



ALCOHOL POLICY

Shiptech Drydocks Operations recognize the value of its employees and is committed to promoting and maintaining the health and well-being of every member of its work force.

Alcohol and other drugs may impair an individual's capacity to perform their job safely and can endanger themselves and others. All employees, regardless of their position or classification, have a responsibility when commencing work to be "not under the influence" of alcohol or other drugs. This includes casual and subcontracted staff engaged by Shiptech Drydocks Operations.

The company bans the consumption/storage/purchase/selling of alcohol in company premises/accommodation.

All Managers and Supervisors have an initial and ongoing responsibility to assess the suitability of their subordinates to operate safely in the workplace. Where Managers know, or suspect, that an employee's ability is, or may be, impaired by alcohol or other drugs they are required to take appropriate action to address this situation and eliminate any hazard.

Employees have responsibility to:

- ❖ *Ensure they are not, by consumption of alcohol or other drugs, in such a state as to endanger their own safety at work or the safety of any other person at work/camp.*
- ❖ *Present for work and remain not influenced by alcohol or other drugs. This includes employees engaged for after-hours work, on standby availability, casual or contract.*
- ❖ *Notify their Manager/Supervisor if their work performance is likely to be influenced or if there is any risk to the safety of self or other employees.*
- ❖ *Consult with their Manager/Supervisor about any concerns they may have about working with other workers due to possible increased risk to safety.*
- ❖ *The requirements for the control of alcohol and other drugs in the workplace/camp form part of the company's health and safety policy and, as such, any breach of this policy will lead to disciplinary action being taken, which may include dismissal.*

With respect to this policy:

- ❖ *Confidentiality is to be observed in these matters.*
- ❖ *No employee will be unfairly discriminated against by their actions.*
- ❖ *Relevant education and awareness will be provided to management and employees to assist them in fulfilling their roles and responsibilities.*

Sep 2024


General Manager