



2009 DRUGS & ALCOHOL POLICY

As a professional security company Stag Security Services Limited recognises that it has a responsibility to provide a safe and productive workplace not only for its employees but also for its customers.

Substance abuse is incompatible with the health and safety of both Stag Security employees and its customers. It is detrimental to the efficiency of operations and can only impair both the success of Stag Security Services and its employees.

Any employee working under the influence of drugs or alcohol compromises the Company's interest's, endangers their own health and safety and the health and safety of others. The aim of this policy is to:

- Ensure the health, safety and welfare of Stag Security Services employees, its customers and the general public by reducing the risk of accidents, incidents or near misses caused by employees suffering from the effects of alcohol or drug misuse.
- Ensure employees understand that the Company does not approve of the excessive and inappropriate use of alcohol or the misuse of drugs whether illegal or prescribed.
- Ensure that employees understand that it is an offence to drink alcohol or take drugs on duty or be under the influence of alcohol or drugs either before or during a duty period.
- Produce information and positive guidance to employees on the problems associated with alcohol and drugs abuse.

- Ensure compliance with all relevant legislative arrangements and codes of practice for the industry.

The Company will reinforce, as necessary, the commitment by the provision of appropriate resources to enable it to pursue policy objectives by:

- Employing methods to measure performance in the management of substance abuse.
- Developing effective levels of communication on substance abuse issues.
- Constantly reviewing the approach to management of substance abuse.
- Employing recognised and modern practices and procedures.
- Providing cost-effective funding and resources.

ARRANGEMENTS

The aims of this policy will be achieved by using screening processes, education and information programmes to:

- Detect any person who takes alcohol or drugs either at work or before coming to work.
- Ensure compliance with the relevant legislative arrangements

Screening will be used in the following circumstances:

Post Accident/Incident

If following an accident/incident there are reasonable grounds to suspect that the employees actions or omissions contributed to the cause then the employee will be tested for drugs and/or alcohol by the Company (or by the police if they attend) through an approved testing agency. The employee will be suspended from duty, with pay, whilst waiting for the test results.

For Cause (behaviour or appearance)

If a manager or supervisor has reasonable cause to suspect that an employee is unfit for work as a result of drugs and/or alcohol then the employee will:

- Not be allowed to start their duty or will be relieved immediately if they have commenced a duty.
- Be tested for alcohol and/or drugs by the company or a recognised agency.
- Be suspended from duty, with pay, whilst waiting for the results.

Random

To maintain a drug/alcohol free workplace random drug/alcohol screening of employees will take place each year. All employees will be included in the random selection. If an existing employee's test result is positive, or they refuse to take a test, action will be taken in accordance with the Company's disciplinary procedure. This procedure may result in dismissal. All drug screening for existing employees will be carried out by the company using a recognised testing process and analysis.

RIGHT OF APPEAL

If an existing employees test result is positive they have the right to gain a second independent opinion. The results of both tests will be carefully considered by the relevant Manager before any further action is taken.

EDUCATION, TRAINING AND INFORMATION

The Company will provide appropriate ongoing training for managers and supervisors in the recognition of drug and/or alcohol abuse and the actions necessary for the implementation of this policy.

In addition a programme of education and information will be maintained to ensure all employees are aware of the effects of drug and alcohol abuse on their health and safety.

An employee with an acknowledged alcohol and/or drugs problem who takes action to seek help will receive assistance from the Company. Any information disclosed to the Company will be treated in the strictest confidence.

LEGAL OBLIGATIONS

The Company reserves the right to report to the police any employee that is found to be:

- In possession of drugs
- Trafficking drugs
- Under the influence of drugs

Graham Watson

Chief Executive

Stag Security Services Limited

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