

DVC Roofing & Building Ltd Statement of Intent

DVC Roofing & Building Ltd takes a zero-tolerance approach to Alcohol and Drug misuse at work. Any employee who is found to be under the influence of Alcohol and Drugs when undertaking operations for DVC Roofing & Building Ltd will be subject to a disciplinary procedure. DVC Roofing & Building Ltd encourage any employee who feels they are suffering with Alcohol and/or drug addiction/dependency to bring this to the attention of senior management and DVC Roofing & Building LTD will provide the applicable help, guidance and support.

DVC Roofing & Building Ltd Responsibilities

- Provide controls to prevent and discourage its employees from the use of drugs and misuse of alcohol.
- Seek to identify problems at an early stage and thus minimise the risk posed to the health and safety of employees and others.
- Ensure that appropriate arrangements are in place to minimise the likelihood of alcohol, drugs and substance abuse occurring.
- Recognise that drug and alcohol problems are medical conditions that are potentially treatable.
- All Drug and Alcohol problems will be treated with strict confidence.

Employees Responsibilities

- Inform your line manager or Site Manager if you are taking any prescription medications that may affect your ability to safely operate vehicles, equipment or machinery or to carry out your duties.
- Not attend work at any time whilst under the detrimental influence of alcohol or drugs.
- Seek help voluntarily if they recognise, they have an alcohol or drug related problem.
- Inform the Line Manager or Site Manager if they are aware that any employees have an alcohol or drug related problem that is affecting their work. This will ensure that employees receive the necessary support and assistance.

Arrangements

There is evidence that the effects of drinking alcohol, or drug use or misuse, can reduce personal performance and potentially increase absence rates. Any form of drug or alcohol related is a very serious matter and, in some circumstances, may be a criminal offence. The scope of this policy extends to alcohol, illicit drugs or substances and over the counter or prescription medication if abused or taken in an irresponsible manner.

Associated Hazards

- Impairment of co-ordination.
- Inability to drive or use equipment safely.
- Lack of awareness, judgement and sense of danger.
- Heightened sense, and use of, aggression towards others.
- Overconfidence in potentially dangerous situations.

Signs of Alcohol and Drug Misuse

- Sudden mood changes.
- Unusual irritability or aggression
- Tendency to be confused.
- Impaired job performance.
- Poor time keeping.
- Increased short-term absence.
- Deterioration in relationships with colleagues, customers or management.
- Dishonesty and theft to maintain habit.

Testing Procedures

All employees must agree to be tested if asked to do so by DVC Roofing & Building Ltd or our client s part of the terms and conditions of the contract. Any refusal will be taken as an admission that they are not fit to work and will be refused entry to site. Refusal or a positive identification on the test will lead to disciplinary procedures being taken against the individual in question. This may result in summary dismissal.

Education

Education for employees will be given, showing the ill effects of Alcohol and Drugs. This will be done through campaigns and discussions as preventative measures.

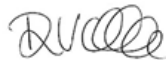
Disciplinary Procedures

- If an alcohol or drug related problem comes to light that results in unacceptable behaviour or performance, it may be dealt with in accordance with DVC Roofing & Building Ltd disciplinary or capability procedures.
- Behaviour or performance which is found to be unacceptable and related to alcohol or drug abuse, may, depending on the circumstances of the individual case, result in summary dismissal.

This Policy will be reviewed no later than 12 months from the date below.

Signed for and on behalf of DVC Roofing & Building Ltd

Mr. Darren Van-Cliff



Designation: Managing Director

Date: 12th September 2024