Substance Abuse Policy

Purpose

ABCON SAFETY CONSULTANCY is dedicated to providing a safe, healthy, and efficient working environment that is free from the risks associated with substance abuse. The misuse of drugs or alcohol can impair judgment, reduce performance, and create serious safety hazards for individuals, colleagues, and the workplace as a whole. This policy establishes firm rules prohibiting the use, possession, distribution, or sale of drugs on company premises and strictly controls alcohol consumption to ensure workplace safety and productivity.

Scope

This policy applies to all job applicants, employees (including full-time, part-time, and temporary staff), contractors, and any other individuals performing work on behalf of **ABCON SAFETY CONSULTANCY**

Policy Provisions

Prohibited Substances

The substances covered under this policy include, but are not limited to:

- Illegal drugs (such as cocaine, heroin, methamphetamine, and similar substances)
- Inhalants
- Prescription medications when used improperly or without a valid prescription
- Over-the-counter medications when misused
- Alcohol, except where explicitly permitted under approved circumstances

Prohibited Conduct

While on duty, during working hours, or while present on company premises, individuals shall not:

- Possess, consume, use, or be under the influence of alcohol, drugs, or inhalants.
  Exception: Alcohol consumption in moderation may be permitted during officially approved business meetings or company social events.
- Sell, purchase, transfer, distribute, or possess drugs, controlled substances, or related paraphernalia.
- Use prescription medications, including medical marijuana, while working or on company premises unless such use has been declared and approved by Human Resources.

Drug and Alcohol Testing

Reduction of Certification Scope

Where certified personnel repeatedly or seriously fail to meet specific certification requirements, **ABCON SAFETY CONSULTANCY** may reduce the scope of certification by excluding the nonconforming elements. This action allows the individual to retain certification only for those areas in which conformity is maintained.

Duration of Suspension

The maximum suspension period shall not exceed six (6) months. If the conditions leading to suspension are not satisfactorily resolved within this period, the certification shall be withdrawn or the scope reduced, as determined by **ABCON SAFETY CONSULTANCY**

This policy is established to ensure the integrity, impartiality, and credibility of the certification process. It is approved and issued by the Managing Director of **ABCON SAFETY CONSULTANCY**