



Drug and Alcohol Policy

Policy Statement

JSK Holdings Pty Ltd is committed to and accepts responsibility in regard to providing the worker with safe work systems and a safe workplace. This commitment includes providing a workplace which is free from the detrimental impact of alcohol and drugs.

Scope

This policy applies to:

- Workers of JSK Holdings (including permanent, casual, and management)
- Visitors and customers who enter any of JSK Holdings' workplaces.
- Contractors, sub-contractors, and their workers.

Objectives

The aim of this policy is to eliminate the risks associated with the use of drugs and/or alcohol in the workplace.

JSK Holdings recognises that impairment due to the consumption of drugs and/or alcohol, may significantly impact an individual's ability to perform their work in a safe manner.

JSK Holdings values its workers and acknowledges that early intervention in regard to the misuse of drugs and alcohol by workers can achieve a resolution before harm occurs to themselves or others.

The objectives of this policy are to ensure that:

- No worker shall work or continue to work whilst they are unfit for work while employed by JSK Holdings .
- No worker shall bring alcohol or illicit drugs onto the work premises.
- The accepted BAC while in the workplace is 0.00 g/dL (and/or as per Client site policy).
- Any worker who is using prescription medication or over the counter medication that can result in physical or cognitive impairment will report this to the JSK Holdings Line Manager prior to commencing work.
- Workers understand and comply with JSK Holdings policies and procedures in regard to drugs and alcohol throughout the period of engagement.
- Workers understand that they may face disciplinary action of up to and including dismissal for breaches of this policy.
- Workers understand their responsibilities in regard to the above.



Definitions

Term	Definition
Blood Alcohol Concentration (BAC)	The level of alcohol detected in the blood through established testing protocols, measured in g/dL
Drug	Any substance that causes physical, cognitive, or behavioural changes with a resultant impaired performance. This definition includes illicit drugs, prescription medication and over the counter medications.
Fit for Work	A worker that is in a state (mentally, emotionally, and physically) that enable them to perform their assigned tasks safely and competently. Primary determination of fitness for work is based on the opinion of management, the relevant supervisor, or objective measurements.
Illicit Drug	Drugs that are prohibited by State or Commonwealth law. Examples include (but are not limited to); cannabis, amphetamines, cocaine, and heroin.
Over the Counter Medication	Drugs which can be obtained without prescription from a pharmacist which may cause physical or cognitive impairment. Examples include (but are not limited to); analgesics (pain killers) and antihistamines (allergy medications).
Positive	At or above the relevant Australian Standards prescribed cut-off level for illicit drug detection in the saliva, urine or blood, positive detection of synthetic substances and/or 0.01 BAC or above.
Prescription Medication	Drugs which are prescribed by a medical practitioner and issued by a pharmacist.
Worker	A person employed by JSK Holdings in either a permanent or casual basis.
Workplace	Any location including land/buildings/vehicles/machinery and or other premises or equipment where work is carried out for, or on behalf of JSK Holdings and JSK Holdings clients.

Grounds for Drug and Alcohol Testing

All workers who are covered by this policy may be requested to undertake a drug and/or alcohol test. JSK Holdings conducts testing in the following circumstances:

Pre-employment/deployment

JSK Holdings may require a mandatory pre-employment/deployment drug and alcohol test before an offer of employment/deployment can be made.



Post-Accident/Incident

Following any significant incident, drug and alcohol testing may be conducted. Significant incidents include (but are not limited to):

- Damage to JSK Holdings or Client property.
- Injuries treated via first aid or a medical practitioner.
- Reportable near misses.
- Vehicle and/or equipment incidents.

Reasonable Cause

If JSK Holdings or Client suspects, on reasonable grounds, that a worker's fitness for work is impaired due to the consumption of alcohol or illicit drugs, then the worker may be directed to undergo a drug and/or alcohol test.

Reasonable grounds include (but are not limited to) circumstances where the worker:

- Appears to have impaired coordination/balance.
- Exhibits a reduced ability to concentrate and/or communicate.
- Have red/bloodshot eyes and/or dilated pupils.
- Has impaired memory.
- Has slurred speech.
- Is behaving out of character (including erratic or irrational behaviour).
- Smells of alcohol.

Random Drug and Alcohol Testing

Persons who are covered by this policy may be randomly selected by JSK Holdings or the Client at any time to undergo an alcohol and/or drug test without notice.

Breach of this Policy

A worker who breaches this policy may face disciplinary action up to and including termination of employment.

Examples of breaches include (but are not limited to):

- Being unfit for work due to the consumption of alcohol or illicit drugs above prescribed cut-off measurements.
- Misuse of prescription medications or over the counter medications.
- Providing false or misleading information to JSK Holdings or any stakeholders in connection with this policy.
- Refusing or failing to provide a sample for the purpose of testing within two hours of a request.
- Tampering with a sample - e.g., sample substitution, dilution, or addition of adulterant substances.
- Possessing, consuming and/or distributing drugs or alcohol whilst at the workplace.

Daljeet Singh
Director