

Document Title:		Document No:		Applicable from:	Revision No:	Pages:
Drugs & Alcohol Policy		SRT.PO.HUM.HR.006		01/06/2023	1	1
Author:	Verified:	Approved:		Controlled:	Obsolete:	
Richard Probert (Operations Director)	Pablo Mira (Managing Director)	Pablo Mira (Managing Director)		X		

Shield is committed to maintaining a healthy and productive workplace through the highest standards of safety and employment practice, concern for the environment and the reduction of risk in all its areas of activity.

Shield recognises that the use of illegal drugs, misuse of legal drugs (including solvents) and the abuse of alcohol can impair job performance at work and can be a serious threat to safety, health, productivity and the environment.

All staff, sub-contractors, labour agencies, consultants and any of their employees are required to comply with this policy when providing services at Shield projects.

Shield will ensure that they are made aware of this policy as part of its induction and communication procedures.

No member of the Shield staff, work force or subcontractors, labour agencies, consultants and any of their employees shall:

- Report for duty under the influence of alcohol or illegal drugs, or the misuse of legal drugs (including solvents).
- Report for duty in an unfit state due to the use of alcohol, illegal drugs, or the misuse of legal drugs (including solvents).
- Consume alcohol or illegal drugs, or misuse legal drugs (including solvents) whilst on duty.

Shield reserves the right to test 'with cause' if any of the above characteristics are suspected. Shield routinely carries out random drugs and alcohol testing on projects and at offices.

All work activities will be carried out with proper regard for this policy and associated procedures. All those engaged to work with Shield on a site with specific client requirements are expected to comply full with the provisions and working practices on the site including any additional client specific requirements.

Any worker found in breach of this policy will be excluded from their place of work and will be liable to disciplinary action, which may ultimately result in dismissal. Any person so excluded may be refused access to any site/office in the future.