

Occupational Health Drug and Alcohol Protocol Model

1. Purpose

This protocol outlines the procedures for managing drug and alcohol-related issues to ensure a healthy, safe, and productive workplace.

2. Scope

This protocol applies to all employees, contractors, and visitors engaged in activities on company premises or company business.

3. Policy Statement

- The company is committed to a drug and alcohol-free workplace.
- No individual shall report to work or remain at work under the influence of drugs or alcohol.
- Support and assistance will be provided to individuals seeking help with substance-related issues.

4. Responsibilities

Role	Responsibilities
Management	Implementation of this protocol, ensuring communication, support, and compliance.
Employees	Comply with protocol, report concerns, seek support where needed.
Occupational Health	Assessment, support, referral, and advising on health-related matters.

5. Prohibited Substances

- Alcohol
- Illegal drugs
- Prescription or over-the-counter medication impairing performance (unless declared and approved)

6. Testing and Screening

- Pre-employment testing where applicable.
- Random testing for safety-critical roles.
- For-cause testing in cases of suspected impairment.

7. Procedure for Positive Test Results

- Immediate removal from safety-sensitive activities.
- Referral to Occupational Health for assessment.
- Investigation and potential disciplinary action in line with company policy.

8. Confidentiality

All information related to drug and alcohol matters shall be handled with strict confidentiality and in compliance with privacy laws.

9. Support and Rehabilitation

Employees may access support programs. Occupational Health can provide referrals for rehabilitation and ongoing guidance.

10. Review

This protocol will be reviewed annually or as required by changes in legislation or operational requirements.

Signatures

Name	Position	Date