



Thompsons of Prudhoe Group of Companies* Policy Statement

*The Thompsons of Prudhoe Group of Companies comprise:

Thompsons of Prudhoe Holding Ltd, Thompsons of Prudhoe Ltd, W & M Thompson (Quarries) Ltd & Tyneside Minimix (Concrete) Ltd
Registered Offices: Thompson House, Princess Way, Low Prudhoe, Northumberland, NE42 6PL

WORKPLACE SUBSTANCE ABUSE

The Thompsons of Prudhoe Group of Companies (“the Group”) are fully committed to giving the highest priority to safeguarding both the health and the safety of its employees, and all others who may be associated with our activities.

In addition the Group believes in supporting the long-term wellbeing and health of its employees by providing them with, amongst others, a safe working environment. This commitment is seriously threatened when any Group employee consumes alcohol, uses drugs or substances during working hours, presents themselves for work whilst under their influence, or possesses, distributes or sells drugs or substances in the said workplace.

There are no acceptable levels of alcohol and drugs in the workplace other than those medications prescribed by a doctor or obtained from a pharmacist where these are used in accordance with legitimate usage levels and do not affect performance at work. Employees must not bring any other drugs, substances or alcohol, whether legal or illegal, on to the premises or sites under the control of any Thompsons of Prudhoe Group company.

For the avoidance of doubt, “substances” for the purposes of this Policy Statement shall include, (but shall not be limited by definition to) any:

- glue;
- solvent;
- steroid;
- any liquid, tablet, powder, vapour, gas, aerosol;
- or any other material

which, when inhaled, ingested, absorbed or injected may have any effect on the mood or state of mind of anyone taking it - **irrespective of its legality**.

The Group will comply with all relevant legislation relating to substance abuse at work, including without limitation the Health and Safety at Work etc. Act 1974 and the Misuse of Drugs Act 1971.

Whilst random testing of employees is not currently carried out as a matter of course by the Group, this will be reviewed periodically. However, the Group reserves the right to carry out random or individual tests for drug, alcohol and / or other substances if specifically required by a Client, as a condition of a contract, when working in sectors where random testing is part of the usual custom and practice (such as petrochemical, nuclear, offshore, airside and trackside work), or when we have reasonable grounds to suspect a breach of this Policy Statement.

The Thompsons of Prudhoe Group has established this Workplace Substance Abuse Policy Statement. This Policy is to be communicated to all employees via means of New Employee Induction Pack, Safety Handbooks, site inductions and toolbox talks.

The requirements of the Policy are noted below:

1. Any employee found to be in possession of, or under the influence of, or trading or offering for sale drugs, alcohol or substances for illegal use within the workplace, shall be in direct contravention of Group company policy. This will exclude the appropriate individual use of legally prescribed and properly administered medications.





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2. Anyone using prescription drugs illegally (for instance, selling them on to others) shall be in direct contravention of Group company policy.
3. All of the above are serious violations of the contract of employment and are subject to the disciplinary procedure up to, and including, summary termination of employment.

The Group Health & Safety Manager is appointed to put into place the requirements of the policy. Company Directors are appointed to oversee the Policy requirements.

This Policy Statement Shall be reviewed annually, and following any significant change or development in the Group's business operations.

Signed: .....

Date: 10/8/18.....

Helen HM Hillary
HR Director
Thompsons of Prudhoe Group

TOP/QMS/0032

