

CORPORATE POLICIES

Fitness for Work & Alcohol & Drug

M/CONSTRUCTION

A DIVISION OF M/GROUP

M/Construction is committed to safeguarding its employees, customers, assets, business reputation and the environment from damage or accidents resulting from the influences of drug and alcohol misuse and hazards associated with stress and fatigue in the workplace.

Consistent with this M/Construction will:

- Inform and educate employees on the potential impacts of medication, illicit drugs, alcohol, fatigue and other issues relating to general well-being and work performance.
- Prohibit the possession or consumption of illicit drugs or unauthorised use of alcohol on company premises or sites.
- Provide supervisory personnel with the ability to identify persons at risk and recognise that fatigue, use of illicit drugs or the misuse of alcohol may be symptoms of other underlying issues.
- Promote and implement employee lifestyle and wellness programs to pro- actively manage potential health risks.
- Monitor fatigue levels and hours of work, implementing appropriate management programs. Wherever practical our employees will not work in excess of 12 hours per day.
- Communicate this policy and the methods to access appropriate assistance for any issue that may impact fitness for work through inductions.

- Implement processes to ensure employees maintain zero blood alcohol and zero levels of illicit drugs whilst at work.
- Provide assistance and counselling services for the benefit of all project personnel.
- Where an employee returns a positive result, their suitability for continued employment will be re-assessed which may involve disciplinary action or immediate dismissal.

This policy applies to all M/Construction employees and visitors on the company's premises. M/Construction reserves the right to discipline any employee found to be in breach of this policy.

Signed: _____


Michael Read—Director

Dated: 1st March 2020

Document Location	Revision	Revision Date	Review Date
Z:\1. Company Policies & Procedures\2. Corporate Policies & Procedures \Corporate Policies\MCP01-05.Fitness for Work Policy & Alcohol & Drug Policy	5	October 2019	October 2020