



# Drugs and Alcohol Policy Statement

## Introduction

Drugs, alcohol and substance abuse can affect individual behaviour including the ability to concentrate, maintain reaction speeds, ability to judge distance, short-term memory, decision-making and the ability to perform everyday activities.

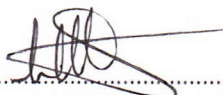
The aim of this policy is to balance respect for individual privacy with the need to maintain a safe, secure and productive environment. We encourage any individual who uses illegal drugs, misuses prescribed drugs or abuses other substances, medications or alcohol to seek help with overcoming their problem.

## General Policy Statement

Sun Traffic Ltd will take appropriate steps and this will include Random Drug and Alcohol Testing, to ensure that none of our employees or subcontractors' employees:

- Report or try to report for work having taken drugs which affect their ability to work safely
- Report or try to report for work when their behaviour gives cause to suspect that they are unfit for work through the effects of drugs or alcohol
- Are in possession of drugs of abuse or alcohol in the workplace
- Consume alcohol or take drugs of abuse whilst at work
- Refuse to comply with Alcohol and Drugs Testing.

Any person found breaking these rules will be isolated from the work activity and tested. In the event of any breach of this policy or as a result of taking drugs (illegally, prescribed or self-medicated) or alcohol consumption, the normal disciplinary procedures will apply. This could result in termination of employment or contractual services for the first offence. A refusal without reasonable grounds, to undergo testing for drugs or alcohol, will be considered as if a positive result had been attained.

Signature  ..... Date 2/7/18 .....

Position Director .....

The policy is reviewed on a periodic basis.