



05/01/2026

D6 Drug and Alcohol Policy

Requirement: To maintain safe and healthy working conditions.

Purpose: To reduce the risk of work-related accidents, injuries and cases of ill health and help ensure the health, safety and welfare of anyone affected by the fleet operation.

Demonstration: Our Drug and Alcohol Policy is in place to reduce the probability and severity of work-related accidents, injuries and causes of ill health due to drug and alcohol use.

Introduction

The following sets out the company policy on drugs and alcohol. The policy recognises the need to ensure that all employees, and the company, conform to the legal requirements covering this subject.

Policy

- No person will drive a company vehicle or work on other duties whilst under the influence of drugs or alcohol. In simple terms, we operate a zero-tolerance policy.
- The above applies in total to the working day / environment.
- No employee should accept drugs or alcohol from any person whilst on company business at any time.
- Any person found to be under the influence of drugs or alcohol will be subject to the company Code of Conduct / Disciplinary process (gross misconduct) where their employment will be at risk.

Why do we have a Policy?

We endeavour at all times to prevent risks / accidents to all employees, customers and the general public from the use and misuse of drugs and alcohol by our employees and others working with or for the company. We use this policy to prevent any effects drugs and alcohol may have on our business performance, and as important, protect our employees who drive company vehicles from drug / drink and drive convictions.

Who does this policy affects?

Without exception, all employees and directors of the company, all people who have access to our vehicles, and all contractors who may work for, or on behalf of, the company.

What if I take medication?

All employees must be fully aware that if medication is prescribed, or advised by a medical practitioner or pharmacist, they must advise them of the nature of this company policy in order that appropriate information on the possible side effects and workplace safety can be given.

This also includes over the counter, non-prescription medication.

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BANK DETAILS

Sharp Brothers (Skips) Ltd

SORT: 20-72-89

ACCOUNT NO.: 00278807

Barclays Barking Central Branch



REGISTERED WASTE CARRIER NO: CBDU64659 VAT REG NO: 756 4862 90

You must notify your manager of any medication that you are taking where the information will be recorded on our register and treated with the strictest of confidence

Screening testing for alcohol and drugs.

We reserve the right to screen any employee who would appear to have taken drugs or alcohol either at work or prior to coming to work. This would normally be carried out by a urine sample.

We would also consider screening any potential employees for drugs or alcohol, failure to agree to this by the candidate may result in them not being employed. We would also test when there was a clear reason i.e. abnormal behaviour by current employees, was apparent.

Random testing.

We operate random testing subject where there is a clear reason i.e. abnormal behaviour by current employees, was apparent.

This also includes after a site related accident / incident / traffic collision accident or near miss, if deemed appropriate.

We are here to help.

Any employee who needs advice or help on any drug or alcohol concerns should contact in the first instance their own manager or the company Managing Director. Every effort will be made to assist the employee in this situation.

This Policy is:

- Documented and reviewed
- Retained
- Communicated

Implementation

This Policy shall be effective immediately from the date of signature.

Review Date

This Policy and Procedure will be reviewed annually from the date below but may be subject to change due to legislation or events before that time line in which case the relevant information will be included thereon

Signed *Terry Sharp*
Position Managing Director
Date 05/01/2026

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