



POLICY STATEMENT

DRUGS AND ALCOHOL

To meet our obligation under State and Federal law **RIGHT CHOICE GROUP P/L** is committed to ensuring that our personnel are not exposed to the risks inherent with substance abuse in the workplace.

Drugs, for the purpose of this policy, are any substances whether prescribed, legal or illegal, which have the potential to impair, alter otherwise affect a person's ability to safely perform their work tasks. Alcohol, for the purpose of this policy, is any substances whether prescribed, legal or illegal, which have the potential to impair, alter otherwise affect a person's ability to safely perform their work tasks.

It shall be clear and understood that the following information outlines **RIGHT CHOICE GROUP P/L** policy and it will be strictly enforced.

- Employees must not attend work if they have illicit Drugs or Alcohol in their system.
- Employees must not attend work whilst adversely affected by any type of Drug or Alcohol.
- Employees must not carry or use Drugs or Alcohol while at work.
(Possession and use of legally prescribed drugs must be reported to the company prior to commencing work.)
- Employees must not operate company owned, leased or rented vehicles and / or equipment and machinery whilst under the influence of illicit Drugs and Alcohol.

RIGHT CHOICE GROUP P/L will not, under any circumstance support, sponsor or provide Drugs or Alcohol for consumption in the workplace.

Where **RIGHT CHOICE GROUP P/L** provides alcohol for entertainment functions, at approved venues a company officer will be appointed to the task of monitoring and supervising the consumption of alcohol. Employees freely consuming alcohol at such a function, to unsafe limits, shall be obligated to surrender the keys to their vehicle, and **RIGHT CHOICE GROUP P/L** shall organise alternative transport arrangements for them to return home safely.

Violation of any part of this policy may result in instant dismissal of the offending employee therefore we reserve the right to dismiss an employee who is found to have breached this policy.

Anton McDougall – Managing Director

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