



Drug and Alcohol Policy

Coral Beach is committed to protecting the health and safety of all individuals affected by our activities, as well as the communities in which we live and operate. We recognize that the use of alcohol and drugs can adversely affect job performance, the work environment and the safety of our employees, contractors and the general public.

Definitions

Impairment: being in an imperfect or weakened state or condition; diminished in function or ability.

Fit for work: an individual is in a state (physical, mental and emotional) which enables them to perform the assigned tasks competently and in a manner that does not threaten or endanger the safety or health of themselves or others.

Drug: any substance, including alcohol, illegal drugs and drug paraphernalia, or medications, the use of which has the potential to change or adversely affect the way a person thinks, feels or acts. For the purposes of this policy, drugs of concern are those that inhibit a worker's ability to perform his or her job safely and productively.

This policy and its related practices apply to all employees when they are engaged in company business, working on or off Coral Beach premises and while driving Coral Beach vehicles.

To minimize the risk of unsafe and unsatisfactory performance due to alcohol or drugs, staff are expected to report fit for work and remain fit for work throughout their workday or shift.

The following are prohibited while on company business or premise:

- The use, possession, distribution and offering for sale of drugs or drug paraphernalia
- The unauthorized use, possession, distribution, offering for sale of alcohol
- Possession of prescribed medications not authorized for personal use
- Reporting for duty with the presence in the body of alcohol or drugs

In all situations when an employee may be unfit to be at a company worksite or to perform their duties, the employee will be escorted by a supervisor and lead hand to a private place, interviewed and given the opportunity to explain why they do not appear Fit for Duty. The employee will be given the opportunity to provide a reasonable explanation for their behaviour or condition and the supervisor and lead hand will take action appropriate to the situation.

If the explanation is not reasonable, and/or the supervisor and lead hand conducting the interview still believes the Employee is not fit for duty, the supervisor may take the following actions:

- a. Referral for medical attention if there are immediate concerns
- b. Referral for an Alcohol and/or drug test if there is reasonable cause

- c. Remove employee from worksite.

The employee will be provided with transportation and escorted to the collection site or the hospital/clinic depending on the circumstances. At no time is the employee to operate equipment until the matter has been resolved. The employee may temporarily be removed from duties or reassigned pending the completion of any investigation.

Camp/Campground Standards

Residents of our camps can responsibly consume alcohol if they are of legal drinking age as defined by B.C law (19 years) and are not working or on call for work. All residents are subject to the Provincial Liquor Regulations governing the use of alcohol. Residents who use alcohol irresponsibly will be held accountable for their actions. Employees under the SAWP program must follow the rules as laid out in that program.

Residents who can legally consume alcohol within the camps, may do so in the following areas:

- communal areas
- Individual rooms/camp sites

Your behaviour must not cause any problems for your neighbours with in the camp.

Residents are not permitted to consume alcohol in the following areas:

- Smoking area
- Stairways
- Entrances to the building
- Directly outside of the building
- Hallways of camps
- Washrooms

Residents may transit hallways, and stairs with alcohol closed containers.

If a resident chooses to consume alcohol in Staff Housing, the following apply:

- It is expected that residents consume alcohol responsibly.
- Large scale binge drinking games are not permitted in Staff Housing/camp grounds, and will be shut down immediately. Any resident responsible for promoting unsafe drinking will face penalties in line with the progressive discipline policy.
- All drink containers must be disposed of immediately, by emptying the remaining contents into the sink and placing the container into the correct bin.
- Residents are expected to behave in a safe manner at all times, including whilst under the influence of alcohol. Any behavior that interferes with the rights of residents living in Staff Housing/camp grounds due to alcohol consumption will lead to penalties being applied in line with progressive discipline policy.

Coral Beach Staff Housing/camp grounds and worksites have a zero tolerance approach to illegal drugs and substances. Illegal drugs are not welcome in the Staff Housing/camp grounds or worksites at any time.

Possession, consumption, distribution, and/or any other action that promotes illegal drug related activity is prohibited and will result in the eviction of all involved parties. Camp fees will not be refunded.

Due to the amount of fentanyl related overdoses during recreational drug consumption in British Columbia, any person who is confirmed to be under the influence of an illegal drug or substance will have an emergency services contacted for them, with the entire cost of the callout being charge to them.

I, _____, understand that Coral Beach maintains a **Drug and Alcohol Policy** requiring all employees to report to work in a substance free condition.

I have received and read a copy of this policy. If I did not understand the policy, I have asked for and have received an explanation. I understand that any breach of the policy may result in administrative and/or disciplinary measures, up to and including dismissal for cause.

SIGNATURE

DATE

PRINT NAME