

DRUG AND ALCOHOL POLICY

Northport Marine Services is committed to ensuring all employees, contractors and subcontractors take responsibility for the health and safety of themselves and others.

-Northport Marine Services will ensure adequate resources, information and training is made available with relation to the use of drugs and alcohol.

-Every employee has a responsibility to ensure they present for work unimpaired by alcohol or drugs so as not to endanger themselves or others. This is to remain the case for the entire work day or shift and any additional work outside normal hours. Eg: Standby, casual or contract.

-No person is to have illegal drugs in their possession whether at work on company or client vessels or facilities or in their accommodation if their employment agreement is inclusive of accommodation.

-All employees may be subjected to random alcohol and drug screening.

-Employees involved directly or indirectly in incidents may be required to submit a test for screening.

-Any employee who is on a course of prescribed drugs is to notify their immediate supervisor if work performance may be affected. This information is to be kept in confidence and no discrimination will be made against any employee divulging this information.

-Any employee who is assessed to be under the influence of drugs or alcohol by observation or demonstrable poor work performance is to be reported to the immediate supervisor. At which time the employee is to be removed from the workplace to alternative work areas until assessed safe to return or alternatively removed for the day or shift as appropriate. Any such incident is to be documented and the employee informed of the breach of policy in the presence of a safety representative.

-The control of alcohol and drugs in the workplace forms part of the company health and safety policy and as such any breach will lead to disciplinary action, which may include dismissal.

-Managers and supervisors will be trained in their roles and responsibilities of implementing this policy, offering assistance and information to any employee identified as having a problem and ensuring the continued safe working environment for all persons.



Signed: **MICHAEL ELDRID**
GENERAL MANAGER
Northport Marine Services

Date: