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ALCOHOL AND OTHER DRUGS POLICY

CDJ Engineering and Consultancy Services recognizes that alcohol or drug misuse will impair an individual's ability to perform work safely. It is the policy of the company to protect its employees, assets, the community and the environment in which it operates, from hazards arising from alcohol or drug misuse in the workplace.

CDJ Engineering requires the performance of its immediate employees and contractors to be unimpaired by drug or alcohol misuse whilst performing work duties for CDJ Engineering or on client work sites. An alcohol reading limit above 0.00 and Drug reading as per the cut off level for AS 4308:2008 will be considered a positive reading.

Any employee found to be in breach of this policy shall be subject to action in accordance with the drug and alcohol procedure HR-PRO-AD-001 which may involve rehabilitative or disciplinary actions.

CDJ Engineering may conduct four types of drug and alcohol testing of its workforce, being:

- Pre-employment testing – conducted prior to commencing employment with the company;
- Regular testing as required by clients in order to access their site;
- Random testing of individuals or the entire workforce to determine compliance with the above policy;
- Cause testing as a result of information that may suggest an employee is under the influence of drugs or alcohol. This may also include post-incident testing of an employee where drugs or alcohol is suspected to be a causative factor to an incident.

All confirmation drug and alcohol testing will be conducted by authorized personnel or external third party health providers with analysis conducted in accordance with the Australian Standard (AS 4308).

This policy shall be reviewed at regular and planned intervals.

Kathleen Charlesworth
Human Resources
27 May 2013