

	Pro Rail Services Ltd	POL-04 Issue 1
	Alcohol and Drug Policy	

All direct employees, sponsored personnel or holders of safety critical positions within the business should be aware that while working on Network Rail Managed Infrastructure additional legislation is applicable to them with regards to the consumption of drugs and alcohol in the workplace. In particular, the Transport and Works Act 1992 Part 2 Section 27 and Network Rail Standards NR/L2/OHS/00120 Testing for Drugs and Alcohol - NR/L1/OHS/051 Drug and Alcohol Policy.

All direct employees, sponsored personnel or holders of safety critical positions within the business should therefore:

- Not present themselves for work if they are unfit, due to alcohol or drugs.
- Not present themselves for work if they have just consumed or taken drink or drugs.
- Not be in possession of drink or drugs in the workplace including in vehicles.
- Not consume or take drink or drugs whilst at work

If direct employees, sponsored personnel or holders of safety critical positions within the business are taking prescribed medication they should consult with their General Practitioner as to their ability to continue working in a rail environment safely without compromising themselves or others. All medication consumed must be reported to a senior member of staff.

If direct employees, sponsored personnel or holders of safety critical positions within the business are considered unfit for work, then we, with Network Rail have a legal duty to test their blood, urine or breath for drink or drugs. For this policy an unfit state through consumption of alcohol is defined as detection by testing resulting in:

- More than 29 milligrams per 100ml of blood;
- More than 13 micrograms of alcohol in 100ml of breath; or
- More than 39 milligrams of alcohol in 100ml of urine.

Where this is confirmed this is referred to as a 'positive result' of an alcohol test. Any traces of illegal drugs, such as Cannabis, Cocaine, Amphetamines, Barbiturates, Methadone's etc. found will be deemed a positive test result.

If proved positive the individual's Sentinel card will be removed and they will be immediately suspended, removed from the Infrastructure and reported to Sentinel & Network Rail.

Testing will be carried out by Network Rail approved providers. The sponsored post holder has the right to appeal against a positive result upon request this may be at their own cost.

All direct employees, sponsored personnel or holders of safety critical positions within the business are strongly advised to drink in moderation during the week and preferably leave 12 hours before commencing a shift. Don't forget to consider any on-call, weekend or night shift work.

Unannounced drug & alcohol testing of 5 % of the total number of primary sponsored personnel will be carried out annually on a no-notice basis.

All newly sponsored personnel who wish to start work on Network Rail Managed Infrastructure will be required to undertake full pre-employment screening for drugs and alcohol before sponsorship or training is arranged. In addition, the company all ensure that all existing PTS cardholders status is checked using the Sentinel database and arrange retesting where appropriate.

For-cause screening will be carried out with no notice, where there are reasonable grounds for someone to be suspected of being under the influence of alcohol/ drugs, if their behaviour prompts it or if there has been an incident or accident in the work area.

If laboratory analysis reveals the presence of prohibited substances consistence with a therapeutic dosage of undeclared medication the donor will be interviewed to establish the reason for non-declaration. If the Medical Officer is satisfied a 'negative' result may be given. If not satisfied this will recorded as a No Result and the donor must be re-tested immediately and will not be allowed to work on Network Rail Managed Infrastructure until a negative (pass) result is achieved.

A refusal to undertake any of the above tests would be deemed to be a positive result resulting in the same disciplinary action as if tested positive. If you fail to turn up for an arranged test without good reason accepted by the Divisional Director, you will be considered as having refused the test. This policy will be reviewed at least annually.

Managing Director

Signed



Date: August 2017