

## ***DRUG AND ALCOHOL POLICY***

*D.J. Ruskin Machining and Maintenance* is a drug and alcohol free workplace. All employees are required to be drug and alcohol free whilst at work.

### **A drug and alcohol free workplace is defined as:**

For Alcohol – Less than 0.02% blood alcohol concentration; and,  
For Drugs – Any level of drug less than the cut off levels stipulated by Australian Standard AS/NZS 4308.

An employee reporting to work or undertaking work with drug and/or alcohol levels above these standards will be subject to counselling and/or discipline action. Serious or ongoing breaches may result in dismissal.

It is an employee's responsibility to ensure that they are drug and alcohol free at work.

Employees are not permitted to have or sell alcohol or prohibited drugs or prohibited plants or be in possession of any item of equipment for the use or the administration of a prohibited drug or plant on *D.J. Ruskin Machining and Maintenance* premises.