



CASE STUDY: Interserve Construction also trading as Paragon

Interserve Construction maintains an extensive platform of information, resources, policy and support to tackle the issue of drugs and alcohol. There is a strong focus to eliminate any presence of drugs and alcohol in the working environment, prioritising the health and safety of their employees and others whom may come into contact. Managing drugs and alcohol also maintains the efficient operations of the company and its work, as well as ensuring the highest quality services Interserve Construction's customers require and expect.

The company's aims look to provide sufficient information and resources so every member of staff understands the issue and how Interserve Construction will manage it. The following points outline their approach:

- The risk and potential dangers associated with the effects of drugs and alcohol (illegal and legal) at work
- The procedures in place and actions taken when an employee is deemed impaired to work due to drugs and alcohol
- The procedures in place and actions taken when an employee has a drugs or alcohol dependency problem
- The employee should inform their line manager if they are taking prescribed medicines that could impair their performance and also seek advice from their GP to understand what the potential effects are
- The legal consequences of their actions

Interserve Construction has a procedural toolbox talk that focuses specifically on drugs and alcohol. The session begins by explaining how statistics are showing drugs and alcohol use is increasing on site, along with associated accidents. The presentation then continues on to providing a list of facts, figures and useful information that helps educate the workforce.

The section on alcohol includes the information below for example:

- It is reminded that alcohol takes time to completely work out of your system (1 pint of beer takes approximately 2 hours)
- Alcohol is a depressant drug which reduces your brain functions to save you from an injury
- 50% of all drivers killed are over the legal limit

The section on drugs includes the information below for example:

- Watery eyes, dilated pupils, running nose, constant sniffing, tight lips, trembling and irritability are signs of drug use. If you see it, report it
- Effects of drugs include slow reaction times, clumsiness, poor decision making and distorted vision
- Legal drugs prescribed by your doctor or at the pharmacy can also make you unfit for work. It is advised to ask your doctor what the side effects are before going to work

Frequently asked questions are also answered by the supervisor such as “*What could be the result of being under the influence of alcohol on site?*” and “*What would you do if you saw a person taking drugs?*” The talk is concluded by presenting the workforce with the company’s drugs and alcohol policy.

On site resources also include awareness posters that state clear and direct information on the company’s aims and policy.

INTERSERVE CONSTRUCTION also trading as Paragon L32-02
SAFETY CAMPAIGN

Company Policy

**No ALCOHOL or ILLEGAL DRUGS
ALLOWED ON SITE**

If you are caught or suspected of being impaired or in possession of alcohol or illegal drugs, the following actions will be taken

You will be challenged

The issue will be taken up with your employer

You will be removed from site, pending further enquiries

If illegal drugs or alcohol are taken prior to attending work and your performance is adversely affected disciplinary action may follow

L32-02 11/03/2013  

INTERSERVE CONSTRUCTION also trading as Paragon L32-03
SAFETY CAMPAIGN - STAY CLEAN - STAY PAID

Drinking these?



Using.



You wont get these!



**Stay Clean,
Stay Paid!**

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Testing applies to all employees and contractors and can be actioned through multiple reasons/circumstances as follows:

1. **For-cause** - When an employee is suspected to be impaired by drugs or alcohol
2. **Post-accident / incident** – As part of an accident or incident investigation to determine if drugs or alcohol were a contributing factor
3. **Random** – Employees and/or contractors may be randomly selected throughout the course of their employment. This process is regardless of the employee’s or contractor’s status or job role to ensure fairness within the procedure

The company uses breath testing kits for alcohol and urine for drugs, other methods are an available option if necessary.

		Project Manager	Human Resources Team	Line Manager	Employee
No.	Activity				
1.0	SOCIAL FUNCTIONS AND ALCOHOL				
1.1	See guide notes below Supporting Links U Section 11 App1 : Alcohol, Drugs and Substance Abuse in the Workplace (U Section 11)				
1.2	Is the situation a social function associated with Company business?				
1.3	Has approval for the social function been obtained by the appropriate Director or Associate Director?				
1.4	Reasonable consumption of alcohol in connection with approved social functions is allowed. Supporting Links U Section 11 App1 : Alcohol, Drugs and Substance Abuse in the Workplace (U Section 11)				
1.5	No alcohol is to be consumed at the function.				
1.6	The social function is not governed by this process.				
2.0	IMPAIRMENT DUE TO DRUGS, ILLEGAL ALCOHOL (OR OTHER SUBSTANCES)				

A process map system is provided to management and supervisors which provides a clear point of reference to the protocol and assigned channels of action / support. A guidance document can also be acquired by managers that outline the testing, interview and action process.

Interserve Construction endeavours to ensure there is sufficient help and support for any member of staff who feels they have a drug or alcohol substance abuse problem and is seeking help. Support is therefore provided to the employee in the form of treatment and rehabilitation to ensure the optimum recovery is achieved. Any employee who does seek this help is granted complete confidentiality.

External organisations and their associated helplines are also provided, but it is advised to seek help internally from the company itself.

Interserve Construction suggests the following organisation for help:

National Drugs Helpline	0800 77 66 00	A free confidential telephone advice service for anyone who has a drug problem or is worried about someone who may be using drugs
Turning Point	0207 702 2300	Provides drugs counselling and treatment in local centres
Alcohol Concern	0207 928 7377	National charity providing advice, education and training on dealing with alcohol problems
Alcoholics Anonymous	0207 352 9779	Fellowship of some 2000 groups in UK which aim to help give up alcohol entirely
Health Education Authority	0207 222 5370 (for Scotland 0131 447 8044)	Provides advice, education and training materials on all aspects of health in the workplace

Interserve Construction has established a firm and extensive system of procedures and also support, to tackle the issue of drugs and alcohol.