



ALCOHOL & DRUGS POLICY

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Under legislation, we, as your employer, have a duty to ensure, so far as is reasonably practicable, the health and safety and welfare at work of all our employees and similarly, you have a responsibility to yourself and your colleagues. The use of alcohol and drugs may impair the safe and efficient running of the business and/or the health and safety of our employees.

If your performance or attendance at work is affected as a result of alcohol or drugs, or we believe you have been involved in any drug-related action/offence, you may be subject to disciplinary action and, dependent on the circumstances, this may lead to your dismissal.

ALCOHOL AND DRUG TESTING

The Company reserves the contractual right to carry out alcohol and drug testing on you during your normal working hours. These tests are random and do not imply suspicion in relation to any individual.

In addition, the Company reserves the right to require you, where you are suspected to be under the influence or a user of drugs and/or alcohol, to submit to an appropriately administered and supervised test.

If you are required to submit to a test, you will have the right to be accompanied by a fellow work colleague available at the time of the request.

You retain the right to refuse to be tested; however, you should be aware that your refusal may be regarded as a breach of contract, which may lead to disciplinary action and result in your dismissal.

All personal data collected for this purpose will be processed in line with the current Data Protection Act.

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This policy has been approved by the Directors of Pinson TM Limited and signed on its behalf.

Mr Charlie Lappin
Director

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Mr Jordan Benson
Director

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