



## Drug & Alcohol Policy

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## **SUBSTANCE MISUSE**

### **1. ABOUT THIS POLICY**

1.1 Cupaz does not wish to interfere with the personal life of employees or sub-contractors or reduce their social activities. However it should be understood that Cupaz has responsibility for the health, safety and welfare of all persons employed.

1.2 The physical and psychological effects of alcohol and drugs may be detrimental to the health and safety of others.

### **2. THE POLICY**

2.1 The following rules apply:

(a) The use or misuse of alcohol and drugs is prohibited, this includes drinking alcohol during meal breaks.

(b) Whilst working for Cupaz, Employees and Sub-Contractors must be in a fit condition, free from traces of illegal drugs and below the Company alcohol limit (blood alcohol concentration of 0.8%).

(c) Any Person who arrives for work smelling of alcohol and/or there is a reason to believe that they may be under the influence of alcohol and drugs, or if they are involved in an accident or a dangerous occurrence, where it is thought that alcohol or drugs may have been a contributing factor, the Employee could face disciplinary action which may result in the Employee's employment being terminated without notice and Sub-Contractors being removed from site and Cupaz Approved Contractor List.

(d) Cupaz may, should they think it is necessary to do so, carry out random testing of Employees and/or Sub-Contractors.

(e) Cupaz reserves the right to immediately remove from site any Employee or Sub-Contractor who appears to be under the influence of alcohol or drugs.

(f) If an Employee knows that they already have a problem with drug or alcohol abuse they should immediately inform their designated Manager, or any other person of appropriate authority. Cupaz will try to assist the Employee as far as is reasonably possible. The Employee will be encouraged to seek assistance through an appropriate agency. However, if there are further relapses then the Employee's employment may be terminated.