

 P R E D S O L A Z E R B A I J A N	Originator: Jahid Shahrugov
	Approved by: Tofig Ganizade
Substance Abuse Policy	Document Number: PRED-POL-105-REV 02

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DOCUMENT NUMBER: PRED-POL-105-REV 02

DOCUMENT TITLE: **SUBSTANCE ABUSE POLICY**

DOCUMENT CONTROL SECTION:

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Predsol aims to provide a safe and efficient service for its Clients and a safe and secure environment for Employees, Sub-Contractors and Visitors.

With the above in mind, the company's Substance Abuse Policy is as follows:

- To ensure that all new employees are made aware that the company reserve the right to screen employees for substance abuse.
- To make employees and sub-contractors aware that to possess, consume, or sell 'Illicit' drugs (e.g. Heroin, Cocaine, Cannabis etc.) on **Predsol** premises, work sites or to work in general having taken such drugs, will result in disciplinary action, up to and including summary dismissal.
- To make employees and sub-contractors aware that to consume alcohol on company premises or to report for work under the 'influence' of alcohol will result in disciplinary action.
- Management will request and encourage individuals who are found to have a substance abuse problem to seek guidance and counselling from professional bodies.
- To undertake random substance abuse testing on any work site without notice to the employee.
- To encourage anyone with a drug / alcohol problem to come forward and seek help.
- To ensure that any employee who informs the company management of any such problem, that the problem will be treated in strictest confidence, sensitively and within the constraints of any legal requirements.