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|  | <b>CASCADE CONTROLS LIMITED</b> | <b>Doc No: CCL-DAP-423-1</b> |
|   | <b>DRUG AND ALCOHOL POLICY</b>  | <b>Date: 04-03-2013</b>      |

### **DRUG AND ALCOHOL POLICY STATEMENT**

The objective of this Policy is to develop a drug and alcohol-free workplace which will help ensure a safe and productive workplace and to provide education and treatment to our employees.

***"It is the personal responsibility of every individual employee to ensure that their work performance is always such that their safety and the safety of all others and their work efficiency is not impaired by the taking of drugs or the consumption of alcohol during working hours".***

In order to further this objective, the following rules regarding alcohol and illegal drugs in the workplace have been established.

- The company shall implement a comprehensive drug and alcohol abuse education program.
- The company reserves the right to perform urine drug screens and/or breath alcohol tests where there is reasonable cause to believe someone is under the influence.
- Alcoholism and other drug addictions are recognized as diseases responsive to proper treatment, and this will be an option as long as the employee cooperates. Employee Assistance Program (EAP) will be made available to assist employees.
- Working or reporting to work, conducting company business or being on premises or in a company-owned, leased or rented vehicle while under the influence of an illegal drug, alcohol or in an impaired condition constitutes a violation of the Policy and may subject an employee to disciplinary action including immediate termination.
- other substances that may affect a person's ability to work safely or efficiently is not permitted. People taking prescription or over-the-counter medications that may impair performance are to advise their Manager. All such advice will be treated confidentially
- Being under the influence of alcohol or illegal drugs on company property is prohibited. The unauthorized use or possession of prescription drugs or over-the-counter drugs on company property is prohibited.
- Using, selling, purchasing, transferring, possessing, manufacturing, or storing an illegal drug or drug paraphernalia, or attempting or assisting another to do so, while in the course of employment or engaged in a company sponsored activity, on premises, in owned, leased, or rented vehicles, or on business assets constitutes a violation of the Policy and may subject an employee to disciplinary action including immediate termination

CCL will review this policy as and when necessary, for continuing suitability.



Engr. Isaac Wonwu  
Managing Director