



**ASM Sports (UK) Limited | ALCOHOL, DRUG AND  
SUBSTANCE ABUSE/MISUSE POLICY | JANUARY 2023**

Policy/Procedure Leader	Nick Marren	01782 366332
Deputy Policy/Procedure Leader	Kieran Oakes	01782 366332
Senior Manager Responsible for Allegations	John Kendall	01782 366332
Policy/Procedure Approval Date	16th January 2023	
Frequency of Policy Review	Annually	
Next Review Date	January 2024	
Signature of Policy/Procedure Leader	Signature of Managing Director	
<i>Nick Marren</i>		<i>Alex Morris</i>



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**Address:** G22 Genesis Centre, Stoke-on-Trent, Staffordshire, ST6 4BF

Registration No: 07376198 VAT No: 159838063



## **1. ALCOHOL, DRUG AND SUBSTANCE ABUSE/MISUSE POLICY**

- 1.1 You must not drink alcohol on the Company's premises or the premises of its customers or clients.
- 1.2 Any employee who is found consuming alcohol on the Company's premises or the premises of its customers and clients or is found to be intoxicated at work will normally face disciplinary action on the ground of gross misconduct under the Company's disciplinary procedure. The Company will conduct random breathalyser tests from time to time to determine whether employees are under the influence of alcohol. Any employee that refuses to undergo such a test will be subject to disciplinary action on the grounds of gross misconduct.
- 1.3 Existing and prospective employees may be asked to undergo a medical examination, which will seek to determine whether he/she has taken a controlled drug or has an alcohol abuse problem.
- 1.4 A refusal to give consent to such an examination or a refusal to undergo the screening will result in the immediate withdrawal of any offer made to prospective employees and will normally be treated as gross misconduct for employees.
- 1.5 The possession, use or distribution of drugs for non-medical purposes on the Company's premises is strictly forbidden and a gross misconduct offence.
- 1.6 If you are prescribed drugs by your doctor which may affect your ability to perform your work, you should discuss the problem with your manager.
- 1.7 If the Company suspects there has been a breach of this policy or your work performance or conduct has been impaired through substance abuse, the Company reserves the right to require you to undergo a medical examination to determine the cause of the problem.
- 1.8 If you refuse to undergo a medical examination in such circumstances your refusal will normally be treated as gross misconduct.
- 1.9 If, having undergone a medical examination, it is confirmed that you have been positively tested for a controlled drug, or you admit there is a problem, the Company reserves the right to suspend you from your employment (with or without pay) to allow the Company to decide whether to deal with the matter under the terms of the Company's disciplinary procedure and/or to require you to undergo treatment and rehabilitation.
- 1.10 The Company reserves the right to search you or any of your property held on Company premises at any time if there are reasonable grounds to believe that this policy is being or has been infringed or for any





other reason. If you refuse to comply with these search procedures, your refusal will normally be treated as gross misconduct.

- 1.11 The Company reserves the right to inform the police of any suspicions it may have with regard to the use of controlled drugs by its employees on the Company's premises.



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