Ref:	<b>POL/06</b>
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## DRUGS AND ALCOHOL POLICY

This statement sets out the company policy in respect of any employee or contractor whose proper performance of their duties is or may be impaired as a result of drinking alcohol, taking drugs of abuse or medication either prescribed by a medical practitioner or purchased over the counter. It is supported by the Rule Book, Railway Group Standard on alcohol and drugs, related codes of practice and guidelines

The company has taken into account the Transport and Works Act 1992. (Provided that demonstrates compliance with the Act).

The company will ensure that employees or contractors are made aware of the contents of this statement, together with the relevant sections of the Transport and Works Act 1992 and the implications therein. Furthermore, as a responsible employer, the company will have in place procedures to prevent, in so far as is reasonably practicable, an offence under the Act. This will be achieved through a policy of pre employment alcohol and drugs screening and random unannounced drugs & alcohol testing by selecting 5% of the workforce at random for a drugs & alcohol test on an annual basis.

The company shall undertake “for cause” drug & alcohol testing where there are reasonable grounds to suspect that safety has been compromised through the consumption of drugs or alcohol. Such a person shall not be allowed to resume work until the result of the drugs & alcohol test are known.

It is a requirement of the company that no employee or contractor shall:

- Report or endeavour to report for duty having just consumed alcohol or under the influence of drugs of abuse or medication either prescribed by a medical practitioner or purchased over the counter.
- Report for duty in an unfit state due to the use of alcohol, drugs of abuse or medication either prescribed by a medical practitioner or purchased over the counter.
- Be in possession of drugs of abuse in the workplace.
- Consume alcohol or drugs of abuse whilst on duty.

Should you encounter changes to your medical condition or are taking ANY medication, this must be reported to the company.

The company will not tolerate any departure from these rules and will take the appropriate disciplinary action, which would normally lead to dismissal in the event of any infringement. Refusal to participate will be treated as a POSITIVE result.

May 2011



Signed: \_\_\_\_\_

**Managing Director**