

➔ Why an alcohol & drug policy for your workplace?



Workplaces are not likely to be immune from alcohol and drug problems seen in our communities. People don't always leave their problems at the door when they come to work, they sometimes bring their attitudes, habits and personal problems into the workplace. There is an ever changing climate of drug use in New Zealand. While tobacco, alcohol and cannabis are seen as problematic in workplaces, the increasing use of other drugs such as ecstasy, LSD and methamphetamine ('P') is a prompt to revisit health and safety. Many New Zealand companies and businesses now see the need to develop and implement alcohol and drug policies in line with their health and safety protocols and procedures.

'Safety' is the most compelling reason for a company or business to consider an alcohol and drug policy. It is highly defensible from a legal standpoint and is prominently and repeatedly emphasised in quality policies. Safety aside, alcohol and drug abuse has other well recognised detrimental effects in the workplace. Decreased productivity, staff turnover, absenteeism, employee theft, product defects, increased insurance and compensation costs are all indicators that alcohol and drug use may be an issue to grapple with.

In view of the above, it is a wise precautionary step for any employer to instigate the development of an alcohol and drug policy.

➔ Work out if your company needs an alcohol & drug policy

1. **Do you believe staff recreational alcohol and drug use impacts on your workplace at times?** Yes No
2. **Do you believe a sound alcohol and drug policy aligned with your HSE policies and procedures is important in today's climate?** Yes No
3. **Do you believe an alcohol and drug policy would improve the pre-employment selection procedures for your company?** Yes No
4. **Have there been instances when you have wondered if an employee's behaviour, attitude or appearance was related to alcohol or drug use?** Yes No
5. **Have there been instances when you have wondered if a workplace incident or accident was related to alcohol or drug use?** Yes No
6. **Do you believe it is in the best interest of all employees to have supervisors and/or managers 'up to speed' with alcohol and drug issues in the workplace?** Yes No
7. **Do you believe it is in the best interest of all employees to have education and awareness sessions about alcohol and drug use?** Yes No
8. **Do you believe that most employees wish to participate in the development of a drug-free workplace alcohol and drug policy?** Yes No
9. **Do you believe a better informed and educated workforce will improve the safety 'culture' within your company?** Yes No
10. **Is it your company's philosophy to provide education, training and rehabilitative services to improve employee relations and safety for all?** Yes No

➔ *If you have answered YES to any of the above questions then your company should consider the development of an alcohol & drug policy.*

➔ What FADE can do for your company

- Assess your company's needs
- Assist policy development and implementation
- Conduct audits
- Facilitate effective communication between management, staff, unions and OSH
- Provide quality education and awareness workshops for all employees
- Develop and provide quality resource materials
- Provide excellent training for supervisors and managers
- Facilitate drug testing EAP requirements



➔ www.fade.org.nz



➔ Education, training & development

FADE has extensive industry project experience with a number of New Zealand companies and businesses including the oil, fishing, construction, engineering, manufacturing, energy, transportation, forestry, mining and many more.

FADE's consultants are very experienced in education, training and development.

Services offered include:

1. **General staff education and awareness**
2. **Manager and supervisor training**
3. **Policy development and implementation**

Come to us for:

- Advice, support and facilitation for workplace alcohol and drug policy development and implementation
- Training workshops for managers, supervisors and team leaders
- Staff education and awareness presentations
- Health & Safety meeting facilitation

Costs & membership

FADE is an independent charitable trust which does not receive any government funding and has to charge to recover costs. All services provided are customised and developed in careful consultation with you and other relevant people on your staff. On a consultancy basis our costs are very competitive. **Ask us for a quote.**

Referees

FADE has worked extensively with NZ industry. Ask us for referees to call so that you can confirm the quality of our services. **Our aim is quality service.**

➔ Getting in touch...

Postal: FADE
PO Box 33-1505
Takapuna
Auckland

Email: admin@fade.org.nz

Website: www.fade.org.nz

Phone: +64 9 489 1719

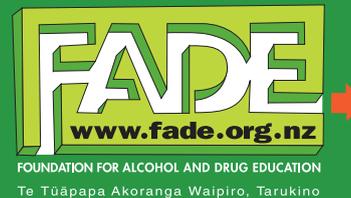
Fax: +64 9 489 1749

Or visit us: FADE
9 Anzac Street
Takapuna
Auckland 1332



Health and safety in your workplace

Does your company or business need a workplace alcohol and drug policy?



Principle Partner



➔ www.fade.org.nz