	Document title	Revision: 4
	<b>OKOMU OIL PALM COMPANY PLC</b>	Date: 20/05/24
	<b>DRUG AND ALCOHOL POLICY</b>	Page 1 of 2

**1.0 Policy Statement**

OOPC is committed to providing a safe and healthy drug, alcohol and substance free workplace that enables OOPC staff, contractors, sub-contractors and third-party contractors (defined as stakeholders) to perform at their most productive levels. Consistent with that commitment, the company has developed this policy statement regarding drug and alcohol use, and the testing thereof, to minimise its effects in the workplace.

**2.0 Objective**

The policy is designed to maintain a work place free from drugs and alcohol. The drug and alcohol policy covers illegal or illicit drugs, alcohol and other controlled substances. These will be referred to as prohibited substances within OOPC's work environment. The goal is to establish and maintain a work environment that is free from all drugs, alcohol and/or other controlled substances.

**3.0 Scope**

This policy is applicable to all stakeholders doing business with OOPC, during business hours. Stakeholders shall be obliged to undergo random drug/alcohol tests at any time that OOPC requests them to do so. Testing, using the Drug and Alcohol Test Consent/Result Form (OOPC/Form 2.16), will be carried out as post accident measure or as part of OOPC commitment to ensure employees/stakeholders, are entitled to their health and safety protection at work. Refusal to undergo any test will lead to the immediate termination of employment or loss of contract by the stakeholder(s) concerned.

**4.0 Legislation**

**Driving**

0.00% is maintained for **ALL** driving activities within OOPC concessions during working hours. However as regards the Nigerian Highway Code section 2.6f, maximum permissible blood alcohol level for driving on the highway **ONLY** is 0.5gms per liter or 0.05% of Blood Alcohol Concentration (BAC)

**5.0 Definitions**

5.1 **Alcohol Dependence** is defined as: The habitual drinking of intoxicating liquor by a stakeholder, whereby the stakeholder's ability to perform his/her duties are impaired, and/or his/her attendance at work is negatively affected, and/or they endanger the safety of others.

5.2 **Drug Dependence** is defined as: The habitual taking of drugs by a stakeholder other than a drug prescribed as medication, resulting in a stakeholder's ability to perform his/her duties being impaired, and/or their attendance at work is negatively affected, and/or they endanger the safety of others.

**6.0 Policy Provision**

6.1 Employees may not consume alcohol or any unlawful drugs in the workplace during work time or during a period prior to work where they may still be under the influence of alcohol and drugs effects which may carry over to the working hours.

6.2 No employee shall be in possession of alcohol or illegal drugs in the workplace.


6.3 No employee should report to work when unfit due to alcohol or drugs.

6.4 No employee shall supply others with illegal drugs or alcohol in the workplace.

6.5 Employees who are taking prescription drugs should ensure that they are aware of any side effects and advise their manager or a member of the management team immediately of any side effects of prescription drugs, which may affect work performance or the health and safety of themselves or others.

**7.0 Guidelines**

- 0.00% of Blood Alcohol Concentration (BAC) should be maintained for **ALL** stakeholders working for or on behalf of OOPC within OOPC concessions during working hours to avoid cognitive impairment. Individuals who return a BAC reading of greater than 0.00% but less than 0.05%, will be deemed to be under the influence of alcohol and BAC reading of greater than 0.05% will be deemed to have a positive result.#

	Document title	Revision: 4
	<b>OKOMU OIL PALM COMPANY PLC</b>	Date: 20/05/24
	<b>DRUG AND ALCOHOL POLICY</b>	Page 2 of 2

**Enforcement**

- Any stakeholder, who violates this policy, may be subjected to one or all of the following measures:
  - Disciplinary action, including termination of employment or contract.
  - Violation by contractors or third-party contractors will result in their removal from the workplace and their contract terminated.
  - In the absence of a contractor’s written policy, OOPC will administer appropriate elements of this policy as deemed necessary.
  - This policy will be communicated to all stakeholders involved in any way with OOPC, as per OOPC Communication Procedure-GP 10.

**8.0 Record of Approval**

Task	Name/signature	Job title
Approved by	Dr. Graham Hefer	Managing Director

