



## Alcohol & Drugs Policy Statement

This Alcohol and Drugs Policy Statement is applicable to all personnel under TQ Catalis Ltd's control. The Company shall take all reasonable steps to ensure that all relevant personnel are made aware of this Policy statement.

TQ Catalis Ltd recognises its responsibility not to allow personnel who are under the influence of alcohol or drugs to work on the railway infrastructure. To address this responsibility, the company requires that no employee, associate or sub-contractor will report for work or attempt to report for work whilst:

- Under the influence or in possession of illegal drugs.
- Under the influence of medication which does or may affect the safety of the employee or others.
- Under the influence or in possession of alcohol.

The standards to be applied will be, as applicable, to the relevant infrastructure owner:

- Network Rail Company Standard NR/CS/OHS/051.
- Railway Group Standard GE/RT8070.
- London Underground Standard Alcohol and Work 2-02201-000, Drug and Work 2-02207-000.
- Transport and Works Act 1992.

Control measures to implement this policy are in place, namely:

- Documented procedures relating to Alcohol & Drugs.
- Alcohol and Drug screening carried out as:
  - Pre-employment on the railway infrastructure
  - Annually, as required by the infrastructure owner
  - Unannounced screening of a minimum of 5% of relevant personnel annually
  - For Cause (Arrangement with Infrastructure Owner approved provider for 'for-cause screening')
  - Post Incident
- Require employees, associates and sub-contractors not to be in possession of controlled drug or alcohol or not to consume the same when on railway infrastructure.
- Review of the Alcohol and Drugs Policy for adequacy on an annual basis.
- Remove from the infrastructure and suspend any person whose test prove positive.
- Notify all relevant authorities, including NCCA of any positive results.
- Require personnel to notify the supervisor/manager when taking medicine which may affect their work.

Personnel that believe they have alcohol or drugs related problems and pro-actively raise the issue (i.e. not after being involved in an incident or being nominated for a test) shall be provided confidential support. However, other personnel in contravention of this Policy shall be subject to appropriate disciplinary action.

**Signed**

A handwritten signature in blue ink, appearing to be 'C. J. King'.

**Position**

Managing Director

**Date** 08/10

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