

## Alcohol and Drugs Policy

It is the aim of GSH Waste Recycling Limited is to ensure that all employees and sub-contractors are made aware of the contents of this policy, along with the relevant sections of the Transport and Works Act 1992, and the implications therein.

In so far as is reasonably practicable, procedures are in place to prevent any offence under the Act.

The following shall constitute instances of drug or substance misuse:

- The use of prohibited drugs as defined in the Misuse of Drugs Act 1971
- The abuse of prescribed drugs, proprietary medicines or other substances
- The use of medication, prescribed by a doctor or advised by a pharmacist which would affect work.
- The consumption of alcohol

It is a requirement that no employee or sub-contractor shall:

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

Any departure from these rules will not be tolerated, and the appropriate action will be taken in the event of any infringement. Action may also be taken if help is refused and/or impaired performance continues, or in cases of gross misconduct.

Any disclosure shall be treated in the strictest confidence, subject to the provisions of current legislation. It is accepted that relapses may occur, and any absence for treatment and rehabilitation shall be recorded as normal sickness.

The operations of the company and this policy will be reviewed at regular intervals or in light of changing company circumstances, and procedures. These changes will be brought to the attention of employees and others whose circumstance may be affected by such changes.

Signed



Date

26/6/2021

Stephen Grundy  
Managing Director  
GSH Waste Recycling Ltd