



ALCOHOL and OTHER DRUGS POLICY

OVERVIEW

The Submec Group of Companies (Submec) aims to encourage all staff and contractors to recognise the adverse effects of alcohol and other drugs whilst engaged in company business.

Australian legislation places a duty of care on employees to ensure they are not, by the consumption of alcohol or a drug, in such a state as to endanger their own safety at work or the safety of any other person or to diminish their performance of their duties.

The harmful use of Alcohol, Tobacco and other Drugs (ATOD) in the workplace is a reflection of general community use. While alcohol and drugs may impact on the way people work, equally workplace stressors may influence the way people use alcohol and drugs.

Measures to address alcohol and drug issues in the workplace and the availability of good quality and practical information are limited; however the objectives of this policy are:

- to prevent (as far as reasonably practical) injury and illness which may result from the use of alcohol, tobacco and other drugs;
- to assist in the identification of potential causative agents and effects of alcohol, tobacco and other drugs;
- to investigate specific measures to eliminate injury or illness sustained as a result of alcohol, tobacco and/or other drugs use/abuse.

Any person who requires assistance in understanding any aspect of this document should contact the HSEQ Manager.

SCOPE

This policy is applicable to all staff, contractors and visitors engaged in Submec business activities. Whilst this policy focuses on the abuse of illicit drugs and alcohol, personnel need to be aware that the taking of, or failure to take some prescribed medication, may also affect the safety of themselves and others.

DEFINITIONS

Affected by drug use or alcohol (including prescription drugs) means that;

- a persons ability to work competently and safely is reduced, and/or
- there is increased risk of being involved in an accident and the safety of other personnel or property are in reasonable doubt, or if clinical tests are performed and biologically active concentrations of substances are measured in the body.

Alcohol is defined as a colourless, volatile liquid obtained by fermentation of carbohydrates by yeast.

Alcoholic Beverage is defined as a beverage, which contains alcohol. These commonly include beer, wine and spirits.

Blood Alcohol Concentration is defined as the level of alcohol remaining in the blood stream for a period after consumption.

Controlled Drinking is defined as alcohol consumption that is moderated to avoid intoxication or use hazardous to health.

Drug is defined by the World Health Organisation as *“Any substance which, when taken into the body, alters its function physically and/or psychologically”* (World Health Organisation 1981).

Drug Abuse is defined as the use of one or more drugs for the purpose other than those for which they are prescribed or recommended.

Drug Addiction is defined as a state of periodic or chronic intoxication produced by the repeated consumption of a drug.

Drug Use can be defined as;

- **Experimental Usage** (i.e. trying the ATOD to experience the effect)
- **High Risk Use** (i.e. a pattern of use that is likely to cause harm to health)
- **Risky Use** (i.e. a pattern of use that increases the risk of harm or injury or accidental overdose)
- **Social and Recreational Use** (i.e. using ATOD, either licit or illicit substances, as a means of enhancing social interaction or enjoyment of some leisure activity)
- **Symptomatic Use** (i.e. using ATOD as a means of reducing unpleasant sensations or experiences or to avoid challenging situations or experiences)

Illicit Drugs are those which are prohibited under the Controlled Substances Act 1984.

Examples include alkoxy amphetamines, cannabis, heroin, isomethadone and LSD

POLICY PRINCIPLES

1. Submec will, so far as reasonably practicable, protect staff, contractors and visitors from illness or injury sustained as a result of Alcohol, Tobacco and Other Drug abuse
2. Submec is committed to providing an environment which actively promotes the health of staff and contractors by offering access to appropriate and proper drug and alcohol education and training programs where required
3. The possession, use or sale of any drug of addiction on any Submec controlled site will be handled in accordance with Federal and State regulations.
4. Submec will ensure the availability of a confidential and non-judgemental response for staff with drug/alcohol related problems through referral to appropriate external support programs and/or medical assistance for assessment and management of any addiction, intoxication or withdrawal states
5. Submec recognises that staff and contractors enjoy a variety of social activities as part of the Submec community. This may include the consumption of alcohol. Those supervising events and participating in Submec activities are expected to do so in a safe and responsible manner that will not harm Submec people, property or reputation.
6. Submec staff, contractor and visitor personnel shall abide by Submec client alcohol and other drug policies at all times when engaged at the client controlled site.
7. Personnel who operate machinery, or work on an offshore facility or vessel must maintain a Blood Alcohol Content of 0.00g/100mL whilst at the facility or vessel.
8. Personnel travelling to an offshore location may be subject to Alcohol testing prior to transportation to the worksite. All personnel must arrive at the point of embarkation in a fit and sober condition. Personnel who fail the alcohol test at the point of embarkation will be refused permission to travel offshore and will be returned home, and may be subject to disciplinary action.
9. The Blood Alcohol Content of all Submec personnel and contractors at a Submec controlled office location shall not be in excess of 0.05g/100mL, or lower if stipulated by local regulation.

RESPONSIBILITIES

Submec Directors and Managers are responsible for ensuring all staff, contractors and visitors under their jurisdiction are aware of, and understand this Alcohol and Other Drugs policy.

All personnel are responsible for the application of this Alcohol and Other Drugs policy in their workplace



Brendan Reid
Director

