



DRUG AND ALCOHOL POLICY

Vertech Group and its business units are committed to a safe and healthy workplace and are focused on eliminating risks associated with the adverse effects of alcohol, drugs, and other substances. In accordance with this commitment, all personnel should not be impaired by alcohol, drugs, or other substances when at work or undertaking work. All personnel should be fit to perform their duties without compromising the safety of themselves or others.

Vertech Group recognises the inherent risks associated with drug use, alcohol abuse, and misuse of other substances and endeavours to provide and promote a workplace free from these risks by:

- ✔ Identifying, assessing, and controlling risks associated with drug or alcohol misuse.
- ✔ Facilitating drug and alcohol testing, which includes random testing, testing upon reasonable suspicion, or following an incident.
- ✔ Engaging an Employee Assistance Program (EAP) to support personnel who identify as having alcohol and/or other drug problems.
- ✔ Implementing a health and wellbeing program that educates and encourages our personnel.
- ✔ Ensuring this policy and associated procedures are communicated to all personnel.

Where a client's Drug and Alcohol Policy requirements exceed our own, those standards will be adopted and communicated to all relevant personnel.

All Vertech Group personnel, including subcontractors, are responsible for:

- ✔ Ensuring they are fit to perform their duties at all times without risk to the health and safety of themselves and others, and not attending work if they are impaired by drugs or alcohol.
- ✔ Not possessing, consuming, or being under the influence of alcohol or other impairing substances while undertaking work on any Vertech Group site.
- ✔ Advising their supervisor if they suspect fellow personnel are unfit for work due to the effects of alcohol or drugs.
- ✔ Providing a drug and alcohol test as and when requested by Vertech Group or our Clients, in line with the Alcohol and Other Drugs Testing and Management Procedure (VER-HSE-014) and Client Procedures. Refusal to provide a sample will amount to a breach of this policy and be treated as a non-negative result.
- ✔ Reporting the use of any prescription or over-the-counter medication or substance that may affect their ability to perform their duties safely. Reporting should occur via the Medical Declaration Form (VF-HSE-014.3).

All personnel are required to adhere to this Drug and Alcohol Policy. Failure to comply may result in disciplinary action, which may include suspension with or without pay and/or termination of employment. By signing an employment contract, personnel acknowledge their understanding and acceptance of this policy.

Vertech Group is committed to maintaining a safe and productive workplace. This policy is intended to promote workplace safety, wellbeing, and compliance with legal and regulatory standards regarding drug and alcohol use.

Cameron Waters – Group Managing Director

Vertech Group Pty Ltd