

Drug and Alcohol Policy

The use of alcohol or illicit drugs while working will not be tolerated for any [name of parish] employee.

When at work:

- The Parish will not allow any Worker to report for work in such a condition that the employee is unable to perform his/her duties properly and safely. An individual who attempts to function while under the influence of drugs or alcohol risks their own safety and the safety of others
- If the health or safety of an individual is endangered a manager may choose to remove the instigating employee from a work place
- Any Employee found to be under the influence of alcohol or illicit drugs, will be subject to the disciplinary procedures for misconduct
- If you suspect that prescription drugs may affect/be affecting another employee's work performance, you must notify your Manager as soon as possible
- When the possession or consumption of illicit drugs is suspected in Parish premises, property or time, the matter will also be treated as a security issue

Social Occasions:

- The consumption of alcohol is acceptable at social occasions when authorised by the Parish.

Contractors:

- It is unacceptable for any person contracted to provide a service to the Parish to be affected by alcohol and illicit drugs while working on the Parish's worksite.
- If you suspect that prescription drugs may affect/be affecting a contractor's performance, you must notify your Manager as soon as possible.
- If a Contractor's behaviour on a Parish worksite is found to be unsafe, they may be removed from the workplace so as not to endanger their own safety and the safety of others.

Parish Priest

Date