

# Drug and Alcohol Policy Statement



In compliance with the Work Health and Safety Act 2011. Taylor has a longstanding commitment to providing a safe and productive work environment that is free from both drugs and alcohol. Drug and Alcohol misuse poses a threat to the health and safety of Taylor employees and the well-being of others, for these reasons, Taylor is committed to the elimination of drug and alcohol use and misuse in the workplace.

## Purpose

The purpose of this policy is to maintain a work environment free from the effects of the use of illicit drugs and alcohol to ensure the health, safety, and well-being of all employees and those attending the workplace.

We recognise that drug and alcohol use can:

- Have an impact on workplace safety,
- Negatively affect job performance and productivity,
- Cause injuries and incidents at the workplace,
- Increase absenteeism,
- Negatively affect morale within the workplace, and
- Impact on personal life.

## Compliance

To adhere to this policy, an individual attending a Taylor workplace has the following obligations:

- Report to work fit for duty and free from any adverse effects of illegal drugs or alcohol.

- Ensure that when a worker is required to work, they are not under the influence of drugs or alcohol.
- To notify his/her supervisor about any prescribed drugs that may affect their ability to work safely.
- To notify their supervisor or manager of any situation where other individuals may be under the influence of drugs or alcohol, or if consumption of alcohol or drugs on the work site is occurring.

Cases of impairment in the workplace that have jeopardised, or have the potential to jeopardise, workplace safety or security, or reasonable standards of business conduct, may lead to the requirement to immediately leave the workplace, a workplace investigation, and possible disciplinary action including up to termination of employment, or contract, dependent on the circumstances.

In all cases, the impaired worker will have an opportunity to discuss the impact on the workplace and the worker, and the availability of professional counselling. Taylor will assist and support employees who voluntarily seek help for drug and alcohol abuse or addiction.

This policy does not prohibit employees from lawful use and possession of proscribed medications. Employees must, however, consult with their doctors about the medication's effects on their fitness for duty and ability to work safely, and they must disclose any work restrictions promptly to their supervisor.

This policy will be reviewed in January 2025.

**George Bardas**  
Chief Executive Officer