

Drugs & Alcohol Policy

PL-GRP-009

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1 Introduction

Everyone in EPS Group is committed to ensuring we provide a healthy productive and safe working environment for our stakeholders. This includes our employees, our suppliers, sub-contractors, partners, customers, visitors and members of the public and communities where we carry out our activities.

Our Drugs and Alcohol Policy clearly outlines our objectives to minimise and ultimately eliminate and manage Drug and Alcohol challenges within our workplace.

Issues for individual employees with Drugs and Alcohol abuse lead to a variety of negative outcomes for the individual, their work colleagues and our business.

These include ill health of the individual, absence due to sickness, significantly reduced work performance and customer service as well as a significantly increased risk of incidents and accidents that can be life changing or fatal for the individual and/or their colleagues or third party.

As a consequence, we have a very clear policy within EPS Group concerning Drugs and Alcohol abuse and consumption.

Consumption of Drugs and Alcohol (including prescription and over the counter drugs) or intoxication during working hours absolutely implicates the Health and Safety of the individual and others. This is a negative consequence given these substances impair one's judgement, decision making ability and coordination and in addition lead to the type of irrational and irresponsible behaviour that damages the reputation of our business and puts all others at risk of injury or worse. It is therefore a necessary policy matter for the business.

2 Our Objectives

- › To ensure we protect all our employees and stakeholders
- › To clearly outline our position on Drugs and Alcohol abuse and use within our workplace
- › To manage and minimise the risks associated with Drugs and Alcohol use at work
- › To clearly set out our Policy and Rules regarding substance misuse in our workplace
- › To provide all employees with the appropriate training and awareness material and opportunity to understand the health effects of Drugs and Alcohol use and misuse.

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- › To encourage and promote a culture of early intervention of substance misuse within our workplace
- › To promote and provide the appropriate support mechanisms for all employees that experience issues with Drugs and Alcohol use

3 Scope

This policy applies to:

- › All employees (permanent, temporary, and agency staff)
- › Contractors, consultants, and visitors
- › All work locations including offices, sites, client premises, and company vehicles
- › Work-related events, travel, and any situation where individuals represent EPS Group

4 EPS Group Policy Rules

We require all employees, sub-contractors, partners or visitors to our offices, sites or premises to attend our work environment absolutely free from the effects of Drugs and Alcohol.

Entering our working environment for any reason whilst under the influence of Drugs and Alcohol or abuse of Drugs and Alcohol whilst working is unacceptable behaviour.

Under Section 13 of the Safety Health & Welfare at Work Act, 2005 and the Health and Safety at Work etc. Act 1974 and Misuse of Drugs Act 1971, an employee shall, while at work, ensure that they are not under the influence of an intoxicant to the extent that they may endanger their own safety or the safety of others. The term “intoxicant” is noted to include drugs or alcohol or a combination of both. It therefore includes alcohol, prescribed drugs, over the counter medication and illegal substances.

An Employee must ensure that he or she is not under the influence of an intoxicant to the extent that he or she is in such a state as to endanger his or her own safety, health or welfare at work or that of any other person.

EPS reserves the right to remove an employee from their duties and/or have them examined by a medical professional if, in the opinion of their manager/supervisor, the employee is incapable of carrying out his/her duty. This includes causing a risk to other employees or any other person the employee is interfacing with. If it is found that the employee is not capable of

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performing their duties because of the consumption of an intoxicant, disciplinary action will be taken which can include dismissal.

An employee is also required to report to his/her employer regarding certain workplace health and safety issues. These include any work being carried out in a manner which may endanger the safety, health or welfare at work of themselves or any other person; any defect in the place of work, the system of work or any article or substance which also might endanger themselves or any other person.

There is an onus on employees to inform the Company if they have been prescribed medication which may affect their work performance resulting in a risk to themselves or others. Failure to comply with this procedure in any aspect will result in disciplinary action.

1. Identification of a Problem with Abuse and Misuse of Drugs and/or Alcohol by An Individual

Drugs and Alcohol substance misuse can become apparent in a number of ways and everyone within the business has a responsibility to act on these signs in the interest of our collective Health and Safety and for the Health and Safety and Welfare of the individual concerned.

Any individual experiencing issues with Drug and Alcohol misuse can demonstrate many symptoms which may be physical changes, behavioural changes and/or performance related issues within their role.

Our focus as a business and as a collective team is to support each other in the first instance and to encourage any individual to seek support and assistance if we suspect a Drugs or Alcohol problem.

We also as individuals have a responsibility to inform our Manager or Supervisor especially when the safety of others and the individual is a concern.

5 Confidentiality

At all times we absolutely confirm the confidentiality of an individual's personal issue is protected fully.

Any personal or medical information, including test results, will be processed in accordance with applicable data protection legislation, including GDPR.

Such data will only be used for legitimate safety, health, and employment purposes.

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As a business we will provide support to address the issue for the individual and facilitate them to seek help and assistance where it is sought.

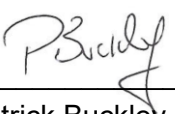
All Managers/Supervisors within the business are expected to support any employee suspected of having a Drugs and/or Alcohol problem.

6 Relapse

We understand that it may not be uncommon for individuals with Drugs or Alcohol problems to relapse.

As a business we will treat relapses on case-by-case basis and during any review we will take into account the needs of the business.

Our disciplinary procedures are in place also and will be used as required in order to protect the Health and Safety and well-being of all employees and to protect the business.

Signed: 
Patrick Buckley
Managing Director

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