

# DRUG & ALCOHOL POLICY

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Section B – Non Contractual Policy

# Drug & Alcohol Policy

## **Possession, use or supply of illegal drugs**

The possession, use, supply or attempted supply of illegal non prescribed drugs constitutes a criminal offence and will be regarded by us as constituting gross misconduct, justifying a summary dismissal.

If we suspect that you have been involved in the possession, use or supply or attempted supply of illegal non prescribed drugs during the course of your employment, we may report the matter to the police and carry out appropriate searches as required.

## **Use of illegal drugs and alcohol**

If you are unable to do your work because you are using or have used illegal non prescribed drugs or alcohol, we will view your behaviour as a serious disciplinary offence that might result in the termination of your employment.

In circumstances where we suspect that you are mis-using illegal non prescribed drugs or alcohol, we reserve the right to request that you submit to a drug and alcohol test.

Where an illegal non prescribed drug or alcohol problem affects your work, we will try to adopt a sympathetic attitude provided you undertake to undergo rehabilitation treatment.

If you refuse to accept that you have a problem relating to drugs or alcohol abuse when that problem is affecting your work or if you refuse treatment to deal with the problem, then your conduct and/or performance will be dealt with under the disciplinary procedure. If the treatment for your alcohol/drugs dependency does not address your problem and dependency, your employment may also be terminated.

## **Corporate hospitality**

Unless it is part of your job to undertake corporate hospitality (in which case alcohol consumption must be moderate and must not affect your ability to undertake your duties in a professional manner) you are expressly forbidden to consume alcohol when at work or to bring it onto the premises for that purpose.

Any breach of this rule will be treated as gross misconduct and will result in disciplinary action being taken against you for which a possible sanction is summary dismissal without notice or pay in lieu of notice.