



Drug and Alcohol Policy

At APA we aspire to provide a zero harm work environment. As such employees, contractors and visitors in the workplace must not to be under the influence of alcohol or drugs and must carry out their duties in a safe manner.

Scope

This Policy applies to all APA Group locations, work related functions, including off site functions and any extended invitation where APA is represented.

This Policy is subject to and should be read in connection with other drug and/or alcohol policies that apply to individual activities and/or groups working on specific projects.

General Responsibilities for Health, Safety & Environment (HSE)

Every employee has an obligation to look after their own health and safety and the safety of those who may be affected by their acts or omissions. They must comply with APA Group's HSE policies and procedures. They must present for work unimpaired and fit for work.

Employees must not be under the influence of alcohol or other drugs in the workplace and must at all times carry out their duties and responsibilities in a safe manner. They must report all incidents.

All managers and supervisors are responsible for managing HSE in accordance with APA Group's HSE policies and procedures and our HSE Management System as an integral and mandatory duty of their position. They have authority to act immediately should an issue arise.

Contractors and sub-contractors have an obligation to look after their own health and safety and the safety of those who may be affected by their acts or omissions. They must have a system that complies with all applicable health, safety and environmental legislation and local site rules or with the APA Group HSE policies and procedures. They must present for work unimpaired and fit for work. Contractors must not be under the influence of alcohol or other drugs in the workplace and must at all times carry out their duties and responsibilities in a safe manner. They must report all incidents.

Management will provide opportunities and information for support and assistance for employees with drug and alcohol related problems and other substances, through APA Group's Employee Assistance Program.

Disciplinary Action

A breach of this Policy may result in APA Group management conducting an investigation and applying its disciplinary action policy.

A handwritten signature in black ink, appearing to read 'M. McCormack', written over a horizontal line.

Mick McCormack - Managing Director/CEO