

DRUGS AND ALCOHOL AT WORK

Haines Construction (Southern) Ltd understands that whilst most people who drink alcohol do so in moderation and with sensible regard for the consequences, there is a significant minority who's drinking brings harm to their own lives or the lives of family, friends and colleagues. Similarly, the use of drugs for non-medical reasons can disrupt such relationships and may be illegal.

Haines Construction (Southern) Ltd is concerned about the damage such a condition may cause to the health and work performance of the individual, together with the possible effects this may have on the health and safety of employees, sub-contractors and members of the public.

We will

- Increase the general awareness/knowledge of the workforce regarding risks associated with excess alcohol consumption and the misuse of drugs and to encourage individuals with drug or alcohol problems to seek help and assistance as appropriate.
- Generally take a welfare based approach when dealing with individuals having drug or alcohol related problems, however the severity of a problem or the refusal of help or related misconduct could lead to disciplinary procedures being invoked.
- Assist our Line Managers identify individuals with drug/alcohol related problems and encourage a company culture whereby all staff realize the importance of not covering up for individuals with known drug or alcohol problems.
- Make clear that the company regards excess/inappropriate alcohol consumption, or use of illegal drugs as incompatible with acceptable employment performance, by ensuring that clear statements of the company rules regarding drug and alcohol are communicated to the workforce.
- Ensure that the company can operate in an effective manner not disrupted by drug or alcohol use, thereby reducing drug or alcohol related absenteeism and promoting satisfactory performance.
- Abide by rules and procedures adopted by Clients / Principal Contractors whilst at their premises or sites.

Signed on behalf of **Haines Construction (Southern) Limited**.



Kevan Haines

Managing Director

Date: 31/01/2017