



DUOS BRAIN MANAGEMENT SUPPORT SERVICES

Promises Made...Promises Kept

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Duos Brain Management Support Services . ALCOHOL & DRUG POLICY .

DBMSS strongly believes that being under the influence of alcohol or drugs can seriously impair an individual's judgment and reactions leading to an increased risk of accidents and injuries occurring. The aim of this policy is to ensure the safety of all employees, workers, and visitors by having clear rules in place regarding use and possession of alcohol and drugs, and to support those who have reported a problem with alcohol or drug dependence.

Definition :

Alcohol dependence is defined as: "The habitual drinking of intoxicating liquor by an employee, whereby the employee's ability to perform his/her duties is impaired or his/her attendance at work is interfered with, or he/she endangers the safety of others".

Definition :

Drug dependence is defined as: "The habitual taking of drugs by an employee other than drugs prescribed as medication, whereby the employee's ability to perform his/her duties is impaired, or his/her attendance at work is interfered with, or he/she endangers the safety of others".

No employee, worker of DBMSS shall ever:

- a. Report or try to report for work when unfit , due to alcohol or drugs (whether illegal or not) or to substance abuse .
- b. Be in possession of alcohol or illegal drugs in the workplace .
- c. supply others with illegal drugs in the workplace .
- d. supply others with alcohol in the workplace, except in the course of work duties. For example .
- e. serving customers drinks at the bar; consume alcohol or illegal drugs or abuse any substance whilst at work .

Whether an employee is fit for work is a matter for the reasonable opinion of management.