



Drugs & Alcohol Policy

Date: January 2025

1. Policy Statement

Eden Facilities & Property Management LTD is committed to providing a safe, healthy, and productive work environment. The misuse of drugs and alcohol can impair judgment, reduce performance, and increase the risk of accidents and injuries. This policy outlines our zero-tolerance approach to drugs and alcohol in the workplace to protect employees, subcontractors, clients, and the public.

2. Scope

This policy applies to:

- All employees, subcontractors, agency workers, and visitors engaged in company activities.
- All company premises, vehicles, client sites, and any location where company business is carried out.

3. Policy Rules

- Employees must not consume, possess, or be under the influence of illegal drugs or alcohol while at work.
- Alcohol consumption during working hours, including breaks, is strictly prohibited.
- Prescription or over-the-counter medication that may impair performance must be reported to management.
- Employees must not drive, operate machinery, or carry out safety-critical tasks while under the influence.
- Random or "for cause" testing may be carried out where safety is at risk.
- Breaches of this policy may result in disciplinary action, up to and including dismissal.

4. Support for Employees

Eden recognises that substance misuse can be a health issue. We will:

- Provide access to advice and support services where appropriate.
- Encourage employees to seek help voluntarily without fear of stigma.
- Treat disclosures sensitively and confidentially.

5. Responsibilities

- Directors & Managers: Enforce this policy, ensure staff are aware of the rules, and take action where breaches occur.
- Employees & Subcontractors: Take personal responsibility for compliance, report any safety concerns, and never put themselves or others at risk.

6. Monitoring & Review

This policy will be reviewed annually to ensure it remains effective and compliant with legislation, industry standards, and best practices.

7. Policy Approval



Signed: _____

Sonny Saunders, Director

Eden Facilities & Property Management LTD

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