

Drugs & Alcohol

STATEMENT

Clearway Traffic Solutions Ltd has a zero-tolerance policy on the misuse of drugs and alcohol by all employees based on the safety risks and our obligations under the Health and Safety at Work act 1974 and the Transport and Works Act 1992.

The limits set out in this policy apply to all individuals, whether employed directly or as a sub-contractor, temporary labour operatives or individuals working under a limited company.

Any direct employees found under the influence will be subject to disciplinary action, the likely outcome of which will be dismissal for gross misconduct. Any sub-contractors, temporary labour operatives or individuals working under a limited company will be removed from our database with immediate effect.

There are strict levels set out within this policy which will apply to anyone tested.

The policy covers over the counter prescription medication as well as illegal drugs. If anyone declares that they have a drug or alcohol related problem, they will be referred for independent advice and support and unable to work for or on behalf of Clearway Traffic Solutions Ltd until they have passed a drug and alcohol test.

Drug Testing:

Undertaken using a urine sample.

Alcohol Testing:

Undertaken using a professionally calibrated breathalyser.

By Whom:

Tests will be undertaken by either trained Clearway Traffic Solutions Ltd or by their nominated approved supplier.

Test Results:

All test results are strictly confidential.

Positive Urine Samples:

Samples will be sent to our approved suppliers laboratory using a strict chain of custody.

- Direct employees will be suspended from duty until the results are received.
- Sub-contractors, temporary labour operatives or individuals working under a limited company will be temporarily removed from our availability list until the results are received.

Breathalyser Failure:

Anyone failing the alcohol breathalyser will be re-tested within 20 minutes.

- Direct employees will be subject to disciplinary action.
- Sub-contractors, temporary labour operatives or individuals working under a limited company will be removed from our database indefinitely.

DRUG TESTING

When:

1. As required by Our Clients.
2. As part of an accident or serious incident investigation.
3. Random drug test – up to 10% of workforce per year.
4. Drug test if under suspicion.

By Whom:

2 x approved D & A supplier trained staff or by our D & A supplier.

Drugs Tested for:

Instant urine ND screening kit of the 12 most commonly abused drugs: Amphetamines, Barbiturates, Benzodiazepines, Cocaine, Methadone Parent and Metabolite (EDDP), Ketamine, Methamphetamines (MDMA), Opiates including Heroin, Phencyclidine, Propoxyphene and Cannabis (THC).



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Prescription Drugs:

Details of any prescription drugs being taken must be declared prior to the test and recorded accurately.

Important:

1. Direct employees providing a positive drug test will be suspended with immediate effect pending disciplinary action.
2. Sub-contractors, temporary labour operatives or individuals working under a limited company providing a positive drug test will be permanently removed from our database.

Recording Results:

To be recorded in individuals HR file.

ALCOHOL TESTING

When:

Random alcohol test under suspicion.

By Whom:

2 x approved D & A supplier trained staff or by our D & A supplier.

Alcohol test method:

Approved calibrated breathalyser.

Level tested for:

35 micrograms per 100 millilitres of breath. This is the same as the England, Wales and N Ireland drink drive limit.

Important:

Individuals MUST stop work immediately and will be removed from site when presenting a none zero breath test result.

A second breath test to be undertaken within 20 minutes of the first.

Second none zero test results and exceeding the 35 micrograms per 100 millimetre of breath limit will result in the individuals being permanently removed from their duties.

- Direct employees will be suspended subject to disciplinary action.
- Sub-contractors, temporary labour operatives or individuals working under a limited company will be removed from our database indefinitely

Recording Results:

To be recorded in individuals HR file.

ALL EMPLOYEES AND THOSE WORKING ON BEHALF OF CLEARWAY TRAFFIC SOLUTIONS LTD ARE DEEMED TO HAVE ACCEPTED THE FOLLOWING WHEN DOING SO:

- **Alcohol, Drugs and/or any illegal substances will not be taken at any time whilst working for or on behalf of Clearway Traffic Solutions Ltd.**
- **You must not be under the influence of drugs or alcohol when on company business or on placement representing Clearway Traffic Solutions Ltd, including Driving**
- **All direct and temporary staff will submit to a drug or alcohol test as required by either Clearway Traffic Solutions Ltd or its clients when working on their site or premises.**

Signed:

David Gibbins

Managing Director

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