

Drug and Alcohol POLICY 1.5.1



Apex is committed to providing a safe workplace for all employees, contractors and visitors. Therefore in the interests of health and safety, illegal drugs and alcohol are not permitted on the work site. Any person suspected of being under the influence of illegal drugs and/or alcohol will not be permitted to work or remain on the premises. Employees suspected of being under the influence of drugs and alcohol will be offered counselling and may face possible termination of employment under certain circumstances.

The company shall:

- Provide an alcohol and drug free workplace for all employees, contractors and visitors
- Comply with statutory and regulatory obligations on drugs and alcohol in the workplace.
- Provide access to external counselling for all employees wishing assistance with drugs or alcohol.
- Provide information about the effects of drugs and alcohol to all employees.

Managers and Supervisors shall:

- Implement and uphold the company's policies at all times.
- Maintain confidentiality of employees' prescribed medication requirements.
- Suitable duties will be found for employees not able to perform normal duties due to medication.

All employees are expected to:

- Follow the drug and alcohol policy.
- Not to come to work under the influence of drugs or alcohol.
- Advise their supervisor if they are taking any medication, which may affect their ability to work. This information will remain confidential.

Managing Director	Signature	Date
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Employee Representative	Signature	Date
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