

FOLEY LOGISTICS PTY LTD

DRUG & ALCOHOL POLICY

ABN 84 678 819 504

○ POLICY OVERVIEW

Foley Logistics has a legal and moral duty under Workplace Health and Safety legislation to provide, as far as reasonably practicable, a workplace that is safe for all employees, subcontractors, clients and members of the public affected by our operations.

To meet this obligation, Foley Logistics maintains a strict Drug & Alcohol Policy designed to prevent impaired work performance, protect workers, reduce risk on the road and maintain the highest safety standards within transport and heavy vehicle environments.

Foley Logistics does not permit the use, possession, consumption, sale, distribution, or being under the influence of alcohol or drugs - including non-prescribed medication while performing work, attending a workplace, or representing the company under any circumstances. Workers must not present for duty impaired or unable to safely complete their role.

It is well-established that alcohol or drug use can impact judgment, coordination, reaction time and overall performance. In the transport sector, this significantly increases the risk of incidents, vehicle accidents, equipment damage and harm to the community.

Our Drug & Alcohol Policy is supported by education, testing, support mechanisms and disciplinary procedures to ensure a safe, compliant and responsible working environment.

○ PURPOSE OF THIS POLICY

This policy aims to:

- Remove risks created by workers performing duties while affected by alcohol or drugs.
- Ensure Foley Logistics meets its duty to provide a safe workplace for employees, subcontractors, clients and the public.
- Provide workers with practical information so they can understand and manage risks associated with alcohol, prescription medication, and illicit drug use.
- Prevent the engagement or continued employment of individuals whose substance use may compromise their ability to work safely.
- Promote a shared commitment between Foley Logistics and its workforce to uphold safe, responsible and professional conduct at all times.

○ SCOPE

This policy applies to:

- All employees (full-time, part-time, casual)
- All subcontractors and labour-hire personnel
- Any individual working on behalf of Foley Logistics
- Anyone performing duties at a client site or in a company vehicle

Nothing in this policy limits Foley Logistics' ability to act where misconduct, unsafe performance or breaches occur.

○ POLICY REQUIREMENTS

4.1 Prohibited Conduct

Workers must NOT:

- Consume alcohol or illegal drugs while on duty or on company premises.
- Present for work under the influence of drugs or alcohol.
- Drive or operate a Foley Logistics vehicle, crane truck, forklift or machinery after consuming substances that may impair safety.
- Possess or distribute prohibited substances at any work location, including client sites and vehicles.

This prohibition also applies to prescription medication where side effects could impair judgment or create a safety risk.

Ignorance of medication side effects or legal consequences will not be accepted as a defence.

○ MEDICATION DISCLOSURE REQUIREMENTS

Workers must take responsibility for understanding how prescribed or over-the-counter medication may impact their ability to safely perform duties, including driving and operating machinery.

If medication has the potential to impair performance, the worker must notify their supervisor. The worker does not need to disclose the medical condition, only that the medication may affect safety.

Foley Logistics may request a fitness-for-duty confirmation letter from a healthcare professional. The company may temporarily reassign or stand down a worker if safety cannot be assured.

○ WORK-SPONSORED FUNCTIONS

Foley Logistics may, on occasion, approve limited, controlled alcohol consumption at work-related events.

However:

- Workers must behave responsibly and legally at all times.
- Workers must NOT drive or operate machinery after consuming alcohol.
- The company does not condone drinking followed by driving any vehicle - personal or company-owned.
- Workers are individually responsible for ensuring they remain fit to drive.

Any breach of safety expectations may result in disciplinary action.

○ IDENTIFICATION & TESTING OF AFFECTED PERSONS

Foley Logistics reserves the right to test any worker at any time using recognised and approved testing methods. Testing may apply to:

Types of Testing

- Voluntary self-testing – Workers may request access to self-testing devices.
- Random testing – Any worker or group may be selected randomly.
- Reasonable suspicion testing – Conducted where behaviour, appearance or performance suggests impairment.
- Post-incident testing – Required when a worker is involved in a workplace incident, near miss or vehicle accident.
- Causal testing – Triggered by unsafe behaviour or risk indicators.
- Compliance testing – As required under client or WHS requirements.
- Induction testing – New workers may be tested prior to starting employment or subcontracting work.

Testing Methods

- Alcohol testing may be conducted with a calibrated breathalyser or approved medical device.
- Drug testing may be conducted with oral fluid testing cups or by an approved medical professional.

If a not negative or inconclusive result is returned, the worker may be required to undergo confirmatory laboratory testing at Foley Logistics' expense.

All tests will be documented using the applicable company form and attached to the worker's record.

Refusal to Test

Refusing to participate in a required test will be treated as a positive result and may result in:

- Immediate stand-down,
- Disciplinary action, or
- Termination of employment or subcontractor engagement.

○ MANAGEMENT OF POSITIVE RESULTS

If a worker returns a confirmed positive reading:

- They will be immediately stood down without pay.
- Disciplinary action may be taken, including possible termination.

At management's discretion, the worker may be considered for reinstatement after providing a clear test result at their own cost.

Reinstated workers may be:

- Required to attend counselling or support services
- Subject to ongoing random testing for a period determined by management

Failure to comply with follow-up testing requirements or returning another not-negative result may result in dismissal.

○ **DOCUMENT CONTROL**

Document Code: DAP-FL

Review frequency: 12 Months

Reviewed By: Foley Logistics Management

Approved by: Director – Foley Logistics PTY LTD

Next Review Date: May 2025

Signed for and on behalf of Foley Logistics Pty Ltd



Director Signature

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