

Drug and Alcohol Policy

The Company has adopted drug and alcohol policy that prohibits possessing drug or controlled substances and discourages the consumption of alcohol at site.

- ▶ No individual shall work while under the influence of alcohol, drugs or controlled substances.
- ▶ No individual shall bring on to company or the buses or have in his possession for sale alcohol, drugs or controlled substances.
- ▶ Searches for alcohol and drugs may be conducted where the Company has reasonable grounds to believe alcohol or drugs have been brought onto its premises or the premises of its client. Failure to co-operate will be regarded as serious misconduct.
- ▶ Ensure all employees are aware of this policy, in addition should an employee disregard the law of the country he will be subject to investigation or prosecution by the concerned authorities, owing to alcohol or drug dependency he will also be subject to summary dismissal even for a first violation.
- ▶ **Compliance with this policy is a condition of employment.**

The company recognizes alcohol or drug dependency as treatable condition and will encourage employees who believe they have a dependency to seek Medical advice. In addition should an employee apply in confidence to his Manager that he required help in overcoming his dependency.

The Company shall:-

- Offer consoling to employees and seek advice from Medical Centre on his behalf.
- Offer assistance to those employees who self-discloses they have a dependency or addiction to either drugs or alcohol. However the dependency be discovered as a result of a disciplinary situation, the individual would be subject to normal disciplinary procedures.

HAMED RASHID AL-ARAIMI
General Manager.





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