



*\*Note that this policy covers both Service Ceilings Limited t/a SCL Interiors & SCL Interiors (London) Limited\**

Service Ceilings Limited are committed to providing, or working with our Clients to provide, a safe and health working environment for all of our employees, subcontractors and others sharing the workplace.

As building sites by nature are safety critical environments, we adopt a zero-tolerance approach to psychoactive substances such as alcohol, drugs and psychoactive substances as outlined in 3.1.2. of our Health and Safety Policy, and any evidence of this type of misuse will be viewed as grounds for gross misconduct and may lead to immediate dismissal.

Employees and Subcontractor personnel will be required to fully co-operate fully with random, unannounced alcohol, drugs, and psychoactive substances screening arrangements on site. In addition, tests will be carried out there where is a reasonable belief that drug taking has occurred or where an employee/subcontractor is believed to be under the influence of alcohol, drugs or psychoactive substances during working hours.

Subsequent to dismissal from site, Service Ceilings Limited will only consider future re-employment of the individual under the following circumstances:

- A minimum 3-month period has expired.
- The individual can prove to the satisfaction of Service Ceilings Limited that they have been clear of alcohol, drugs, psychoactive substances for a minimum period of 1 month; this may take the form of submission of a recent (no more than 1 week) clean test from a recognised independent testing body.
- A further independent random unannounced test will be arranged by SCL Interiors (with the cost to be reimbursed by the individual) within the first month of any re-employment.
- Any failures at this point or in future random tests will lead to immediate and permanent dismissal.

It is the responsibility of all Directors, staff and subcontractors of Service Ceilings Limited to assist with the achievement of our policy objective and provide feedback to ensure that the continuing effectiveness of our policy in this respect.

Signed: *A. Keurse*.....

Date: 7/8/23.....

Name: A. KEURSE.....

Position: DIRECTOR.....