

DRUGS AND ALCOHOL POLICY

Falkon Security provides a work environment that aims to ensure the health, safety, respect, and productivity of all employees and contractors. The use of drugs and alcohol may impair an individual's capacity to perform their job safely, efficiently and with respect for work colleagues and customers. The use of such substances may result in the risk of injury or a threat to the wellbeing of the impaired employee, other employees, customers or any other parties.

The purpose of the policy is to maintain a safe and productive work environment free from the effects of the use of alcohol and drugs.

No employee or contractor is to undertake any work, or return to work while under the influence of alcohol or drugs.

Company Vehicles

Company vehicles are not to be driven by anyone who is under the influence of alcohol or drugs.

Machinery and/or Equipment

Falkon Security has an obligation to all employees or contractors to provide a safe and healthy work environment. To ensure a safe environment, no machinery or equipment is to be operated or used by anyone who is under the influence of alcohol or drugs.

Prescription Drugs

Where a person takes prescription drugs he/she must check with their medical practitioner or pharmacist about the effects of the drug on their ability to drive vehicles, operate machinery and safely perform their normal work duties. If an employee's ability to perform work safely is affected, he/she should obtain advice in writing from the medical practitioner or pharmacist and provide it to the relevant Manager before starting work.

Prescription and pharmacy drugs must be taken in accordance with the instructions of their medical practitioner and directions applied to the drug/s.

Smoking

Smoking is not permitted at any of the Company's workplaces, except in specifically designated areas.



**FALKON
SECURITY**



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Measures to be taken if Falkon Security suspects any employee or contractor is affected by drugs or alcohol

If the Company suspects on reasonable grounds that an employee is under the influence of drugs or alcohol in breach of this Policy, the Company will take steps to address the issue. In circumstances when the Company suspects an employee to be under the influence of drugs or alcohol the Company may take any or all of the following actions:

- Direct the person to stop work
- Send the person home
- Direct the person to seek counselling
- Direct the person to undergo drug and alcohol testing

The decision on a person's ability to work in a safe manner will be made in consultation with the Managing Director, Operations Manager/Coordinator, the person's direct supervisor and/or a Member of the Site Safety Committee or Customer Safety Representative.

A person who is affected by drugs or alcohol will be counselled, issued with a written warning and advised to seek assistance from the Appropriate Group Drug & Alcohol Rehabilitation Program or any other similar program of the persons choice. If the person refuses help and presents a second time under the influence of drugs or alcohol, that person will be liable to instant dismissal.

For the purpose disciplinary action, a warning shall be effective for twelve months.

Murtaza Manzoor CEO MD

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