



Drugs and Alcohol Policy Statement

January 2022



DRUGS AND ALCOHOL POLICY STATEMENT

Introduction

This statement sets out MacInnes Brothers Ltd policy in respect of any employee or contractor employed directly by MacInnes Brothers Ltd whose proper performance of their duties is or may be impaired as a result of drinking alcohol or taking drugs.

MacInnes Brothers Ltd has taken into account the Transport and Works Act 1992 and provided that employees adhere to the provisions of this Policy they will normally be able to demonstrate compliance with this Act.

All persons concerned are to be made aware of this statement and become familiar with its content.

Policy

MacInnes Brother Ltd will ensure that employees or contractors are made aware of the contents of this statement, together with the relevant sections of the Transport and Works Act 1992 and the implications thereof. Furthermore, as a responsible employer MacInnes Brothers Ltd will have in place procedures to prevent, in so far as is reasonably practicable, an offence under the Act and a monitoring process to measure the effectiveness of such procedures.

It is a requirement of MacInnes Brothers Ltd that no employee or contractor shall:

- Report or endeavour to report for duty or be on duty whilst under the influence of alcohol or drugs.
- Report for duty in an unfit state due to the use of alcohol or drugs.
- Be in possession of drugs of abuse in the workplace.
- Consume alcohol or drugs whilst on duty or in the workplace.

MacInnes Brothers Ltd will not tolerate any departure from these rules and will take the appropriate disciplinary action in the event of any infringement, which could also lead to criminal proceedings.

MacInnes Brothers Ltd will assist with the rehabilitation of staff who voluntarily seeks help for alcohol or drug related problems. Such staff must, however, seek assistance at the earliest possible opportunity – subsequent discovery or a disclosure prompted by impending screening will not be acceptable.

Signed:

A handwritten signature in blue ink, appearing to be 'A. J. O.', is written over a horizontal line.

Managing Director

Date: 18.01.2022