

# Alcohol and other Drugs

## 1. Overview

### 1.1 At a glance

Sydney Water is committed to preventing fatalities and minimising injury and illness associated with the impairment from alcohol and other drugs in the workplace.

At Sydney Water workers will not be impaired by alcohol and or other drugs while at work and will be fit to carry out their duties.

Sydney Water recognises that alcohol and other drugs use by workers can have serious adverse effects on their own health and the health, safety and wellbeing of others.

### 1.2 Scope

This policy applies to all Sydney Water workers, including managers, contractors, visitors and anyone carrying out work on behalf of Sydney Water. It covers all Sydney Water activities, workplaces, and sites.

This policy does not apply to minors.

### 1.3 Objective

To ensure the health, safety and wellbeing of our workers, contractors, visitors and customers, by minimising the risks associated with the impairment from alcohol and other drugs at work.

Sydney Water aims to achieve this by:

- ensuring that workers are fit to carry out their duties
- ensuring that workers and visitors are not impaired by alcohol and other drugs while carrying out their duties
- providing reasonable support to workers that contravene this policy.

All Sydney Water workers, contractors and partner agencies must comply with this policy by participating in alcohol and other drug testing when requested and reporting anyone onsite that they suspect may be impaired by alcohol or other drugs in the workplace.

## 2. Definitions

Term	Definition	Source
Wellbeing	An individual's perception of their state of health, happiness and contentment.	
Workplace	Any place that a worker carries out work for or on behalf of Sydney Water.	
Partner agencies	A company or organisation that is involved in a working relationship or collaboration of work with Sydney Water.	

Term	Definition	Source
Worker	Any employee, contractor, sub-contractor, employee of a contractor or sub-contractor, employee of a labour hire company, apprentice or trainee, student gaining work experience, outworker or volunteer who carries out work for or on behalf of Sydney Water.	
Impairment	Any abnormality of, partial or complete loss of the function of, a body part, organ or system.	
Drugs	Any substance, article, preparation or mixture (with the exception of alcohol) whether gaseous, liquid, solid or in any form which, when consumed or used by any person, deprives or alters the person either temporarily or permanently of any of their normal mental or physical faculties.	
Visitor	Anyone other than a Sydney Water employee, contractor, or partner agency (worker) that is on a Sydney Water site.	

## 3. Context

### 3.1 Accountabilities

Position	Accountabilities
Managing Director	<ul style="list-style-type: none"> <li>Authorise this policy.</li> </ul>
General Managers	<ul style="list-style-type: none"> <li>Ensure this policy implemented in their area of responsibility.</li> </ul>
WHS Managers	<ul style="list-style-type: none"> <li>Ensure this policy reviewed and updated.</li> </ul>
Workers	<ul style="list-style-type: none"> <li>Be aware of and follow this policy and advise any invited visitors of this policy.</li> </ul>
Contractors	<ul style="list-style-type: none"> <li>Be aware of and follow this policy and advise any invited visitors of this policy.</li> </ul>
Visitors	<ul style="list-style-type: none"> <li>Be aware of and follow this policy</li> </ul>

### 3.2 Training and competencies

Position	Training or competency
All workers, contractors, and managers	Made aware of this policy through e-learning package.
Visitors	Made aware of this policy through site inductions.

### 3.3 References

Document type	Title
<b>Compliance obligations</b>	NSW Work Health and Safety Act 2011
<b>Policies and procedures</b>	Alcohol and other drugs Procedure SHW policy
<b>Other documents</b>	

## 4. Ownership

Role	Title
<b>Group</b>	People and Culture

Role	Title
Owner	Denisha Anbu, A/General Manager, People and Culture
Author	James Wallace, Manager Safety Capability and Resilience

## 4.1 Change history

Version	Issue Date	Approved by	Brief description of change and consultation
2	02/12/2021	Denisha Anbu, A/GM People and Culture	Majority of the policy is still effective and doesn't need to change; only updated Alcohol and Other Drug Procedure as a reference and the ownership to reflect the structural change.
1	28/10/2016	Kevin Young – Managing Director	New document to reflect the intent of the alcohol and other drugs program after feedback from organisational stakeholders.