

Drugs and Alcohol

Purpose

To outline the company expectations on the acceptable usage of drugs and alcohol within the company

Policy

- No drugs will be administered by ES staff
- ES First Aid Kits will not contain any drugs.
- ES staff are not to be under the influence of drugs or alcohol as to interfere with their normal duties.

Procedures

- Headache tablets such as Aspirin etc. are drugs and are not to be distributed by ES staff, nor will they be supplied in first aid kits.
- ES staff may be required from time to time to entertain guests where alcohol may be consumed.
 - It is their responsibility to not be intoxicated to level that reflects badly on the company or embarrasses the client.
- ES Management may make some alcohol available for social gatherings of staff.
 - It is their responsibility to not be intoxicated to level that reflects badly on the company.
 - Staff are not to abuse the hospitality of the management
 - Staff are strongly advised to make transport arrangements other than driving if levels of consumption may impact their ability to drive, especially if drink-drive legal limits of consumption are crossed.