HSEQ POLICY

Drug & Alcohol Policy

Maintaining a safe workplace free from impairment caused by alcohol and other drugs.

Policy statement

Hawk-Eyes is committed to a safe workplace. Alcohol or other drug impairment can affect judgement, coordination, reaction time and the ability to perform work safely. This policy sets expectations to prevent impairment at work and support compliance with applicable law and client or site requirements.

1. Scope

- This policy applies to employees, contractors and other personnel performing work for or on behalf of Hawk-Eyes, including while on company premises, at client sites, in company vehicles, during work-related travel and at work-related events.

2. Prohibited conduct

- Workers must not commence or remain at work while impaired by alcohol or other drugs.
- Possession, use, distribution or supply of illegal drugs at work, on company premises, in company vehicles or at client sites is prohibited.
- Alcohol must not be consumed during working time or before safety-critical duties where it may result in impairment. Any authorized work-related event involving alcohol must be managed so that no person returns to safety-sensitive work or drives while impaired.
- Workers must not misuse prescription or over-the-counter medication. A worker who believes medication may affect safe performance should confidentially raise the issue with an appropriate manager before undertaking affected duties.

3. Testing and client requirements

- Where drug and alcohol testing is required by law, contract, a client, a principal contractor or a site rule, Hawk-Eyes will cooperate with the applicable process, subject to relevant legal requirements and procedural safeguards.
- Testing arrangements, including pre-employment, random, for-cause or post-incident testing, will only be applied where authorized by applicable law, contract, policy and a properly established procedure.
- Any testing process must be conducted by an appropriately qualified provider using suitable procedures. Results and related personal information will be handled confidentially and in accordance with applicable privacy requirements.

4. Responding to a concern

- If impairment is suspected, the person must not continue safety-sensitive work or drive. A supervisor should take reasonable steps to make the situation safe, arrange suitable transport where necessary, and escalate the matter under company and client procedures.
- Any incident, refusal to follow a lawful and reasonable direction, or confirmed breach will be managed fairly and consistently, taking account of applicable law, contractual obligations and the circumstances.

5. Support and responsibilities

- Workers are encouraged to seek assistance early if they are experiencing alcohol or other drug-related difficulties. Where appropriate, management may discuss support options and safe work arrangements.
- Management and supervisors must apply this policy consistently, protect confidentiality and ensure that safety concerns are addressed promptly.
- Workers must present fit for work, comply with applicable testing and site requirements, and promptly raise concerns about impairment.

6. Review

- This policy will be reviewed periodically and when legislation, client requirements, operational risks or experience indicates that changes are required.