

Purpose

Very occasionally there have been some instances of drug paraphernalia found on site. This policy aims to prevent needlestick or similar injuries and provide clear guidance on how to report any drug paraphernalia, including needles, found on site.

Scope

All employees, agency staff and contractors.

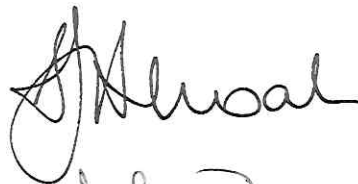
Policy Instruction

- 1) If any person finds what they believe to be drug paraphernalia including needles (whether they appear used or unused) they should immediately report this to the nearest supervisor or manager. **On no account should a person attempt to recover the item/s.**
- 2) The supervisor should inform their manager and a member of the Health and Safety Team who will recover the item(s) safely, dispose of the item(s) and investigate the incident.
- 3) If item(s) are found at night, then the supervisor should seal off the area displaying a sign saying no one is to go near the item(s). At the first available opportunity this needs to be reported to a manager and a member of the Health & Safety Team, who will arrange safe recovery.
- 4) If any person has any knowledge of any drug abuse being conducted on site, then this should be reported immediately and confidentially to either their manager, Health and Safety or Human Resources.
- 5) For further information on drug and alcohol testing please see the Company Alcohol and Drugs Policy.

Status of this policy

This policy does not give contractual rights to individual employees. The company reserves the right to alter any of its terms at any time although we will notify you in writing of any changes.

Signed on behalf of Wm. Lee Ltd



DATE: 29 Jan 2024

Signed on behalf of Unite the Union



DATE: 22-1-24