



ALCOHOL & DRUGS POLICY

SmartTech Australia is committed to providing a safe, healthy and productive workplace.

SmartTech Australia acknowledges that Alcohol and other Drug abuse can have a severe effect upon employee's abilities to perform safely and effectively and as a consequence endanger themselves, their fellow workers and the public, along with exposing an unacceptable risk to the SmartTech Australia business.

Our employees will not be permitted to perform any task whilst under the influence of Alcohol, Prescription Drug or any other illegal Drug.

Employees shall not use, possess, distribute or sell alcoholic beverages, illicit or non-prescribed drugs or misuse legitimate prescription drugs while at work. The employee must notify SmartTech Australia if they are taking any prescription medication.

Company employees shall be prohibited from entry to any SmartTech Australia site if they are under the influence of alcohol or any other drug. The company reserves the right to test any employee for alcohol or drugs in random tests, if they are involved in a workplace incident, or if it appears the person is under the influence of drugs in the workplace.

All Drug & Alcohol Testing will be conducted in accordance with the AS/NZS 4308:2008 & AS 4760:2006.

SmartTech Australia will make every endeavour to provide assistance and rehabilitation in the form of reference to medical help or counselling if an employee recognises there is a problem with alcohol or drugs.

Managing Director

A handwritten signature in black ink, appearing to read "Allan Hubble".

Allan Hubble

Date: 29/07/2020

SMS Pol. 1	3	A&D Policy	B Dalton	P Liscia	A Hubble	July 2018
Doc No.	Rev	Description	Author	Checked	Authorised	Date