

DRUG AND ALCOHOL POLICY STATEMENT

Penrith Personnel recognises the value of all its employees, including Management, Consultants, Support Staff and casual on-hire Employees. We are committed to promoting and maintaining the health and well being of every employee and have a commitment to providing a safe working environment free from the risks associated with the misuse of alcohol and other drugs, which can impair ability to maintain safe work practices.

It is our policy that employees do not come to work or attempt to work under the influence of alcohol or any other drugs that may inhibit their ability to perform their duties in a safe manner, or that may impact on the safety of others in the workplace.

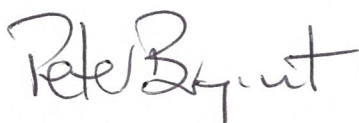
Penrith Personnel therefore reserves the right to require any employee to undergo drug and alcohol testing at any time; this will be organised by Penrith Personnel at its expense. In the case of refusal by any employee to undergo such testing when required and without a valid reason, that employee will be deemed to have breached this policy.

In the event of any employee being in breach of this policy, the employment status of that employee will be reviewed by Management. The employee may be required to cease work immediately pending review and, dependant on the outcome of this review, Penrith Personnel reserves the option of not offering any further work at all, or not offering further work until such time as that employee at his or her own expense has supplied a negative (clear) drug and alcohol test report from an approved testing provider. Penrith Personnel maintains that this is a reasonable requirement given the importance of this issue to workplace health and safety.

In addition, the suitability of any person applying for work will be reviewed by Management if that person fails a pre-employment drug and alcohol test. Penrith Personnel reserves the option of not offering work at all, or not offering work until such time as that employee at his or her own expense has supplied a negative (clear) drug and alcohol test report from an approved testing provider. Penrith Personnel maintains that this is a reasonable requirement given the importance of this issue to workplace health and safety.

In order to ensure the goals of this policy are met, Penrith Personnel will allocate resources to:

- Ensure that all employees are made aware of this policy, their responsibilities and the possible consequences of policy breaches including suspension of employment.
- Promote awareness amongst employees concerning the risks of alcohol and all other drugs, including prescribed medications, over the counter medications and drugs of abuse whilst in the workplace.
- Work with client companies / host employers in partnership to promote awareness and education regarding the risks of alcohol and other drugs in the workplace and to develop site-specific procedures to assist this.
- If required by legislation or specific client work site or industry requirements, to provide drug and alcohol testing programs and, where these programs are in place, to promote awareness of this fact and the reasons for it, plus the consequences of any breach.



Peter Bryant
Director

Dated: 20 Feb 2013