



# SLIGO STAFFING LTD

RECRUITMENT & STAFFING SOLUTIONS

## DRUG & ALCOHOL POLICY

It is the Policy of the Company to ensure that employees' use of either alcohol or drugs (prescribed), does not impair the safe and efficient operation of the Company's activities. The Company will endeavour to ensure that the organisation, people, equipment and the environment are not put at risk, as a result of accidents or incidents caused by the misuse of drugs or alcohol in the work place.

To achieve this objective the Company will;

### Alcohol

- Operate a positive action policy designed to prevent drink related problems by controlling the issue of, and restricting the use of, alcohol on the company's ships and premises.
- Make employees aware of the long-term and short-term effects of consuming excessive amounts of alcohol through information and training programmes.
- Equip, Senior Officers and Managers (collectively Managers) to identify those who may have a problem, and to refer them for professional help.

### Drugs

- Prohibit possession or use of those drugs which are normally declared illegal. Such drugs include for example, but are not limited to: Marijuana, Cocaine and Heroin
- Require those using legally prescribed drugs to inform their Manager immediately on reporting to work.

All members of staff who are using prescribed medications are required to seek advice from the prescribing practitioner as to whether the medication may affect their ability to safely perform their duties.

Any impairment or restrictions must be immediately brought to the attention of their Manager.

The Company recognises that the advantages to all concerned in operating this positive action preventive policy are: a more productive workforce, improved morale and retention of staff, while providing help and support for any employee who might succumb to alcohol or drug related problems.

Approved by