



ALCOHOL & DRUGS POLICY

GPL Group (Manchester) Ltd is committed to enforcing an effective Alcohol & Drugs Policy. For rail work this will be in accordance with the requirements of Railway Group Standard GE/RT8070 - Alcohol and Drugs (current issue), Network Rail Company Standard NR/L1/OHS/051 (current issue) - Network Rail's Alcohol & Drugs Policy, the Transport at Works Act 1992 and Railways and Other Guided Transport System (Safety) Regulations 2006.

As a company we recognise the importance of an effective drugs and alcohol policy in its contribution towards ensuring the health, safety and wellbeing of all our employees, sub-contractors, visitors and all those affected by our works. This policy and its mandatory application will be communicated to all employee and sub-contractors.

It is a requirement of GPL Group (Manchester) Ltd that no employee or sub-contractor shall:

- Report or attempt to report for duty having just consumed alcohol or being under the influence of drugs.
- Report for duty in an unfit state due to the use of alcohol or drugs.
- Be in possession of alcohol or drugs of abuse in the workplace or supply or attempt to supply them in the workplace.
- Consume alcohol or drugs while on duty.
- Use prescribed or over the counter medicine while working on Network Rail Controlled Infrastructure without advising the person in charge.

GPL Group (Manchester) Ltd will undertake regular alcohol and drug screening of employee and sub-contractors working on railway work who are holding Sentinel Smart cards under the following circumstances:

- Pre-employment (If a prospective employee refuses to consent to such an examination/screening GPL Group (Manchester) Ltd has the right to immediately withdraw any offer of employment made).
- Promotion or transfer to Safety Critical activities.
- Following an incident where the use of alcohol and/or drugs may have been a factor.
- When there is cause to suspect that an employee is using or is under the influence of drugs or alcohol.
- As part of a Random screening process a minimum 5% of Sentinel Smart card holders will be Alcohol and Drugs screened per annum.

Note: GPL Group (Manchester) Ltd may also undertake Random and For Cause alcohol and drug screening of employee and sub-contractors not holding Sentinel Smart cards who are working for them on non-railway work as when the company deems this to be appropriate. For Pre-employment and as part of the GPL Group induction process, all new employees will be requested to undertake an alcohol and drugs screening before they commence with their duties.

The implementation of this policy will be supported by the following:

- For all employees and sub-contractors working for GPL Group (Manchester) Ltd refusal to undertake Alcohol and Drugs tests will be considered a positive result.
- GPL Group (Manchester) Ltd will not tolerate any departure from these rules and will take the appropriate disciplinary action which will normally result in dismissal in the event of any infringement.

This policy will be reviewed annually as part of the Management review process, to ensure its continued relevance and adequacy.

Date 16th June 2014

A handwritten signature in black ink, appearing to be a stylized name, positioned above the title 'Managing Director'.

Managing Director

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