

## **Alcohol & Drugs Policy**

COLTMAN PRECAST CONCRETE LIMITED is committed to providing a safe working environment for all employees. In all areas of our business there is a potential risk to the health, safety and welfare to everyone due to the inappropriate use of alcohol and drugs.

To support this initiative the Company has updated/reviewed its Alcohol & Drugs Policy which will include testing for both alcohol and drugs following an accident/incident or where someone is suspected of being in contravention of the policy or impaired at work due to the use of alcohol or drugs. Random testing will also be introduced as part of the Policy.

The Policy will apply to all employees regardless of their job function and title and will apply to all Company premises, including company vehicles, Construction sites and other premises where work is being carried out on behalf of the Company. It will also apply to non-direct employees working at any of these premises.

This Policy was effective from the 1<sup>st</sup> May 2018, and is included in employee Terms & Conditions of Employment.

Any employee who has concerns regarding the Policy, can approach their immediate Supervisor/Line Manager, or alternatively the HR Department, who will discuss the matter sympathetically and in strictest confidence.

Name: David Smith Commercial Director

Name: Kevin Hughes Production Director

Date: March 2024 Date: March 2024