

Alcohol and Other Drugs Policy

Policy Statement

The management of alcohol and other drugs is an integral part of our organisation's "Fit for Duty" Policy. Everyone at a CS Energy workplace or conducting business on behalf of CS Energy shares a responsibility for minimising alcohol and other drug related harm.

CS Energy will manage the risks associated with any improper use of alcohol and other drugs through workforce education, counselling and testing programs.

Objective

The objective of this Policy is to:

- ensure a safe and healthy working environment free of work-related injury or illness;
- minimise the risks of persons presenting for work or conducting work while impaired;
- have appropriate steps to manage persons who are effected by alcohol and other drugs; and
- encourage persons affected by alcohol and/or other drugs to seek assistance.

Scope

This Policy and supporting procedure applies to everyone working at, or attending a CS Energy workplace. All persons shall comply with this Policy and procedure as a condition of their site access.

Interpretation

A person's fitness for duty may be compromised by the consumption of alcohol and the use of drugs (prescription, non prescription, illicit or other).

In implementing this Policy CS Energy will:

- require everyone on site to be fit for duty and perform their duties without imposing unacceptable risks to the health and safety of themselves, others or to the safety of plant;
- prevent or minimise the effects (such as serious injury, assault, disability, disadvantage, insult or damage) caused by an alcohol or other drugs related incident; and
- enable the appropriate people to perform their role and responsibilities while maintaining the privacy and confidentiality of those participating in alcohol and other drugs testing and rehabilitation programs.

Supporting Procedures

The procedure that supports this Policy:

- specifies the processes used to determine fitness for duty in relation to alcohol and other drugs;
- defines the responsibilities of management, employees, contractors and other personnel;
- outlines the testing methods and parameters used to manage the risks associated with the adverse effects of alcohol and other drugs;
- includes education programs, information on alcohol and other drug use and associated problems; and

- requires the provision of informal referral processes, appropriate counselling services and rehabilitation.

Responsibility

Employees at all levels within CS Energy are responsible for implementation of this Policy.

Employees, contractors and other personnel are responsible for ensuring they are fit for duty by complying with this Policy and the procedure.

Ultimately, to successfully control the risks associated with alcohol and other drugs in the workplace, it is up to each person to make responsible decisions about their own fitness for duty and that of others in the workplace.

Also, employees, contractors and other personnel must not:

- consume alcohol or illegal drugs whilst at work, and
- sell, provide or manufacture alcohol or other drugs, while they are at CS Energy workplaces.

