



# Drugs and Alcohol Policy

## Statement of Intent

Alcohol and other drugs affect concentration, co-ordination and performance. It is recognised that the effects of alcohol and other drugs may spill over from one's private life into the workplace resulting in inefficiency, accidents and absenteeism. Errigal recognises its employees as its most valuable resource and is committed to providing a working environment, which is a healthy and safe one for the entire workforce. Therefore, this policy should be seen in the context of the promotion of health, safety and welfare of all employees of Errigal.

## Responsibilities

Responsibility for this policy ultimately lies with the Errigal's Board of Directors. This includes the responsibility to ensure the provision of adequate resources for its implementation and regular assessment. Day to day implementation of the policy is the responsibility of operational management and functional heads with specialist support being provided by the Safety, Sustainability, Risk and Assurance function under the direction of its Directors. All employees have a responsibility to comply with this policy and its associated arrangements.

## Arrangements

Under legislation we, as your employer, have a duty to ensure so far as is reasonably practicable, the health and safety and welfare at work of all our employees and similarly you have a responsibility to yourself and your colleagues. The use of alcohol and drugs may impair the safe and efficient running of the business and/or the health and safety of our staff.

Errigal recognises that alcohol, drugs or other substance abuse by individuals can have an adverse effect on their ability to perform work and consequently put themselves, the Company and others at significant risk.

The Company expects employees or Sub-Contractors to ensure that neither drugs nor alcohol affects their work. If the Company has reasonable grounds to suspect that an employee is under the influence of alcohol or drugs (illegal or misused legal substances), he / she may be required to undergo a medical test. When on duty, if employees are found to be under the influence of non-prescription drugs or alcohol, disciplinary procedures will be invoked, which may lead to dismissal of the individual concerned.

All employees are encouraged to notify the organisation if they take prescription drugs and over the counter preparations which could affect performance and create a safety risk.

If your performance or attendance at work is affected as a result of alcohol or drugs, or we believe you have been involved in any drug related action/offence, you may be subject to disciplinary action and, dependent on the circumstances, this may lead to your dismissal.

### Performance Management, Monitoring and Review

The effectiveness of management arrangements together with our performance against stated objectives is routinely monitored and reported to the Errigal Board on a regular basis. This policy and its associated arrangements will be reviewed at least annually