

	Drugs & Alcohol Policy Statement	REF:	ES005		
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Equate Design will take all reasonable steps to ensure that employees and subcontractors are aware of our policy in relation to the use of drugs and alcohol. Our requirements are set in accordance with relevant legislation and Industry Standards including Railway Group and Network Rail Standards. We will set and monitor objectives and targets in relation to this policy.

This statement and the associated procedures apply to all employees and subcontractors whose performance of duties is or may be impaired as a result of drinking alcohol or taking drugs, and / or undeclared prescribed or 'over the counter' medication.

It is a requirement of Equate Design that employees and subcontractors must **NOT**:

- Commence or endeavour to commence work under the influence of alcohol or a 'controlled drug' (as deemed in the misuse of the Drugs Act 1971), or other substance that could affect their ability to carry out their duties safely
- Use prescribed or over the counter medication (which may affect their ability to work safely) until it is reported to their relevant Equate Line Manager / Supervisor / COSS and appropriate medical advice is taken
- Be in possession of, or supply any drugs or alcohol whilst on duty

It is a requirement of Equate that **ALL** employees and subcontractors shall:

- Be required to undergo a pre-employment, pre-appointment, random / unannounced, for cause and periodic drugs & alcohol test for a safety critical post or any other post requiring a Sentinel card
- Comply with all Equate drugs & alcohol briefings
- Comply with the Transport at Work Act (1992)

All employees and subcontractors will be subject to 'for cause' testing in the event of an accident or incident, or on grounds to suspect any persons unfit for duty through the misuse of drugs or alcohol), and as a matter of routine, to monitor safety and compliance. A positive result will lead to instant dismissal, the Managers of the Sentinel Scheme being notified immediately (where applicable), and the individuals informed in writing of the failed test result.

Refusal to attend a drugs and alcohol test, without valid reason, will be treated as a positive result and a refusal to supply a sample when requested will also be treated as a positive result.

Equate Design will ensure that information is available to provide help and support to those with drugs and alcohol problems.

Equate Design will ensure that a minimum of 5% of Sentinel sponsored personnel will be randomly tested for drugs or alcohol.

The Managing Director of Equate Design is committed to this policy and is responsible for ensuring its arrangements are implemented and upheld. It will be reviewed annually and revised as often as may be deemed appropriate.

This statement briefed and acknowledged by all employees on induction and following any policy changes and is available to suppliers, clients and the public on the Equate Design website www.equatedesign.co.uk