

## DRUG & ALCOHOL POLICY

QPSG is committed to providing a safe, healthy, secure and productive work environment for all our employees. Our commitment to safety and the quality of our services will not be compromised by the presence of people under the influence of alcohol, non-prescription drugs or excessive use of prescription medication in the work place.

This policy is designed to eliminate the risk inherent in the use or abuse of drugs, alcohol or other substances from the workplace.

If drug use or alcohol has a direct impact on an individual's work performance or on safety standards, it is QPSG's responsibility to its employees, clients and other people on work premises to intervene.

### **Basic Requirements of the policy:**

- QPSG has zero tolerance to drugs and alcohol in the workplace.
- All employees must be in a fit state to carry out their duties when working at a QPSG and/or host client site that they were assigned to, and must not possess, consume or be under the influence of alcohol, drugs or other impairing substances.
- Anyone suspected of being impaired due to alcohol or substance abuse or taking drugs, legal or illegal, must immediately be removed from the workplace.
- QPSG or its client may request and conduct screening of an employee for alcohol and drugs;
  - on reasonable suspicion
  - following an accident or incident
  - on random unplanned basis where it is considered appropriate.
- A positive test result, refusal to submit to a drug or alcohol test and/or impairment due to the use of drugs or alcohol may result in disciplinary action, up to and including immediate termination of employment.
- Provide assistance and support to an employee whom drugs or alcohol has become a problem.
- Encourage our employees to maintain good health and wellbeing through a suitable lifestyle balance.

As part of these efforts to achieve the highest standards of safety and health, QPSG has a policy of zero tolerance for drug and alcohol use, or the use of prescription medication with adverse safety implications during work hours and zero tolerance for work being conducted under the influence of such substances.