



## **DRUG AND ALCOHOL POLICY**

### **Overview**

Our aim is to provide a safe and healthy working environment for all Grey Simmonds Food Service Equipment Ltd employees, contractors and visitors.

We recognise that if we knowingly allow an employee under the influence of alcohol and/or drugs to continue working and this puts the employee and/or others at risk we, as the employer, can be liable to prosecution.

For the purpose of this Policy, illegal drugs are those substances for which no prescription has been obtained.

### **It is our policy to**

- Inform our employees and, where appropriate, contractors working on our behalf, that they must not arrive for work under the influence of alcohol or consume alcohol - on or off the premises - during working hours. ('At work' also includes the driving of, or being in charge of, vehicles used on company business)
- Ensure our employees understand that the use of illegal drugs, misuse of prescribed/legal drugs or other medications, and the taking of alcohol, can lead to unacceptable risk both to those under the influence, and those affected by them
- Inform all employees that if they are prescribed medication, they must check with their GP or healthcare professional that the medication will not affect their ability to work or drive safely
- Ensure that employees understand the relationship between taking prescribed drugs, the legal limits in force for specified prescription drugs and being impaired whilst driving – whether above or below the prescribed limits - which could result in their arrest
- Report any occurrence of the supply, selling or possession of illegal drugs to the Police

- Inform employees that being convicted of an alcohol or drug related crime must be reported to the company at the earliest opportunity
- Make clear that if an employee comes to work whilst under the influence of alcohol, or otherwise consumes alcohol either on or off the premises during their shift in breach of this Policy, it will result in the disciplinary process being instigated. This may lead to summary dismissal on the grounds of gross misconduct
- Notwithstanding the above, where an employee informs the company in confidence that they have an alcohol or substance abuse problem, we will encourage and support them in seeking appropriate counselling and treatment

**Principal Legislation**

Health and Safety at Work *etc.* Act 1974 (HSWA)

Management of Health and Safety at Work Regulations 1999

Equality Act 2010

Road Traffic Act 1988

Drug Driving (Specified Limits) (England and Wales) (Amendment) Regulations 2015

**Signed:**



**Scott Dackombe  
Managing Director**

**DATE: 1<sup>st</sup> January 2025**

**LATEST DATE FOR NEXT REVIEW: 31<sup>st</sup> January 2025**