

## DRUG AND ALCOHOL POLICY

TasSpan Civil Contracting is committed to the health and safety of all employees, contractors, clients and visitors. We have legal obligations under the Work Health and Safety Act (Tas) 2012 and Work Health and Safety Regulations (Tas) 2012 to provide a safe and healthy workplace, and under this Legislation, it is an offence for an employee to be at work if affected by alcohol and/or drugs.

Being under the influence of alcohol and/or drugs poses a serious health and safety risk not only to the individual, but to all others in the workplace. TasSpan has 'zero tolerance' regarding any employee, contractor, client or visitor under the influence. A BAC of 0.00% and zero presence of drugs is required for all personnel while at work.

It is also TasSpan's clear policy that the illegal use, sale, purchase, transfer, possession or presence of drugs on premises, on site or in company vehicles is prohibited at any time. Employees are not permitted to consume alcohol in company vehicles.

Employees using company vehicles for private use (out-of-hours) are required to abide by applicable laws and government regulations; 0.05% BAC and zero presence of drugs.

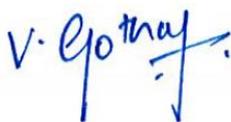
For this policy, the definition of drugs includes illicit substances and any prescription drug that may cause adverse effects. Where an employee is directed to take prescription drugs by a medical practitioner, it is the responsibility of the employee to ascertain whether such drugs may impair their ability to carry out their normal duties without jeopardising their safety and well-being or that of their colleagues. If they are taking such medication, it is mandatory that the employee notifies their supervisor before commencing work, so the supervisor can assess or seek advice on their fitness to carry out their normal duties safely.

Where a supervisor or manager reasonably forms the view that a TasSpan employee is adversely affected by either drugs or alcohol at work, the employee will be immediately stood down from their duties and required to leave the premises or site. Contractors, clients and visitors will similarly be required to leave. Safe transport will be arranged.

TasSpan employees will be instructed to stand down pending a full investigation of the incident and a determination made for subsequent disciplinary action. This may result in a loss of pay for hours not worked.

TasSpan may revoke private use of company vehicles to employees breaching this policy or convicted of driving under the influence while in a company vehicle.

Serious breaches of the company's drugs and alcohol policy may result in an employee being dismissed and where warranted, the incident being referred to police.



**Goutham Velmurugan**

Director  
13 August 2020