PJP (UK) Limited
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Alcohol & Drugs Misuse Policy

PJP (UK) Limited ("the company") recognises that it has duties under the Health and Safety at Work Act 1974 to ensure the safety of employees and any other person who may be affected by their work activity.

The company also recognise that the employee also has a duty under Section 7a of the Health and Safety at Work Act 1974 and that alcohol or drug misuse may impact on that duty.

This policy applies to all levels of employee and relates to working under the influence of alcohol and the deliberate and unintentional abuse of prescribed and non-prescribed drugs.

The purpose of this policy is to help, not penalise, employees and the company will try to encourage employees with problems to receive counselling and assistance in dealing with their problems.

The company will ensure all records and treatment will remain confidential and hope this will assist the employees in acknowledging they have a problem. Employees will be reassured that they will not be victimised as a result of their problem.

The company will seek to establish at the earliest opportunity whether employees have a problem. This will be achieved through reactive monitoring, in that we will monitor any changes in individuals behaviour, performance or competence in carrying out their duties.

Where problems are identified and the employee is willing to seek help, then time off for treatment in accordance with normal sick conditions will be allowed. If assistance in tackling the problem is refused by the employee, the employee will be subject to normal disciplinary procedures if work performance, safety or behavioural problems arise.

If the employee has a relapse the company may agree to a further period of treatment should the employee show reasonable intent to help him/herself.

If the company considers the employee to not have acted in a reasonable, responsible way it may choose to implement normal disciplinary procedures.

Where possible, re-deployment into another job on return to work will be considered, especially if the problems were caused by the nature of work.

The misuse of alcohol or drugs will not be tolerated and where this has an impact on the efficiency and safety of the company and its employees will be considered by the company to be an act of gross misconduct.

The company invokes a total ban on drinking at work or being under the influence of alcohol during work hours.

Colin Power
Managing Director
PJP (UK) Limited

Dated: 05/01/2026