

Statewide Geotechnical (Aust) Pty Ltd

Drug and Alcohol Policy

Drug and Alcohol Policy

This policy outlines:

- Our commitment to maintaining a safe and healthy workplace by minimizing the risks to the health and safety of all workers, contractors, and visitors.
- Our commitment to complying with the Occupational Health and Safety Act 2004 (Vic) and the Occupational Health and Safety Regulations 2017.
- Our approach to managing drug and alcohol use and its effects in the workplace.

This policy applies to all individuals at Statewide Geotechnical (Aust) Pty Ltd.

Drug and Alcohol Use

The use of drugs and alcohol can impair a person's ability to work safely, creating risks to both individual and workplace health and safety.

- **Alcohol and Drug Consumption:** No person is permitted to consume alcohol or use drugs at this workplace, except for legitimate medical reasons. If prescribed medication could affect your behavior or impair your ability to work safely, you must notify your supervisor. In such cases, your supervisor may assign you alternative duties while you are taking the medication.
- **Supervisor Actions:** If a manager or supervisor has reasonable grounds to believe that an employee is unable to perform their duties safely or poses a risk to others due to the effects of drugs or alcohol, they will ensure that the individual is safely removed from the workplace.
- **Personal Responsibility:** Each employee is responsible for ensuring they are not impaired by drugs or alcohol to the extent that it endangers their own safety or the safety of others. If, after consuming alcohol or drugs during personal time, you are still impaired when reporting for work, you must refrain from working and notify your supervisor. The supervisor may assign alternative duties or arrange for your safe removal from the workplace.

Risk Management and Consultation

Statewide Geotechnical (Aust) Pty Ltd will identify any workplace factors that may contribute to drug or alcohol use and apply the hazard management process to either eliminate or control the associated risks.

We will consult with workers, work health and safety representatives, and the director regarding this issue to ensure ongoing safety and compliance.

Policy Enforcement

Any individual found to be in breach of this policy may face the following actions, depending on the severity of the violation:

1. **Formal Warning**
 2. **Encouragement to Seek Treatment**
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3. **Suspension**
4. **Dismissal**

Training and Information

Statewide Geotechnical (Aust) Pty Ltd is committed to providing regular training and information on the effects of drug and alcohol use on both personal and workplace health and safety, as well as the components of this policy. This will help ensure all employees are fully informed and compliant with the policy.