

# Tool Box Talk

## Drugs and Alcohol

## Overview

- Why Test?
- Objectives
- The Law
- Testing protocol
- Summary



Why talk about drugs and alcohol?

# Why do we need to discuss Drugs and Alcohol?



- To:-
  - Clarify employee responsibility to not be impaired whilst at work.
  - Raise awareness of the effects of drink and drugs.
  - Promote responsible attitudes to alcohol consumption.
  - Ensure all employees have a clear understanding of the rules relating to drugs and alcohol at work, and the consequences of breaching these rules.
  - Clarify employee responsibility to come forward and discuss with their manager if they have a problem.

# Why do we need to discuss Drugs and Alcohol?



- In a high risk industry such as ours, drink, drugs and work don't mix.
- Drink and drugs have an impact on brain function reducing levels of awareness and alertness and slow down reaction times. These will increase the risk of injury or damage.
- Those under the influence of drink or drugs at work are not only a risk to themselves, but to every person on site.
- **35% of all fatal accidents are related to drink or drug abuse.**

# Objectives

## Objective of D&A Policy



- To protect and maintain the safety and welfare of everyone in the Brett Group.
- To ensure that the Group responsibility of maintaining a safe working environment is adhered to.
- To encourage and assist those where drink and/or drugs are affecting their life or their work performance to seek help at an early stage.
- To promote the concept that drugs and alcohol do not mix with work.
- To set up a procedure for dealing with drugs and alcohol related problems.

# The Law

## The Law



- We have, as a Group, a general duty under the Health and Safety at Work etc Act 1974 to ensure, as far as is reasonably practicable, the health, safety and welfare at work of our employees.
- We also recognise we have a duty under the Management of Health and Safety at Work Regulations 1999, to assess the risks to the health and safety of our employees.
- If anyone in the Brett Group knowingly allows an employee under the influence of drugs to continue working, and his or her behaviour places the employee or others at risk, then we could be prosecuted.

## The Law



- Employees are also required to take reasonable care of themselves and others who could be affected by what they do at work.
- The Transport and Works Act 1992 makes it a criminal offence for workers to be unfit through drink or drugs whilst driving.
- The Road Traffic Act 1988 states that any person who, when driving or attempting to drive on a road is unfit to drive through drink or drugs is guilty of an offence. This also defines specific blood alcohol levels which we propose to use – currently 80mg/l blood.

## The Law



- The main legislation in the UK for controlling the misuse of drugs is the Misuse of Drugs Act 1971. This covers illegal drugs and prescription medication. The Act makes the production, supply and possession of controlled drugs unlawful.
- The Act lists the drugs that are subject to control and classifies them into 3 categories according to their relative harmfulness when misused.

# Classes of drugs



## Class A

- Include ecstasy, cocaine, injectable amphetamines, heroin and other opiates, LSD and some steroids;
- Possession = 7yrs in prison + fine;
- Intent to supply = Life imprisonment + fine.

## Class B

- Ingestible amphetamines and some steroids;
- Possession = 5yrs in prison + fine;
- Intent to supply = 14yrs in prison + fine.

## Class C

- Includes cannabis and some prescription drugs;
- Possession = 2yrs + fine;
- Intent to supply = 5yrs + fine.

# Testing protocol

# When might someone be tested?



- At the pre-employment medical
- Following a RIDDOR incident
- If there is believed to be sufficient cause to test
- As a random test across a workplace

## How is a D&A test undertaken? – In service medical / pre employment medical.



- Manager informs employee that a test is required and why.
- Manager books medical as per normal arrangements but confirms D & A test to be included.
- Manager completes “Donor Questionnaire and Consent Form” with employee.
- Manager supplies employee with “Step by Step checklist” so as they are aware as to how the test will be conducted.
- Manager retains “Donor Questionnaire and Consent form.”
- Employee reports for medical under normal Business arrangements.
- Employee has the right to be accompanied by a colleague.

## How is a D&A test undertaken? – For cause.



- Manager contacts Business OH provider if immediate test not practicable.
- Manager Completes “ Donor Questionnaire and Consent Form” with employee.
- Manager supplies employee with “ Step by Step checklist “ so as they are aware as to how the test will be conducted.
- Manager retains “ Donor Questionnaire and Consent form.”
- Employee reports for medical as agreed with Manager ( ID or escort !!)

## What happens at the testing location?



- This can be on or off-site.
- You will be asked to:
  - Read a statement about the test.
  - Empty your pockets.
  - Provide a small urine sample which will be split into two sample bottles. ( This is quickly tested for temperature and specific gravity.)
  - Sign labels on the sample bottles as the start of the ‘chain of custody’ process.
  - Sign confirms the process has been followed as per the checklist supplied.

## What drugs will I be tested for?



- Amphetamines ( Speed, Uppers, Whizz )
- Adulterants
- Barbiturates ( Barbs, Downers )
- Benzodiazepines (Valium, Mogadon, Temazepam)
- Cannabis ( Hash, Dope, Marijuana, Weed , Pot )
- Cocaine ( Coke, Charlie, Snow, C, Crack )
- MDMA ( E, Ecstasy, XTC, Doves )

## What drugs will I be tested for?



- LSD ( Acid, Trips, Tabs, Dots )
- Methadone
- Methamphetamine ( Crank, Crystal Meth, Speed )
- Opiates ( Heroin, H, Smack, Horse, Scag, Junk )
- Phencyclidine (PCP, Angel Dust )

## Test Results



- The results should take about 1 week.
- A copy of the results will be sent to the employee, to HR and the manager who requested the test .
- If they are positive the manager will make an appointment to discuss the results with the employee. In the meantime the employee will be suspended on full pay.

## What will happen during the review with the Manager?



- The employee will be given every opportunity to discuss the results.
- An HR manager may be present.
- A specialist from the testing company may be called upon.
- A decision on the best course of action will be made and communicated – this will be on a case by case basis.
- The employee will have the right to appeal and have the second sample re-tested at their own expense.

# Summary

## Guidelines - Alcohol



- Alcohol takes time to work its way out of your system. As a rough guide a single unit of alcohol ( a single spirit, glass of wine or ½ pint of standard beer ) will take 1 hour to leave your body from the time when you stop drinking.
- 5 pints between 9pm and midnight will not be clear until 10am at the earliest the next day. If strong beer has been drunk then much longer - 1/3 of all drink driving convictions are tested in the morning!.
- Black coffee, cold showers and fresh air will not sober someone up. Only time can remove alcohol from the bloodstream.

## Guidelines – Prescribed medication



- Employees must be aware of prescribed drugs as well as illegal drugs. Some prescribed drugs can cause drowsiness. If the employee is on prescribed drugs they must advise their manager. The Manager may need to seek advise from group SHE dept. It may be necessary to adjust work duties whilst medication is being taken.
- It is illegal to take or possess prescribed medication not issued to you!

## Guidelines – Illegal Drugs



- Consider the consequences.....
  - Current Job
  - Future Jobs
  - Health
  - Bank Balance
  - Family

THE END



- If an employee is found to be impaired at work through Alcohol, Restricted Drugs or Prescription Medication ( theirs or someone else's )

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Then it probably will be!



- Any Questions?