

## Construction Catering Services Drugs & Alcohol Policy

### Background:

Construction Catering Services is committed to educating and safeguarding our employees and the public from the risks associated with alcohol, drugs and other substance abuse. As such, this policy aims not only to comply with legislation requirements, but ensures that all CCS employees and suppliers are aware of our zero tolerance to the use or possession of alcohol, drugs or abuse of other substances in our workplace.

### CCS Drugs & Alcohol Policy:

CCS prohibits its employees and suppliers carrying out work at any location from:

- drinking alcohol, consuming drugs or abusing any other substances
- being under the influence of alcohol, drugs or abused any other substance
- possessing alcohol, drugs or any other substances to be abused.
- failing to inform CCS of any prescribed medication that can affect work
- confirming with their doctor that any prescribed medication would not affect work
- encouraging others in the workplace to drink alcohol, consume drugs or abuse any other substances
- permitting others in the workplace to drink alcohol, consume drugs or abuse any other substance
- selling, or trading with others in the workplace to drink alcohol, consume drugs or abuse any other substance

CCS conducts screening<sup>1</sup>, both unannounced and by random selection on potential employees, employees and suppliers to support our Drugs & Alcohol Policy. Additional screening is also carried out if an employee or supplier exhibits uncharacteristic behaviour or if an incident warrants further investigation.

While CCS will endeavour to help any employee who freely seeks help with alcohol and substance abuse, this does not apply to those with a problem disclosed by a screening or prompted by an imminent screening.

*CCS regards the contravention of this Drug & Alcohol Policy as a gross misconduct. As such an employee will be immediately subjected to disciplinary action.*

Dylan Amlot

Managing Director/Ethical Trade Director

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<sup>1</sup> The screening will be used to detect the use of alcohol/drugs/abuse of substances. The screening will detect blood alcohol levels above 29mg/100ml/ traces of drugs in urine, breath and other samples.