



Fitness for Work Policy

CoreStaff Pty Ltd is committed to the health, wellbeing and safety of our Staff and Field Employees. CoreStaff acknowledges it has a duty of care and is committed to providing and maintaining a working environment, so far as practical, in which our employees are not exposed to any hazards arising from Fatigue, Stress or the consumption of alcohol or other drugs in order to minimise the risk of accident, incident and injury in the workplace. CoreStaff will take all practicable steps in the placement of employees to ensure the hours of work, shifts/rosters, and workplace conditions do not create an unacceptable risk of fatigue. Where possible, our employees will not work in excess of 12 hours per day.

CoreStaff supports a ZERO tolerance to Drugs & Alcohol in the workplace and Staff and Field Employees are expected to conduct themselves according to State and Federal laws governing drugs and alcohol. As such, we support the right to conduct random Drug and Alcohol testing in the workplace. This support is extended to our clients' especially when the workplace presents as a high risk environment. This Policy is based on safety outcomes and not whether a positive test result is illicit or legal. This policy also recognises, where permissible, therapeutic drug use under the guidance of a physician or pharmacist. However, some clients may not deem permissible the presence of any drug under any circumstances whilst on duty.

During the employment induction process CoreStaff will actively promote employees awareness that their fitness for work may be influenced by the following: Alcohol, Drugs, Fatigue, Injury, Illness, and/or Stress. Prior to mobilisation to site, if required by clients, site consent forms for random drug and alcohol testing will be signed and agreed to by all employees.

CoreStaff acknowledges that the consequences of an employee making a mistake when carrying out his/her duties with impaired performance and judgment can be disastrous, particularly when sophisticated or heavy industrial equipment is involved, accordingly CoreStaff requires that:

- Staff and Field Employees must present fit for work prior to the commencement of duty.
- Staff and Field Employees must not perform any duty, or be available to perform any duty, if aware that he or she is adversely affected by a testable drug or by alcohol, until he or she is no longer adversely affected.
- Where a Staff member or Field Employee has the need to use a prescribed or a permissible therapeutic drug, under the guidance of a physician or pharmacist, they are required to notify the relevant authority in the workplace prior to commencement of duty.

We expect all Staff and Field Employees to accept their individual responsibility for their actions. We also expect that unsafe acts, conditions, and dangerous behaviour be reported in a manner that reflects genuine care and concern for fellow colleagues and co-workers.

This policy will be reviewed on a regular basis to ensure current best practice.

Authorised by:

Rob Blenkinship
CEO
CoreStaff Pty Ltd

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