



RHAZES WELL CONTROL SDN. BHD.  
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## Drug & Alcohol Policy

### Statement of Policy

Rhazes Well Control Sdn Bhd or “Rhazes” prohibited substances may not be brought, kept, consumed, sold, purchased or dealt with in any way on the Company's premise.

### RHAZES DRUG & ALCOHOL POLICY

Rhazes has a vital interest in maintaining a safe, healthy, and efficient working environment. Being under the influence of a drug or alcohol on the job poses serious safety and health risks to the user and to all those who work with the user. The use, sale, purchase, transfer, or possession of an illegal drug in the workplace, and the use, possession, or being under the influence of alcohol on Rhazes premise IS STRONGLY FORBIDDEN.

- Applicants being considered for hire must pass a drug test before beginning work or receiving an offer of employment. Refusal to submit to testing will result in disqualification of further employment consideration.
- Employees shall not report for work or carry out their duties in the course of their employment under the influence of alcohol or drugs.
- If an employee is taking medication which renders him unable to carry out his duties in a manner that will jeopardize the safety of himself and/or the other employees, he must inform his superior accordingly.
- The Company may from time to time at its sole discretion require employees to be randomly test for the consumption of alcohol and illegal substances. Refusal by the employee to undergo such a test may warrant appropriate disciplinary action to be taken by the Company as it deems fit.
- The Human Resource shall be responsible for determining the details of such misconduct or problem and the appropriate action to be taken against the said employee, which may include, without limitation, reprimand, suspension or dismissal. The Human Resource may, if it considers appropriate in the circumstances, submit a report of such misconduct to the Management together with its recommendation of the appropriate disciplinary action to be taken against the said employee.

  
Muhammad Yusuf Hashim  
Managing Director