

Drugs & Alcohol Policy

Bailey Personnel has a zero tolerance in regards to reporting for work under the influence of drugs and alcohol. The consumption of alcohol or the taking of illegal drugs anywhere in the workplace is strictly prohibited and is a serious threat to safety. Illegal drugs are prohibited and must not be brought into or consumed in the workplace. These drugs include: cannabis, heroine, opiates such as cocaine and other stimulants such as amphetamines or any other party drugs.


For any worker who reports to work under the influence of illegal drugs or alcohol or if a worker behaves in a manner that indicates that they may be under the influence of drugs or alcohol, or is observed taking illegal drugs or alcohol in the workplace, management has a duty of care to have the worker cease work and immediately attend a Drug and Alcohol Test with the Company Doctor.

Bailey Personnel workers may be required to undertake a Drug and Alcohol Test after an incident involving plant or equipment; as a result of random Drug & Alcohol Test procedures by Bailey Personnel or Bailey Personnel client or as per CASA Regulations in Airport related environments.

Bailey Personnel is committed to assisting workers with drug & alcohol related problems and a confidential referral may be organised by the business manager to an Employee Assistance Provider. Bailey Personnel has developed a Drug and Alcohol Program to detail further information and procedures for Bailey Personnel Supervisors and workers to address this serious issue.

Workers taking prescribed medications or pharmaceutical drugs which may impair their judgement or work performance must advise their Bailey Personnel Supervisor or Consultant of the likely effect of the medications so that appropriate work assignments can be given.

It is important to note that any worker who breaches the company's Drugs and Alcohol Policy will be subject to the company's disciplinary procedures up to and including termination of employment. Alcohol consumption at Company functions is only permitted as authorized by a Senior Manager. Workers are required to observe appropriate standards of behaviour and obey all relevant law.


CEO and Founder

Justin Bailey
September 2015

Version	Date Created	Date Reviewed	Next Review	Authorised by	Page
6	July 2007	September 2015	September 2017	Justin Bailey	Page 1 of 1