



COMPANY POLICY - ALCOHOL/DRUGS AT WORK

DRINKING / DRUGS AS MISCONDUCT

The general duties imposed by the Health and Safety at Work Act 1974, under Section 2 for the protection of employees and under Section 3 for the protection of those not in the employment of the employer, impose an obligation on the employer to ensure that no employee is allowed to be at work and thus endanger others, while under the influence of alcohol or drugs

Employees who are under the influence of alcohol or drugs while at work may well be in breach of the duty which is imposed by Section 7 of the Health and Safety at Work Act 1974, to take care for themselves and for others while they are at work.

Additionally, a criminal offence will be caused if employers or employees drive a vehicle whilst under the influence of drink (or drugs) and above the legal limit. Such persons should also be aware that they could remain over the legal limit until the morning following drinking (drug use) the previous evening.

Employees should therefore be encouraged to have a sensible attitude to social drinking and be prohibited from drinking during work breaks. Anyone contravening this Company's policy on the above, which is briefly summarised as follows, will render themselves liable to instant dismissal.

- 1 Driving whilst under the influence of alcohol (or drugs) is dangerous and to be above the legal limit is a criminal offence.
- 2 Drinking alcohol (or using drugs) whilst on duty is prohibited.
- 3 Drinking alcohol (or using drugs) during work breaks is prohibited.
- 4 Alcohol (or drugs) will not be provided when entertaining Company Clients on Company premises.
- 5 Working whilst under the influence of alcohol (or drugs) is dangerous and is an offence under the Health and Safety at Work Act 1974.
- 6 Disciplinary action will be taken against employees not acting in accordance with this Company Policy.