



A.G.Coombs

Drugs & Alcohol Policy

The health, safety and well being of A.G. Coombs Group employees can be affected by the inappropriate use of alcohol and/or drugs.

It is not acceptable for a person to present to work when they are affected by alcohol and/or drugs. This has the strong potential to affect the health and safety of the person and other persons/employees.

This policy, and the procedures associated with it, are aimed at providing practical ways a person can address and hopefully overcome the alcohol/drugs issues that effect them, their families and fellow workers.

Where issues are identified an employee will be offered appropriate support and access to assistance/intervention programs.

The employee's recognition of the issues and desire to remedy the situation are key elements in progressing support programs.

All issues relating to this policy will be dealt with in the strictest confidence. The Group Human Resources Manager has responsibility for all issues relating to this policy.

The A.G. Coombs Group reserves the right to utilise the Disciplinary Procedure should it deem it to be appropriate.

Russell F. Telford
Managing Director
A.G. Coombs Group Pty Ltd

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