

Drugs and Alcohol Policy



CCS Group Limited and its subsidiaries Cleshar, ITS and GPX, regard the ongoing health, safety and welfare of its workforce and contractors as its primary goal and is committed to the avoidance of injury and ill health associated with the undertaking of its business. In this regard it is the Group's policy that alcohol and/or drugs of abuse are not to be consumed at any time while on duty nor shall anyone present for duty suffering from the adverse effects of alcohol and/or drugs abuse.

The requirements of this policy apply to the whole of the Group's workforce. The Group further requires that all organisations it contracts with have, as a minimum, a clear commitment to drug and alcohol management, with established appropriate management systems to deliver against that. It further requires that the operatives of all organisations that it contracts with submit themselves to the CCS drug and alcohol screening programme that exists to ensure the ongoing safety of all persons working in, or affected by, the industries in which it operates.

The detailed management of alcohol and drugs is addressed in the Group's Integrated Management System (IMS) procedure P103 Drugs & Alcohol Management. The procedure encompasses all legislative and client drug and alcohol management requirements insofar as they pertain to the Group's operatives and subcontractors.

It ensures the provision of a direct and sub-contracted workforce that is unaffected by inappropriate use of drugs and/or alcohol and prescribes how any person contravening the requirements of this policy is to be managed. Key areas addressed include:

- Legislative requirements
- Client requirements
- Drug and alcohol screening methodology
- Drug and alcohol testing methodology
- Actions associated with prescription/over the counter medication
- Support provision to staff with drug and/or alcohol problems
- Reporting processes
- Pre-employment, random, for cause and post-incident testing scenarios
- Disciplinary action arising from positive tests

The requirements of this policy, and the supporting IMS procedure, are communicated to all of those affected by them through various mechanisms including the intranet, emails, newsletters, safety notice boards, toolbox talks, briefings, etc.

The CCS Board will review the Group's drug and alcohol programme at regular intervals and will make any adjustments to its screening and testing programmes, as may be appropriate.

The application of this policy will be subject to internal audit aimed at assuring its ongoing effective implementation. Any issues identified as requiring remedial action will be assigned to those persons best placed to rectify them and actions arising will be monitored through to completion.

This policy is subject, as a minimum, to annual review to ensure that it continues to reflect the absolute commitment of the Group to the effective management and control of drugs and alcohol in all works that the Group undertakes. CCS takes great pride in being at the forefront of efforts to remove drugs and alcohol from the workplace as part of its wider commitment to delivering the highest reasonably practicable levels of health and safety.

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