

## DRUG AND ALCOHOL POLICY

Quay Transport Ltd (Quay) is committed to ensuring the health and safety of all stakeholders affected by its activities. Quay recognises that effective management of health and safety issues is an integral and essential part of a successful business.

Co-operation and partnership of employees at all levels is vital in achieving sustainable and continual improvements in health and safety. All employees and contractors or suppliers have a legal duty to take reasonable care of their own health and safety and that of others affected by their work activities.

The misuse of drugs or alcohol by individuals can lead to an increased risk of incidents. Therefore, Quay aims to reduce these risks by means of this Policy and accompanying Procedures and Guidance. (together, Drugs & Alcohol Requirements).

This Policy is applicable to the following: employees in the workplace whose activities and job duties are safety-critical or involve attendance on client premises, including those working with machinery, those whose job duties involve driving and those whose job duties involve responsibility for the care of others. Additionally, sub-contractors shall be required to comply with the Policy.

**The aims of this Policy are to:**

- Ensure that Quay complies with relevant legislation relating to substance abuse at work (including, without limitation, The Health and Safety at Work etc. Act 1974, The Transport and Works Act 1992, The Misuse of Drugs Act 1971
  - Takes a proactive approach to ensure that our workplace, including all vehicles, is a drug and alcohol-free environment, as part of our commitment to ensuring a safe and productive workplace, by ensuring that all relevant individuals are aware of this Policy.
  - Undertake measures to prevent persons attending work under the influence of illegal drugs, misused prescribed or over-the-counter medication or alcohol, by using a testing regime and providing information, instruction and awareness training to all relevant individuals on the health effects of alcohol and illegal drug use.
  - Explain the principles behind this Policy and the repercussions of a breach of it (including disciplinary procedures and dismissal).
  - This Policy may be reviewed at any time to reflect changes in legislation, industry standards or the expectations and requirements of Quay. Such amendments or updates will be communicated to all relevant individuals.

This Policy forms part of Quay's Procedure and Guidance related to the Management of Drugs & Alcohol in the Company. It is incumbent on all employees to be trained on and understand their responsibilities in relation to the misuse of such substances.

Signed  
Gary Kirkby.  
Managing Director.

