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Introduction

<<Company>> are responsible employers. We take concerns to our employees very seriously. This is why we have set out this policy to protect the health, safety and welfare of our employees and to help us comply with the law. Misuse of non prescribed drugs is not only dangerous but also illegal under criminal law.

- Section 2(2)(e) of the Health and Safety at Work Act 1974 places a duty on employers to provide a safe and healthy working environment for all staff.
- It is an offence to supply or produce controlled drugs.
- The Misuse of Drugs Act 1973 requires a licence for the occupier of premises to supply controlled drugs or allow the smoking of cannabis or opium on the premises.
- It is also an offence to possess controlled or illegal substance and to supply or produce controlled or illegal substance and to supply or produce controlled or illegal substance that are legally and commercially available in the United Kingdom.

Aims of the Policy

This policy aims to:

- Comply with the Company's Health and Safety Policy to provide a safe and healthy working environment for all staff.
- Comply with all of the relevant laws.
- Raise awareness of the risks associated with the use of controlled drugs.
- Guarantee the right of employees to work in an environment unaffected by controlled drugs.
- Provide support to staff who have been affected by the misuse of controlled drugs.

Health and Safety

Controlled substances often possess symptoms that are similar to those of their colleagues at work as well as anyone under the influence of controlled substances. Employees should be aware that possible signs of drugs abuse. Such include:

- Sudden changes in behaviour;
- Confusion;
- Irritability;
- Fluctuations in mood and performance;
- Impairment of performance;
- Increase in short term sickness.

Employees should report any concerns to <<individual/tile>> but should not display the symptoms or discuss the symptoms with colleagues.

Prohibition

- No non – prescription drugs or controlled substances are to be consumed in or brought onto company premises, land or vehicles used in connection with the business with, the Company.

- The prohibition of non-work related activities whilst they are at work. This includes any company business, whether on or off the premises, business, training or social activities.

Disciplinary Action

A breach of these rules will be defined as a disciplinary offence. If it is likely that the employee in question will face summary dismissal.

Principles

- If an employee is diagnosed with a health problem as a health matter. This does not constitute a disciplinary matter. The Company will treat it as a health matter. This does not constitute a disciplinary matter. The Company will treat it as a health matter.
- All drug related issues will be handled in a constructive and sympathetic manner, and the person responsible for the problem will also provide any information and help.
- All requests for help will be handled in confidence and all information gathered as a result will be handled in confidence and all information gathered as a result will be handled in confidence.
- The Company will provide suitable treatment to follow a suitable course of treatment. Where an employee agrees to follow a suitable course of treatment, any disciplinary action may be suspended.
- The Company reserves the right to require an employee to perform lighter duties at the same rate of pay, or require the employee to perform lighter duties at the same rate of pay.
- Following effective treatment, the Company will endeavour to return the employee to the same role previously fulfilled by the employee.
- In the event that an employee suffers a relapse, the Company will provide a provision for any further disciplinary action.
- If it is considered that the employee's culture is the cause or a contributor to a drug related problem, the Company will ensure a reduction of stress and ensure a reduction of stress.

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This policy has been approved & signed by:

Name: <<Insert Full Name>>

Position: <<Insert Position>>

Date: <<Date>>

Signature:

ces Manager>>