



## Drug and Alcohol Policy

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Calix is committed to the provision of a safe, healthy and productive workplace and a willingness to consult with its people, employees, contractors and visitors.

The use of illegal drugs and alcohol may impact on an individual's capacity to perform work safely, efficiently and thereby posing a risk to the health and safety of the individual and others at the workplace.

Calix aims to:

- Provide a safe and healthy workplace all its people
- Identify and consider the stressors in the workplace that could contribute to the harmful use of alcohol and other drugs
- Encourage those with problems to seek assistance

The use, possession, distribution or sale of illegal drugs, alcohol or controlled substances and the paraphernalia associated with such is prohibited on Calix Limited premises (including parking areas) or other places where workers may be working or representing the company.

No worker (employees, contractors, subcontractors) or visitor shall present themselves to a Calix site for work or resume duties under the influence of alcohol or any other drug, except where the drug is legally prescribed by a registered medical practitioner (registered with the appropriate government authority) for the purposes of treating a medical condition where it does not affect their ability to perform work safely. Employees, subcontractors, suppliers, clients and associated stakeholders who arrive at Calix Work Premises under the influence of alcohol or drugs will be considered unfit for work.

During work hours, no worker of Calix shall ingest, inhale or inject any alcohol or any other drug (except where the drug is legally prescribed by a registered medical practitioner for the purposes of treating a medical condition).

If any persons on the premises are in violation of this policy, work shall be stopped and instructions should be given to go home. Suitable arrangement for safe transport will be arranged by the relevant manager.

Where a worker or visitor of Calix is on prescribed medication which may impair their judgment or performance, they must notify their supervisor/Calix contact and may be required to take personal leave, if an employee, or leave the site if a contractor or visitor.

Management at all levels of supervision is accountable for the following:

- monitor work performance
- approach an employee who may be intoxicated
- impose a corrective measure
- refer an affected employee to counselling/rehabilitation, where required
- keep records

All workers or visitors are encouraged to report any alcohol and other drug related safety concerns likely to pose a safety hazard to any persons to their immediate supervisor and/or manager, and if the problem is not resolved escalate to more senior management.

The Managing Director/Site Manager shall have the discretion to permit limited alcohol consumption for events or functions approved by him or her as long as work is not conducted after alcohol is consumed.

Violation of this policy may constitute grounds for disciplinary action, including immediate termination of contract depending on the seriousness of the breach.

Signed:   
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**Chairman**

Date: 15/04/2020

Signed:   
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**Chief Executive Office**

Date: 15/04/2020

Contact :

[info@calix.com.au](mailto:info@calix.com.au)

Company Secretary

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[www.calix.global](http://www.calix.global)