

DRUGS AND ALCOHOL POLICY

AMF Mech Ltd, trading as AMF MEP · fitness for work, on site and at home

Being unfit for work through drink or drugs puts you, your colleagues and people on site at risk, and it undermines the quality of engineering work that others rely on. This policy applies to every employee, wherever they are working.

1. The rules

- Do not attend work, work from home, drive on Company business or visit a site while unfit through alcohol or drugs.
- Do not possess, use or supply illegal drugs in connection with your work or on any premises you attend for work.
- Observe the alcohol and drugs rules of any site you visit; many operate a zero-tolerance policy and may test on entry.
- Moderate, sensible drinking at a Company or client event is not prohibited, but you remain responsible for your conduct, and you must not drive or work afterwards while over the limit or impaired.
- Tell your line manager if you are taking prescribed or over-the-counter medication that could affect your alertness or your ability to drive, so the work can be arranged safely. You do not need to say what the medication is for.

2. If there is a problem

A dependency on alcohol or drugs is a health problem, and we would rather help than dismiss. Tell your line manager or the Director; if the matter involves the Director, tell the Head of Operations. If you are worried about a colleague, raise it the same way rather than saying nothing, particularly where site work or driving is involved. If you tell us you have a problem, we will treat it in confidence, discuss what support and time off might help, and encourage you to seek treatment through your GP or a specialist service; with your consent we may seek independent medical advice. Coming forward voluntarily is treated as a health matter.

That does not make the rules optional. Being unfit for work, misconduct while under the influence, refusing a site's testing requirement, or possessing or supplying illegal drugs in connection with work remain disciplinary matters and may be gross misconduct. Where there is a concern about someone's immediate fitness, they will be asked to stop work and arrangements will be made for them to get home safely.

3. Where to get help

Your GP can arrange treatment and referral. We Are With You (wearewithyou.org.uk) offers free, confidential support in England and Scotland, including online chat; in Northern Ireland, help is available through the Public Health Agency's drug and alcohol services and Inspire (inspirewellbeing.org). Alcoholics Anonymous can be reached on 0800 917 7650 in Great Britain and 028 9043 4848 in Northern Ireland. In an emergency, call 999.

SIGNED BY



John Fleming
Head of Operations
for and on behalf of AMF Mech Ltd, trading as AMF MEP

Signed: 20 August 2026 Review due: August 2027

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