

Drug & Alcohol Fitness for Work Policy

Document owner: Managing Director, Danpol Ltd.
Applies to: Employees, contingent labour, subcontractors, suppliers, and visitors to Danpol-controlled worksites.
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Review cadence: Annual or following major incident / legal change.

1. Purpose

Safety-critical construction and industrial works demand that every individual is fit, alert, and unimpaired. This policy details Danpol Ltd.'s expectations, testing arrangements, and support pathways to meet Constructionline CAS, RISQS, and client framework obligations.

2. Standards and responsibilities

- **Zero tolerance on impairment:** Alcohol, illegal substances, misused prescription drugs, or over-the-counter medicines that impair judgement are prohibited on all Danpol sites, vehicles, welfare areas, and accommodation.
- **Leadership accountability:** Directors, managers, and supervisors must model compliant behaviour, reinforce this policy during briefings, and intervene immediately if impairment is suspected.
- **Individual duty:** Everyone must present fit for duty, report medication that could influence performance, and declare if they are not safe to work.

3. Testing regime

Test type	Trigger	Administration
Pre-employment / mobilisation	Before site access or induction	Conducted by occupational health
Random screening	Monthly, risk-based	Workers selected via impartial system
For-cause testing	Following incidents, near misses, or credible suspicion	Supervisors escalate to the compliance team
Post-incident	After RIDDOR or high-potential events	Mandatory for all involved parties

All laboratory analysis is completed by a UKAS-accredited provider. Chain-of-custody documentation is stored within the mobilisation vault.

4. Handling non-compliance

1. **Immediate removal:** Anyone returning a non-negative reading or refusing a test is removed from duty, escorted to a safe area, and transportation is arranged.
2. **Investigation:** Governance team reviews statements, site CCTV, and test certificates to confirm findings.

3. **Outcomes:** Measures include written warnings, removal from rota, contract termination, or supplier suspension depending on severity.
4. **Client notification:** Framework owners are informed in line with contractual clauses.
5. **Reinstatement:** Workers may return after a documented support plan, negative test evidence, and leadership approval.

5. Medication and support

- Individuals must inform their supervisor if prescribed medication could impair concentration, balance, or reaction times. Occupational health assesses adjustments or redeployment.
- Danpol offers confidential counselling, GP referrals, and Employee Assistance Programme support for anyone seeking help.
- Voluntary disclosures of dependency before incidents are treated as welfare cases; disciplinary action is reserved for breaches or dishonesty.

6. Subcontractor alignment

All subcontractors and labour providers must adopt equivalent standards, share their testing procedures, and submit quarterly compliance attestations. Danpol reserves the right to conduct unannounced audits and replicate testing on partner personnel.

7. Communication and training

- Policy is issued during induction, toolbox talks, and refreshed annually via e-learning modules.
- Posters at welfare units explain the testing workflow and highlight confidential support contacts.
- Supervisors receive intervention training so concerns are managed respectfully and legally.

8. Record keeping

Testing logs, consent forms, and investigation records are stored securely in line with ISO 27001/27701 controls. Access is restricted to governance and HR teams, with retention for seven years unless litigation dictates longer periods.

Signed on behalf of Danpol Ltd.:



Daniel Nowakowski

Managing Director

1 December 2025

Digitally signed with authorisation stored in the Danpol policy vault.

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