



DRUG AND ALCOHOL POLICY

Aim

Anchor Plumbing & Gas is committed to providing a safe environment for its employees', clients and visitors. Drugs and alcohol can influence an employee's ability to maintain safe practices, endangering themselves and others in the work place.

Research has proven that drugs and alcohol can impair an individual's performance for many hours after the time they were consumed.

Policy

It is Anchor Plumbing & Gas policy that an employee must inform their supervisor immediately if they may have a blood alcohol level above 0.00ml/l or are under the influence of non-prescription drugs on arrival at the workplace. An employee must remain uninfluenced by drugs and alcohol for the duration of their shift.

This policy includes employees' engaged in after hours work, on standby availability, casual or contract workers. An employee must not drive a company vehicle or operate machinery if they may be above the 0.00ml/l blood alcohol limit or are under the influence of non-prescription drugs.

The only exception to this policy would be where prescription drugs are used and a letter from your doctor is supplied stating what duties you are able to complete in a safe manner.

Any kind of substance abuse is regarded as a medical condition and we would encourage anyone this may apply to, to seek professional support and assistance.

If you feel at any time you are in breach of this policy you are required to notify the Manager immediately. Also if you suspect any other employee is in breach of this policy you are required to advise the Manager immediately.

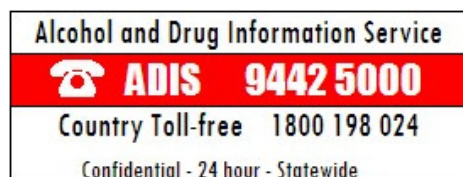
From time to time Anchor Plumbing & Gas will host social functions and employees' are required to avoid excess alcohol consumption and not to take illegal drugs during or prior to these events.

Confidentiality is to be strictly observed in these matters.

A breach of this policy will lead to disciplinary action and may result in the termination of employment.

Confidential Advice for Employees

Alcohol and Drug Information Service (ADIS) is a 24 hour, confidential telephone service for people in Western Australia. It provides information, counselling, referral and advice to anyone concerned about their own or another's alcohol or other drug use.



Policy review date: 1st January 2011