

TOOLBOX TALK

Drugs and Alcohol

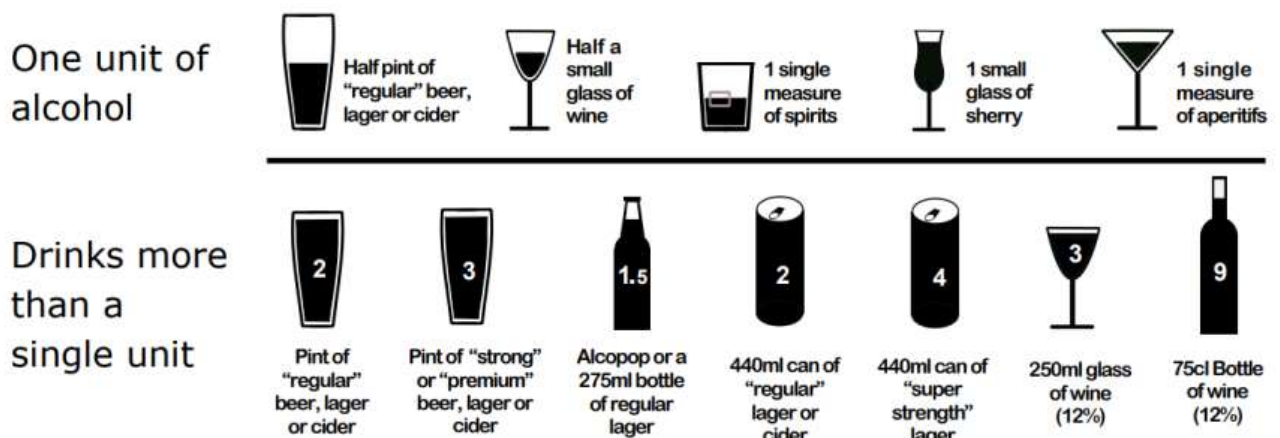
The misuse of drugs or alcohol by individuals can lead to an increased risk of accidents or incidents. This toolbox talk will outline the risks associated with drug and alcohol use and what Home Decor's policy is in relation to this.

Alcohol

- In a high-risk construction industry, alcohol and work are not compatible. Many fatal workplace accidents have been alcohol related.
- If you are found to be intoxicated with drink you will not be allowed on site. You may end up losing your job.
- Do not get drunk the night before and expect to work safely on site the next day.
- Alcohol takes time to work out of your system. It takes around one hour for your liver to process one unit of alcohol and for the alcohol to leave your body.
- A pint of 4% alcohol beer equals 2.3 units. Readily available guidance recommends not drinking more than 14 units per week (two units per day).



Alcohol unit reference



What effect can alcohol have on you?

- Alcohol is a depressant drug which negatively depresses parts of the brain function.
- Alcohol causes blurred vision, slower reaction times and impaired memory.
- When working on site, you require all your brain functions to remain focussed, stay alert and save you and others from injury and harm.

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Drugs

- You are far more likely to have an accident on site when under the influence of drugs.
- All drugs, including those described as 'legal highs', can affect your ability to work safely.
- Even drugs prescribed by your doctor or purchased over the counter could make you unfit for work. Always check with your doctor if you are fit to work when taking any prescription medication.
- There are some legal substances which may affect performance at work. These include (but are not limited to):
 - Antidepressants
 - Sleeping pills
 - Tranquilisers
 - Antihistamines and medicines for coughs or colds where these are used at more than legitimate usage levels, as prescribed.



There are no acceptable levels of drugs in the workplace other than those prescribed by a doctor or obtained from a pharmacist where these are used in accordance with legitimate usage levels and do not affect performance at work.

What effect can drugs have on you?

- Drugs can affect your ability to work safely.
- Some effects of drugs are slow reaction times, clumsiness, poor decision making and distorted vision.

What are the signs of somebody who is on drugs?

- Signs to look for are: watery eyes, pinpoint or dilated pupils, running nose, constant sniffing, tight lips, sores, ulcers, trembling, fatigue and irritability.

Housebuilders policy:

- Most housebuilders have a drugs and alcohol policy, in which they outline their commitment to providing a safe and healthy working environment for all employees and individuals affected by their site activities.
- Their commitment is to ensure, so far as is reasonably practicable, that the health, safety or condition of any person or property is not adversely affected through the misuse of drugs or alcohol.
- Some housebuilders may operate random drugs and alcohol testing, as part of their drugs and alcohol policy. Operatives who have failed a test will be suspended from site by the Site Manager. Depending on the housebuilders policy, they may not be able to return to work on any of their sites.



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Home Decor's policy on alcohol, drugs and substance abuse:

Our policy is that the working environment is to be free from the influence of alcohol and drugs:

- To ensure your health and safety as well as the health and safety of those with whom you come into contact.
- To maintain the efficient and effective operation of our business.
- To ensure that our customers receive the best service/product from us.

You must not:

- Report or try to report for work when unfit due to the influence of alcohol, drugs (whether illegal or not) or substance abuse. Whether you are unfit for work is a decision to be made by your Supervisor/Manager.
- Be in possession of alcohol or illegal drugs (including but not limited to heroin, cocaine, ecstasy, amphetamines and cannabis/marijuana) in the workplace.
- Consume alcohol or use illegal drugs or abuse any substance while at work.

Possession of / dealing in illegal drugs:

Possession of or dealing in illegal drugs on company premises will, without exception, be reported to the police.



- If you know someone is under the influence of alcohol or drugs, notify your Regional Installation Manager or Site Manager immediately, to resolve the problem before someone gets hurt.
- If you get offered drugs, or alcohol, while at work, say no, you would rather work safely!
- Drugs and work do not mix. Do not let it become a problem!
- If you have any questions, or concerns, then please contact your Regional Installation Manager.



**No alcohol or
drugs to be
consumed**