

DRUG AND ALCOHOL POLICY

The consumption of alcohol and use of drugs can adversely affect the performance of individuals and consequently have an impact on safety and health, which may increase risk to individuals or others.

It is therefore the responsibility of all employees to:

- Comply with The Misuse of Drugs Act 1971 and the Transport and Works Act 1992.
- Not knowingly report for work under the influence of alcohol or drugs, nor to consume them whilst at work, or permit any other employee or individual acting on behalf of the Company to do so.
- Report any person known to be, or strongly suspected of being, affected by alcohol or drugs to the Managing Director or Police where it is considered that other persons may be at risk such as driving vehicles or operating machinery.

It must be noted that symptoms suggesting that a person is under the influence of alcohol or drugs may be created by other conditions, e.g. heat exhaustion, hypothermia, diabetes, etc.

The individual concerned may also be affected by legitimate medication prescribed by a doctor. These conditions may still require the person to be removed from the work location for safety reasons and if there is any doubt as to the individual's condition or cause of their condition, medical advice shall be sought immediately.

The unauthorised consumption or introduction of alcohol, or the introduction or taking of illegal substances whilst working on behalf of Brilliant Hygiene Services Ltd is strictly prohibited and will be treated as gross misconduct for which those concerned will be dismissed from employment.

Drug and alcohol testing may be carried out where deemed necessary and may also form part of the terms and conditions of contracts with our clients, which may also be carried out on a random basis.

Employees shall be informed where this situation applies.

This policy is aimed at creating the best working environment for all employees, and whilst the Company will continue to provide training and guidance to Managers and employees, it is vital that everyone plays a part in making this policy effective.

Signed:

Managing Director

February 2018