

## **FUGRO GROUND GEOPHYSICS – ALCOHOL AND SUBSTANCE ABUSE POLICY (POL 02)**

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### **GENERAL POLICY**

Fugro Ground Geophysics requires all personnel, including contractors, to be alert at all times while on duty enabling them to undertake work in a responsible manner and respond to emergencies should they arise. As such, it is prohibited to be under the influence of alcohol or drugs in the workplace.

Drugs and alcohol can affect the capacity of a worker to carry out their duties safely. Alcohol is a depressant drug that slows brain activity and responses. Legal and illegal drugs can be broadly categorised as depressants, stimulants or hallucinogens.

### **OBJECTIVES**

- The Company will maintain a Drug and Alcohol Management Plan (DAMP) outlining how it will manage drug and alcohol related training, testing and investigations;
- All employees and contractors understand and are committed to the Company's programme of education and awareness;
- All personnel recognise the importance of suspending work at any time should concern be raised as to the condition of a work colleague;
- Those effected by drugs and / or alcohol while on work duties be immediately removed from those duties and subject to an investigation;
- The use or possession of illegal drugs be forbidden by all personnel, including contractors and consultants;
- Compliance with the legislative requirements for each country of operation.

### **KEY STRATEGIES**

- Education and training is key to promoting and maintaining a safe workplace;
- The Company will encourage ongoing training in alcohol and substance abuse awareness, while remaining firm on personnel who violate Company policy;
- Those affected while on Company duties will be subject to review as part of the Company's investigation process and may be subject to disciplinary action;
- Alcohol consumption is strictly prohibited on work sites during working hours excluding official work functions and sanctioned social functions;
- Personnel will not consume alcohol for a period of 8 hours prior to the next duty time and only in moderation during the 24 hours preceding such duties. As a guide, moderation should be regarded as no more than 3 units of alcohol. One unit is equivalent to half a pint (285mls) of beer, a small glass of wine or a small measure of spirits;
- Use, supply or manufacture of illegal drugs is forbidden when on assignment, including when off-duty;
- Excessive use of any substance is not allowed at any time when on assignment, including when off-duty;
- Personnel suspected of alcohol or substance abuse may be required to undertake a medical examination with the Company doctor. Personnel may also be required to undertake a medical examination as part of the Company's random testing schedule.

Where appropriate, Fugro Ground Geophysics will assist individuals in dealing with drug and alcohol related issues.

### **RESPONSIBILITIES**

The responsibility for developing, maintaining relevance and deployment of the Company's Occupational Safety, Health & Environment Policies rests with the Managing Director.

The responsibility for applying this Policy rests with all employees. Employee is to ensure that they are fit for work prior to and during each and every work assignment.



Kathlene Oliver  
MANAGING DIRECTOR

Application: Fugro Ground Geophysics  
Effective Date: 16 January 2012