



Drug Alcohol & Substance Abuse Policy

Policy Statement

Sea-Tech Marine Construction Ltd (Sea-Tech) supports the Energy and Marine Industries in their opposition to Drugs, Alcohol and Substance Abuse within the workplace. To this end the Company stringently enforces its Policy and any deviation from this policy will be regarded as a disciplinary matter. Management is expected to rigorously impose the provisions of the policy. The Company requires all personnel to: Undergo Drugs and Alcohol testing as part of its pre-employment process where applicable and; to co-operate in random/for-cause testing during employment with the Company.

Alcohol

The Company has a firm policy that it prohibits the consumption of alcohol during working hours on its operational sites. The influence of alcohol can be damaging in terms of employees' ability to perform their duties satisfactorily and introduces risk to themselves and their colleagues. Personnel must take cognisance that consummation of alcohol in their off-duty hours might interfere with their ability to perform their operational duties and must take the necessary measures to ensure that they are fit for work.

The consumption or possession of alcohol (or drugs) is expressly forbidden for all staff when working in a marine environment, and any employee breaching this condition will be subject to disciplinary action. This also applies to employees who are random tested and test positive. No alcohol is allowed in any Company office without the express approval of the Chief Executive Officer.

Testing for Abuse

The Company may, at any time undertake random or 'for cause' Substance/Drug Testing. There are a number of different test methodologies that Sea-Tech employ dependent on circumstances. Every care is taken with such analysis in order that legitimate medication is excluded, and employees will be given the opportunity to declare any current medications prior to the test. It is a condition of employment that employees co-operate with Sea-Tech' random/for-cause tests and provide samples as required. Any positive test will result in the employee's immediate removal from an office or worksite. The Company reserves the right to direct any employee to undertake drug screening if it has reasonable suspicion that they have been taking unauthorised drugs.

Drink Driving

Any employee convicted of drink/driving whilst utilising a company vehicle will be subject to disciplinary action. Please also be aware of the Traffic laws in the country in which you are working with regards to Drink Driving limits. Sea-Tech will also operate a zero tolerance to employees being on work premises while over the legal limit.

Counselling

Notwithstanding the rules above the Company is always prepared to consider offering professional counselling to employees who approach the Company for help if they are suffering from alcohol/drug abuse. This will be treated confidentially.

**PLEASE NOTE THAT ANY BREACH OF THESE RULES WILL RESULT IN
DISCIPLINARY ACTION UP TO AND INCLUDING DISMISSAL**

This policy will be reviewed annually by the Human Resources Department or before should any circumstances or legal changes occur.

Robbie Harthog
Chief Executive Officer
9th June 2021

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