

# Drugs and Alcohol

The DOF Group has ‘zero tolerance’ to drugs and alcohol in the workplace or at work.

The DOF Group has a duty of care to ensure that all individuals are “fit for work” whilst undertaking activities on the Group’s behalf. Factors such as substance and alcohol abuse, fatigue, stress and illness impair personal performance and pose a risk to a safe working environment. The DOF Group has zero tolerance towards employees or third parties who do not adhere to the Drug and Alcohol Policy in the workplace or at work, meaning that DOF Group will not accept any content of alcohol or drugs in breath, urine or blood.

## Always follow these rules;

- Never use, store, distribute, purchase or sell alcohol or drugs in the workplace or at work.
- Never show up for work under influence or affected by drugs or alcohol and remain unaffected while at work.
- When on board our vessels always disclose any prescription drugs you are taking that can impair work performance to the Medic or Captain.
- Always remember you are still the company representing when you are travelling home from work. You should not be intoxicated or impaired by alcohol or drugs as you travel home.

## The DOF Group shall;

- Prohibit employees or contractors embarking on vessels or attending work-sites when under the influence of drugs or alcohol;
- Ensure work shifts are monitored and reviewed to address the potential for fatigue, especially among vessel staff engaged in shift work and that shift lengths are monitored to prevent excessive time working that can challenge our safety standard;
- Support and undertake any alcohol or drug testing program and search procedures, either self-imposed or implemented by its Clients;
- Provide appropriate levels of support through counselling, training, educational and rehabilitative measures to overcome Drug and Alcohol problems that could impair an employee’s ability to work safely;
- Recognise the use of medically prescribed and/or “over the counter” drugs in therapeutic dosage as long as such drugs do not impair the ability to work and travel safely;
- Instigate disciplinary action against personnel who breach this Policy, including potential dismissal. Positive tests to be treated case by case, accordingly.

## Responsibility and application

**The Chief Executive Officer of the DOF Group** is accountable to the Board of Directors for ensuring that this policy is implemented.

**Management at all organisational levels within the DOF Group** is responsible for ensuring the success of the Policy through the provision and availability of the necessary resources.

**All DOF Group employees and subcontractors** have an individual responsibility to ensure that they and their colleagues co-operate with the Group to achieve its quality objectives.

**This policy applies to all DOF business units and operations.**



Mons S. Aase  
Chief Executive Officer