

Drugs and Alcohol Policy

It is a criminal offence to be unfit through drugs or alcohol while doing work that is designated as safety critical. At Adroit, we have a zero-tolerance approach to any drug and alcohol misuse which we may monitor with drug and alcohol testing and strict disciplinary action. We believe drug and alcohol misuse is unacceptable under any work-related circumstances.

Due to the nature of our employees work and the services that are offered to clients, we have a ZERO tolerance policy towards drug and alcohol. Subject to the Health and Safety at Work Act 1974, it is our responsibility to ensure the safety of all of our employees as well as protecting individuals such as clients, contractors and sub-contractors who are/ could be affected by your work.

Our policy objectives are fundamental to your safety driving to a project, on site and operating machinery.

This policy obeys the Road Traffic Act 1998 [RTA 1998] legislation where it is unlawful to drive under the influence.

- In no circumstances will we tolerate an employee arriving at work or on site under the influence of alcohol and/or drugs. In the event of this happening, a formal disciplinary hearing will be actioned, that may result in dismissal from the company.
- If an employee is caught and fined under section 4 of the RTA 1998 for drink or drug driving offences, they will face an instant dismissal from Adroit Utilities. In the event of involvement of a RTA, the company reserves the right to have the driver of a company vehicle tested.
- If you suspect another employee is drink or drug driving during working hours, or at any time which subsequently means they are not fit for work, you **MUST** inform your immediate line manager as your own safety could be compromised.
- All matters involving drugs and alcohol will be dealt with in an efficient, accurate and confidential manner.
- If you are subject to a disciplinary hearing due to drugs and alcohol at work, you may refer to Adroit Utilities disciplinary procedures for guidance.
- The company maintains the right to undertake mandatory random testing for drink or drugs.

This Policy is endorsed by Senior management and signed on behalf of Adroit Utilities by

Name: Guy Bartlett

Signature: *G Bartlett*

Position: Director

Date: 31st May 2022

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