



JustAutomotive recruitment

Just Automotive Recruitment Drug and Alcohol Policy		
Issue Date: 30/06/2021	Version: 007	Issuer: D Robinson
Issue Date: 15/06/2018	Version: 006	Issuer: D Robinson

INTRODUCTION

Just Automotive Recruitment is committed to providing a safe place of work that do not place the health and safety of any person at risk. This includes a safe and healthy workforce that is free from the hazards associated with the use of drugs or alcohol in the workplace.

Just Automotive Recruitment acknowledges that alcohol and drugs are significant contributing factors to chronic illness and also that employees under the influence of alcohol and drugs are more likely to be involved in workplace accidents.

POLICY

Just Automotive Recruitment is committed to providing safe places of work that do not place the health and safety of any person at risk.

This commitment shall be fulfilled by ensuring:

- The possession, soliciting, selling, distribution or consumption of illicit or non-prescribed drugs at work is prohibited.
- Personnel are not under the influence of illicit, prescribed, or non-prescribed drugs or alcohol at any level.
- Alcohol is Zero Tolerance.
- This applies to any activity, in particular it applies where personnel are required to operate vehicles or equipment, or work near vehicles or machinery;
- The consumption of alcohol is prohibited in vehicles or within any company operational area.
- Identification of risk and implementation of controls for work events where alcohol may be available.
- Identification of risk and implementation of controls in regard to prescription medication. Employees must notify their supervisor if they are

taking medication that may have adverse effects on their work performance.

Just Automotive Recruitment will:

- At the request of the employee provide reasonable assistance for the rehabilitation of employees who have issues with drug and/or alcohol abuse.
- Protect employees from discrimination due to reporting the risk of others due to potential drugs and alcohol effects.
- Reserve the right to discipline any employee who breaches this policy or any statutory requirements.
- Maintained confidentiality where appropriate in regard to all aspects of this policy.

Just Automotive Recruitment seeks the co-operation, commitment and support of all employees who are involved with the activities of Just Automotive Recruitment in achieving and maintaining a safe working environment.

For further information on Just Automotive Recruitments Drug and Alcohol Policy, please contact donna@justautomotiverecruitment.com.au