

**POLICY TITLE:      WORKPLACE DRUG AND ALCOHOL USE**

**Policy No. 335**

**POLICY PURPOSE**

To clearly state Council's position regarding drug and alcohol use as it affects the workplace.

**POLICY STATEMENT**

Employees are obliged to present themselves in a fit state so that in carrying out normal work activities they do not expose themselves, their co-workers or the public to unnecessary risks to safety and health. The employee is responsible for any civil or criminal penalty, which results from being under the influence of drugs or alcohol in the workplace.

The use of drugs or alcohol in the workplace – including Council premises, parks, reserves, vehicles, plant or any other Local Government building or physical asset, is forbidden.

The Chief Executive Officer may waive this requirement where circumstances warrant (for example, during a social event). The focus of this policy is drug and alcohol dependence, which affects the work performance of the individual. This policy is directed towards maintaining a satisfactory level of employee health, safety and work performance.