	POLICY NAME	Drug & Substance Abuse Policy	POLICY REFERENCE	PO-EH-HSE-04
	ORIGINATOR	Health Safety & Environment Manager	Page 1 of 2	
	DISTRIBUTION	All employees, visitors & sub-contractors	ISSUE NUMBER	002
	NEXT REVIEW DATE	31.03.2021	EFFECTIVE DATE	01.04.2019

1. INTRODUCTION

E H Construction (Pty) Ltd trading as Excavator Hire is a Civil Engineering Construction company striving towards the successful implementation of an OHS&E Management System. We are committed to the health and safety of all our employees, interested and affected parties, as well as environmental impacts which may be affected by our acts and omissions.

It has the responsibility to promote workforce wellness by recognizing the dangers of intoxication drugs and substance and use of drugs and therefore provide its employees with a forum for alcohol and substance free working environment.

2. SCOPE

This policy applies to all employees, sub-contractors and visitors

3. OBJECTIVE

The objective of this policy is to provide a free and healthy environment for our employees, customers and visitors and recognize that drugs and substance abuse has direct adverse outcomes on their health and financial status.

4. OUR RESPONSIBILITY


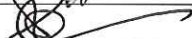
- We shall investigate complaints regarding employees, customers, and visitors engaging and involved in drug and substance abuse
- We shall inform, consult and train employee on this policy and avail management programme to curb drug and substance abuse.
- We shall ensure all employee driving and using company vehicles are aware of this policy.


5. EMPLOYEE RESPONSIBILITY

- To ensure they don't engage and indulge in drug and substance abuse
- Comply with this policy and report cases of drug and substance policy
- Inform visitors customer engaging in alcohol and substance of this policy upon arrival on site,

In regard to this policy the following cardinal rules shall apply:

- Under influence of alcohol or drugs employees will be deemed unfit for duty and removed immediately from site
- It will be forbidden to take drugs/alcohol while on EH Construction premises or any site where it is undertaking project or any work.
- A person or person suspected of being under the influence of alcohol must if requested to immediately submit themselves for testing;
- Employees shall be randomly tested for alcohol as part of and conditions of employment upon entry into their operational areas.


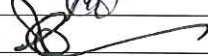
	Title	Name	Signature	Date
Originator	HSE Manager	Gabriel Makara		02/04/2019
Approval	Managing Director	Clive N Evans		2/04/2019
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- e) Employees shall be directed to an Employee Assistance Program whereby the family and where applicable, the Social Way Performance Officer for mentorship and counselling.
- f) Person knowingly suffering from any physical or mental condition due to alcohol and substance abuse to the extent that the person is prevented from performing their duties in an acceptable will be removed from site and recommended for counselling.
- g) Employees will be required to undergo for Alco-test when required by their superiors on demand.

6. APPROVAL

Policy Number	Issue Date	Date last revised	Issue No.	Amendments Detail
PO-EH-SHE-04	30/03/2018	31/03/2019	02	Included originator as Gabriel Makara and approver as Clive N Evans

	Title	Name	Signature	Date
Originator	HSE Manager	Gabriel Makara		02/04/2019
Approval	Managing Director	Clive N Evans		2/04/2019
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