



UK POWER ENGINEERS LTD

DRUGS AND ALCOHOL POLICY STATEMENT

UK Power Engineers Ltd (UKPE) is committed to maintaining a work environment that is safe for all employees, workers, clients and members of the public. The abuse and misuse of drugs and/or alcohol can impair a person's performance at work, increase the potential for accidents and reduce the reliability, stability and good judgment of those concerned.

In order to advance our commitment to a safe environment the Company has introduced this policy to ensure the Company provides a safe working environment.

SCOPE

1. This policy applies to all UKPE employees and resources engaged by UKPE.

PROCEDURE

2. Drugs. Drug misuse is the use of, or being under the influence of illegal drugs, and the misuse, whether deliberate or unintentional, of prescribed drugs or substances, including solvents. The possession of some drugs is illegal, exposing the user to the risk of criminal charges as well as causing harmful effects to their own health and to health/welfare of our workforce and others.
3. UKPE understands and acknowledges that it is possible in certain circumstances that criminal charges may be brought against an employer or an employee for drug misuse. The Company is therefore unequivocal in banning all drug misuse and all drugs from our premises at all times other than medication prescribed by a qualified medical professional, in which case the relevant line manager must be advised. The use, possession, consumption or selling of illegal drugs, as well as the misuse of prescribed drugs on Company premises, or to report for work having taken such drugs, shall result in disciplinary action that could lead to dismissal.
4. Alcohol - ALL employees must comply with the following:
 - a. Not to attend operational premises (including client premises) under the influence of alcohol and or drugs
 - b. Not to consume alcohol whilst on operational premises, whether on duty or not
 - c. Not to consume, possess or purchase alcohol whilst on duty, or about to report for duty, at operational premises
 - d. Not to consume alcohol during breaks in the working day, including meal breaks spent offsite, with the intent to return to operational premises
 - e. Not to consume alcohol whilst on call for work at operation premises
5. Any employee not complying with the above will immediately be suspended from duty and will be subject to disciplinary action that could lead to dismissal.
6. All office-based employees should be guided by the terms of this policy and their terms of employment. Employees must attend work rested and free from the influence of alcohol and or drugs. Drunkenness at work may result in dismissal.
7. As a guideline, no more than 7 units of alcohol should be consumed in the 24 hours before starting work. It is recommended that no alcohol be consumed within the 8 hours before starting work.



DRUGS/ALCOHOL TESTING

8. Any employee suspected to be unfit for work because of drugs or alcohol will immediately be removed from site or stopped from commencing work. They may also be required to undergo a drugs/ alcohol test carried out by a recognised medical testing service provider.
9. In the event of an accident that causes or potentially causes injury, loss of life, or damage to property, the employee involved may be required to undergo a drugs/ alcohol test carried out by recognised medical testing service provider.

TEST RESULTS

10. In the event of a positive test, the employee will immediately be suspended from duty and, subject to the results of testing of duplicate samples, be subject to disciplinary action that could lead to dismissal, or may be re-assigned to other duties.

VOLUNTARY EMPLOYEE DECLARATION

11. UKPE will make every attempt to provide support to those employees who voluntarily declare drug/alcohol related problems. The company will encourage employees who believe they have dependency on alcohol or drugs to seek medical and Company advice at the earliest opportunity. Employees wishing to seek advice may do this through their Supervisor or direct with the Contact Manager. Free and confidential support can be gained from the National Drugs Helpline: Tel: 0800 77 66 00.

RECORDS/DOCUMENTATION

12. The records/documentation connected with this policy concerning an employee shall be placed on your personal file and a copy retained by the medical testing service provider.
13. The Company will respect the need for employee's confidentiality.
14. However, the company reserves the right to inform the Police in any case in deems necessary.

A handwritten signature in black ink, appearing to read 'Neasarajan Rajoo', is positioned above the name and title.

Neasarajan Rajoo
Managing Director