

DRUG AND ALCOHOL POLICY

XYZ Company is committed to providing a work environment for its workers, clients and visitors that is safe and without risks to health and safety. The misuse or abuse of alcohol and other drugs represents a significant problem to both employers and employees in terms of workplace incidents/near misses, absenteeism and other individual costs.

Objective

A work environment in which the safety and performance of workers is not adversely affected by the use of alcohol or other drugs.

Policy

Workers must not perform work duties under the influence of alcohol or any other drug, except where the drug is legally prescribed by a registered medical practitioner for the purposes of treating a medical condition.

Work duties include:

- Presenting at the workplace or off-site job
- Operating plant or equipment
- Use of company vehicles

Where a worker is on prescribed medication that may impair their judgement or performance, they must notify their supervisor and work will be modified to accommodate impairment.

On occasion, XYZ Company will host social functions, where the Managing Director may permit limited alcohol consumption.

Where a worker presents for duty and appears not to be in a fit state to carry out their normal duties XYZ Company reserves the right to remove the worker from the work site and seek advice from a medical practitioner on the employee's fitness for duty.

Supervisors and workers are obliged to ensure that no person commences or continues duty if that person appears affected by alcohol, illegal drugs or medication that may lead to a health and safety risk.

Confidentiality is to be strictly observed in these matters.

A breach of this policy will lead to disciplinary action and may result in the termination of employment.

For more OHS Policies and Work Method Statements visit our website, <http://www.safetyculture.com.au>

Managing Director: _____ **Date:** ___/___/___

References:

WHS Act and Regulations 2011

SafeWork Australia (2011) How to Manage Work Health and Safety Risks: Code of Practice

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