

## **Drugs and Alcohol Policy**

The purpose of the policy is to clearly establish accepted limits to which all persons under the current employment of Modus Utilities Limited must comply with and the system of measurement of individuals against these limits:

- Drugs - For all recognised non-prescribed drugs, limits have been set that account for the identification of traces that are found in some foods/drinks;
- Alcohol – The limit is 80 milligrams of alcohol per 100 milliliters of blood, 35 micrograms per 100 milliliters of breath or 107 milligrams per 100 milliliters of urine.

It is the requirement of Modus Utilities Limited that no employee or contractor shall:

- Knowingly report for work under the influence of non-prescribed drugs or excess alcohol.
- Not use, sell, possess, be under the influence or be impaired using opiates, cocaine, marijuana, heroin, amphetamines, solvents, tranquillisers, non-prescribed medication or any other drugs for non-medical reasons, whilst on Company premises and work sites or whilst on Company business.
- Not consume alcohol whilst at work (to include rest breaks within any working day) or within any company boundaries.

Modus Utilities Limited will carry out drug and alcohol screening of individuals in the following circumstances:

- During Induction; and
- For-cause; and
- Post incident; and
- Random - Annually.

Employees found to be selling or in possession of any illegal substance will be reported to the police without exception as these are classed as criminal offences under the Misuse of Drugs Act 1971.

In cases where an employee admits to having an alcohol or drug dependency before it becomes a serious misconduct issue, the Company will be understanding and will be prepared to offer confidential support and assistance to help them resolve the problem. However, this support and assistance will be strictly conditional upon the employee committing to an on-going process of counselling/treatment in accordance with medical advice and striving to become medically fit to return to substantive work within a reasonable timescale. The employee will also have to accept that the Company will need to monitor the situation and may take reasonable steps in doing so.

Individuals may maintain the right to refuse any such screening although this will result in consideration of disciplinary action under the Company's Disciplinary Procedure.

Any breaches of conduct related to drugs and alcohol will result in the individual being subject to disciplinary procedures, which may result in dismissal.

In the case of contractors, this may result in instant removal from the Company's operation.

All personnel must be familiar with the requirements of this Drugs and Alcohol policy and abide with the contents.

All personnel must understand the requirements of this drugs and alcohol policy and abide with the contents.

This policy will be reviewed annually and is available to interested parties on request.



John Cahill

Managing Director

Modus Utilities Limited

Reviewed and updated: 3<sup>rd</sup> January 2023

Next review. January 2024