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group



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Drugs and Alcohol Policy

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AEMG Ltd shall take all reasonable steps to ensure that employees and contractors are made aware of the contents of this statement, together with the relevant sections of the Transport and Works Act 1992 and the implications therein.

Furthermore, as a responsible employer, AEMG Ltd shall put procedures in place to prevent, so far as is reasonably practicable, any offence under the Act and a monitoring process to measure the effectiveness of those procedures.

The following shall constitute instances of drug or substance misuse:

- The use of prohibited drugs as defined in the Misuse of Drugs Act 1971 [4].
- The abuse of prescribed drugs, proprietary medicines or other substances.
- The use of medication prescribed by a doctor or advised by a pharmacist, which could affect work performance without reporting such use to the AEMG.
- The consumption of alcohol.

It is a requirement of AEMG Ltd that no employee or contractor shall:

- Report or endeavour to report for duty having just consumed alcohol or under the influence of drugs.
- Report for duty in an unfit state due to use of alcohol or drugs.
- Use or be in possession of drugs in the workplace.
- Consume alcohol or drugs whilst on duty.
- Report, or endeavour to report for duty, whilst using medication prescribed by a doctor or pharmacist without having checked for possible side effects of the drug and reporting them to management.

Acorn Environmental Management Group Ltd shall not tolerate any violation of these rules and shall take the appropriate action in response.

Action may also be taken if help is refused and impaired performance continues.

Where there is possession or dealing, action may involve the police.

AEMG shall assist with the rehabilitation of staff with alcohol or drug related problems that voluntarily seek help; any person with such a problem is urged to do so. Any disclosure shall be treated in the strictest confidence, subject to the provisions of current legislation.

The AEMG accepts that relapses may occur and any absence for treatment and rehabilitation shall be recorded as normal sickness. Such staff must, however, seek assistance at the earliest possible opportunity – subsequent discovery or a disclosure prompted by impending screening shall not be acceptable.

Systems of 'Due Diligence' have been put in place throughout AEMG to ensure employees do not report for, or carry out work whilst under the influence of alcohol and/or drugs. Contractors must have in place such systems of 'Due Diligence' at least equal to those of AEMG.

A programme of screening has been put in place. This includes procedures to:

- Detect the use of drugs and alcohol by both existing and potential employees by pre-employment, unannounced and random screening.
- Detect the use of alcohol and/or drugs by any person(s) involved in an accident/incident where there are grounds to suspect that the actions of the person(s) led to the accident/ incident ('For Cause').
- Detect the use of alcohol and/or drugs where abnormalities of behaviour prompt managerial intervention (which may include a request for screening).

Note - Any person that has been subject to 'for cause' screening shall be removed from carrying out work until a negative result has been confirmed.

AEMG shall liaise with other safety critical service providers to facilitate the exchange of information relating to drugs and alcohol screening where necessary.

This policy document shall be posted on notice boards and held within departmental offices, additionally general information about the effects of drugs and alcohol on safety and performance can be obtained via the Safety, Environment Quality Manager.

AEMG shall review this Policy each year, or more frequently as required.

A handwritten signature in blue ink, appearing to read 'Kevin O'Rourke', with a stylized flourish at the end.

Signed:

Date: 12th January 2026

Kevin O'Rourke

Managing Director