

## **Drug & Alcohol Policy Statement**

GPS MARINE CONTRACTORS Ltd is committed to providing a safe, healthy and secure environment to all Company employees, and anyone involved with or impacted by its operations and activities.

GPS Marine will not tolerate its work and reputation being compromised by the presence of individuals in the workplace who are under the influence of alcohol, “legal highs” or non-prescription drugs or who abuse prescribed medication.

The Company enforces a zero - tolerance policy for the use and abuse of Class A drugs, and otherwise strictly enforces the Companies drug and alcohol substance testing guidelines as advised by the Companies external Toxicologists.

Therefore, any individual will be removed from the workplace and will be subject to further testing and investigation if:

- They have tested positive for a substance that would compromise safety and adversely affect a person’s ability to make rational decisions, fitness for duty and or powers of concentration, OR
- Their judgment or performance is suspected of being impaired due to alcohol, drugs (prescribed / legal or illegal) or any form of substance abuse.

This policy is designed to eliminate the risk of drug, alcohol and substance abuse and applies to all the Company’s staff including senior managers, directors, contractors, sub-contractors and visitors to GPS Marine sites or vessels. This policy applies equally to anybody who represents the Company in any capacity.

Any use of prescribed or “over the counter” medication, which carries any risk of affecting a person’s reactions, ability to take decisions or causes drowsiness requires a report to be made to their line manager and to the Companies Health and Safety Officer. This is essential to ensure that the chain of custody is in-tact. Use of such medication must be declared and recorded immediately when providing any sample for drug and alcohol testing purposes.

The Company reserves the right to provide evidence of drug or alcohol misuse at work to industry regulators, Port Authorities and the Police to help promote the safety of third parties who are impacted by the activities of the Company and Company staff whilst they are in the work place.

## **POLICY REQUIREMENTS**

- Employees must be able to carry out their duties and must not be under the influence of drugs, alcohol or any substance that would impair their ability in all respects to work safely and within the law.
- GPS Marine reserves the right to carry out random testing and screening for alcohol, performance impairing substances and drugs. Testing will automatically be carried out if there are reasonable grounds for suspicion of drug, substance or alcohol misuse and following any incident or accident. Failure to provide a sample upon request will normally be treated as gross misconduct and may result in dismissal without notice.
- GPS Marine shall ensure that any person who is deemed to be unfit for work in accordance with the Company's Alcohol and Drugs Misuse Policy will be dealt with in a fair, consistent and constructive manner, and in accordance with the Company's Disciplinary procedure.
- The use of illegal drugs will invariably adversely affect a persons' ability to carry out their duties and to make decisions. As a result, that person will be a danger to both themselves and those around them. Any person on a GPS Marine vessel or worksite, who upon being tested is found to have traces of illegal drugs or performance impairing substances in a blood or urine sample will be immediately removed from the workplace and will be dealt with under the Company's Disciplinary procedure which, at the sole discretion of the Company, may result in disciplinary action, up to and including dismissal.
- If any person provides a urine or blood sample which, upon being tested is found to contain a trace of any class A drug this will be viewed as gross misconduct which may result in dismissal without notice.
- Any person who, when reporting for work/duty/watch or when at work/duty/watch, is breathalysed and registers any trace of Alcohol may be removed from the workplace and, will be dealt with under the Company's Disciplinary procedure which at the sole discretion of the Company may result in disciplinary action, up to and including dismissal.

The table below indicates the levels of alcohol up to which, if detected when testing an employee, the Company may be prepared to use its discretion in considering the outcome of disciplinary procedures (which nonetheless, may result in dismissal and termination of the employees contract of employment) rather than treating the incident as gross misconduct which may result in dismissal without notice.

<b>GPS MARINE DISCRETIONARY BREATH ALCOHOL LIMITS</b>	
0.00 TO 0.35UG PER 100ML OF BREATH – INSTIGATION OF DISCIPLINARY PROCEDURES WITH POSSIBILITY OF DISMISSAL.	<b>0.36 UG OR MORE PER 100ML OF BREATH WILL RESULT IN DISMISSAL</b>

- No alcohol is permitted aboard any GPS Marine vessel. Should any alcohol be found on board any GPS Marine vessel, this would be viewed by the Company as gross misconduct and the whole crew may be subject to disciplinary action which could result in dismissal without notice.

The Directors endorse this policy to confirm their commitment to maintaining a safe and healthy workplace for all employees, contractors, visitors and the public.

**Signed.**

**Date: 01/02/2023 Review Date: 01/02/2024 Issue: 10**

John B Spencer  
Managing Director