

Drug, Alcohol and Due Diligence Policy

ALCOHOL AND OTHER DRUGS POLICY

As part of the efforts to achieve the highest standards of health and safety, Pecks Labour Hire will maintain a zero-blood alcohol level and drug free policy. This means that all employees involved in the safe operation of the Organization's work activities must have, a zero, blood alcohol content and be free of the influence of drugs, while at work or attempting to start work.

In consultation with professionals associated with the workplace, our Organisation will implement a program of training and assistance, aimed at ensuring an alcohol and drug free workplace.

An employee or external service provider suspected of being under the influence of alcohol or drugs may be required to submit to an alcohol or drugs, test.

A positive result to either an alcohol or other drugs test, will indicate that the person tested has breached this policy and may not be permitted to commence work or remain onsite. In the event that an employee returns a second positive result within 2 years, the employee will be subject to immediate disciplinary action, which may include a formal warning or dismissal.

DUE DILIGENCE POLICY

This "Due Diligence" is for the health and safety of all people in the workplace. This includes employees, External Service Providers (PCBU's), and members of the public.

Under the Model WHS Act 2011, WHS Regulations 2011, relevant Guidelines and Codes of Practice, anyone who can affect health and safety in the workplace has a LEGAL responsibility to protect it. This includes everyone in the workplace being aware of potential hazards and taking steps to prevent workplace accidents, injuries and illnesses.

As an employer we must provide:

- A safe workplace and safe methods of working
- Equipment tools and machinery in a safe condition
- Protective clothing and equipment
- Ensure that safe, hygienic facilities and first aid stations are available
- Information, training and supervision to all workers
- A process for consultation with workers and interested parties involving them in decisions that may affect their health and safety
- Processes for identifying hazards, assessing risks and controlling risks

Risk management provisions in the Regulation require employers and others to carry out:

- Hazard Identification
- Risk Assessment
- Elimination or control of risks

Signed: _____

Adam Peck - Director

1 June 2022