

ALCOHOL AND DRUG POLICY

Alcohol is a widely used drug, and is sometimes consumed at levels of risk associated with harm to individuals, communities and populations. Excessive consumption of alcohol or other drugs is linked to a wide variety of health and social problems, including accidents, injuries and violence in the short-term and liver disease, brain damage and social isolation in the long-term.

We at Lalan Rubbers (Pvt) Ltd are committed to providing employees with a safe, healthy and supportive environment in which to work with free of alcohol and drugs. Recognises that the safety, health and wellbeing of our employees are important and will commit to providing a supportive workplace culture where healthy lifestyle choices are valued and encouraged.

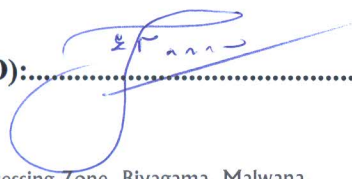
This policy applies to all employees at Lalan Rubbers (Pvt) Ltd or those representing Lalan Rubbers (Pvt) Ltd.

- Alcohol and other drugs shall not be consumed on the organisation's premises, in work vehicles, or at any time during working hours as paid employees of the organisation, or as a representative of the organisation.
- Employees may take prescription drugs for legitimate medical reasons. If these drugs are likely to affect performance or behaviour, a supervisor must be notified. This is especially important when workplace safety is at risk, such as when driving, working at heights or operating heavy machinery.
- No alcohol or other drugs are to be consumed at any time prior to commencing work or on break times, if this may impair the employee's ability to perform their required duties.
- Any employee identified as having an alcohol or drug-related issue and individual who is adversely affected by alcohol or drugs will not be allowed to work until they are fit to do so. If an employee affected by alcohol or drugs is sent home, they will not be paid for lost time. Disciplinary action may be taken on return to work.

All managers, employees and other persons representing Lalan Rubbers (Pvt) Ltd are expected to comply with the requirements of this policy. Managers and supervisors are responsible for encouraging compliance with this policy. All employees are responsible for ensuring visitors comply with this policy.

All employees are expected to actively participate in the implementation of this policy, and comply with the requirements of this policy. This policy is easily accessible by all members of the organisation and employees are notified of any changes to this policy.

Signature (CEO):.....



Date: 19.06.2018