



ALCOHOL AND DRUG POLICY

The purpose of this policy is to ensure a safe and healthy work environment for all employees of Avantgarde Tiling Limited ("the Company"), and to comply with all relevant laws and regulations pertaining to drug and alcohol use in the construction industry in the United Kingdom.

Scope:

This policy applies to all employees, including full-time, part-time, temporary, and contract workers, as well as to any individuals who perform work on behalf of the Company, whether on or off the Company's premises.

Policy:

The Company prohibits the use, possession, sale, transfer, or distribution of illegal drugs or controlled substances while on Company property or while performing work on behalf of the Company.

The Company prohibits the use, possession, sale, transfer, or distribution of prescription drugs without a valid prescription and/or in a manner not intended by a prescribing physician.

The Company prohibits the consumption of alcohol while on Company property or while performing work on behalf of the Company.

The Company prohibits the reporting for duty or remaining on duty with a blood alcohol content (BAC) of more than 0.0% or under the influence of drugs.

Testing:

The Company reserves the right to conduct drug and alcohol testing on employees under the following circumstances:

Pre-employment testing

Reasonable suspicion of drug or alcohol use

Random testing

Post-accident testing

Follow-up testing

Refusal to take a drug or alcohol test when requested by the Company will be considered a violation of this policy and may result in disciplinary action, up to and including termination of employment.

Any employee testing positive for drugs or alcohol will be subject to disciplinary action, up to and including termination of employment.

Assistance and Rehabilitation:

The company recognizes that substance abuse is a serious health issue, and as such, it will provide appropriate assistance and/or referrals for employees who may need help with substance abuse problems. The company will support employees who seek help for substance abuse and will not discriminate against those who seek assistance. The company will also provide employees with opportunities to return to work following treatment, as long as they are capable of performing their job functions safely.

Compliance with laws and regulations:

All employees must comply with UK law regarding drug and alcohol use, such as the Misuse of Drugs Act 1971 and Road Traffic Act 1988. The company will comply with all laws, regulations, and industry standards pertaining to drug and alcohol use in the construction industry in the United Kingdom.

Reporting Violations:

Any employee who violates this policy will be subject to disciplinary action, up to and including termination of employment.

Any employee who observes a violation of this policy or suspects that a violation has occurred should immediately report the violation to a supervisor or to the Human Resources department.

Communication and Education:

The company will communicate this policy to all employees and make it available to any interested parties. The company will provide training and education to employees to help them understand the dangers of drug and alcohol abuse, the risks associated with it, and the importance of complying with this policy.

Review and amendment:

This policy will be reviewed and amended as needed to ensure its continued effectiveness and compliance with relevant laws and regulations.

Confidentiality:

Information obtained through testing or other means will be kept confidential to the extent permitted by law.



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Compliance:

All employees are responsible for familiarizing themselves with this policy and must comply with its requirements. Failure to comply with this policy may result in disciplinary action, up to and including termination of employment.

Zero tolerance:

The Company has a zero-tolerance policy when it comes to drug and alcohol abuse, and any violations of this policy will not be tolerated.

Safety-sensitive positions:

Employees in safety-sensitive positions, such as operators of heavy machinery or equipment, are subject to additional restrictions on drug and alcohol use, as outlined in this policy and in accordance with relevant laws and regulations.

Contact for Assistance:

Employees who have concerns or questions about this policy, or who need assistance in relation to substance abuse issues, can contact the human resources department for guidance.

Barbara Zanasi
Avantgarde Tiling Ltd
Managing Director

23 January 2025