

This policy is applicable to all personnel, including agency workers and contractors, working under Northfield Construction's control.

It is Northfield Construction's (NCL) policy that no person shall:

1. Report for duty in an unfit state due to the use of alcohol or drugs.
2. Be in possession of controlled drugs in the work place.
3. Possess or supply alcohol or non-prescribed drugs.
4. Consume drugs or alcohol at work.

NCL will conduct drug and alcohol (D&A) testing:

1. During annual, unannounced, random screening which will be conducted as part of routine inspections, inductions and/or as scheduled.
2. On a minimum of 10% of NCL's controlled workforce each year.
3. On all category 1 safety critical workers during screening on inductions. (Definition of Category 1 safety critical worker is on the next page).
4. Upon instruction from its directors or a manager suspects a person is under the influence of drugs and/or alcohol.
5. As part of an investigation process following serious accidents or incidents.

Failing a drug & alcohol test is categorised as a red card violation (gross misconduct) under NCL's HSQE Violation arrangement (3.18) and will result in instant dismissal from working on NCL worksites.

Each person being tested will be asked to consent to being tested. Where consent is not given or testing is refused, it is NCL's policy that the person must be suspected of not being in a fit state to work and will be regarded as a failed drug & alcohol test.

When being prescribed medication, personnel shall notify their Doctor of the nature of the activities they are engaged in at work. They shall ensure their line manager is immediately notified, in writing, of any prescribed medication and Doctor imposed restrictions which may impact safety in the work environment.

No person should discontinue with an agreed course of treatment for a drug or alcohol related problem without good reason. Any person on such a programme must declare it to their line manager so that appropriate risk assessments, arrangements and support can be implemented.

Other than a failed D&A test result, NCL Directors will assess any other breach of this policy on a case-by-case basis and instruct appropriate management action thereafter.

This policy is to be communicated to all personnel during induction, is to be posted in prominent places and provided to our suppliers.

NCL will provide this policy to our suppliers and make clear on job advertisements that safety critical workers will be D&A tested on induction.



NCL will ensure our suppliers have suitable drug & alcohol arrangements and will notify the supplier of the details of any person under their control that fails a drug & alcohol test.

Where our clients undertake D&A screening on NCL controlled workforce, NCL requires copies of D&A test certificates or relevant details, regardless of the test result.

The policy is to be reviewed annually or where opportunities for improvement are identified.

Category 1 Safety critical worker:

- Operators of heavy plant and machinery, including (but not limited to): Cranes (all types), Excavators, Cherry Pickers, Dumpers & Rollers but excluding Scissor lift MEWPS.
- Operators of NCL Work Vehicles.
- Slings / Signalers and Vehicle Banksman / Marshal.
- Scaffolders.

Arrangements 3.49 details NCL's arrangements for drugs and alcohol.

This policy is to be reviewed annually or where opportunities for improvement are notified

Signed:

Date:

1-8-24

S. Dean
Company Director