

CMS Engineering is committed to providing a place of work which minimises risk arising from lack of fitness for work. The management of fitness for work is considered a shared responsibility between an organisation and its personnel. We acknowledge the responsibility to take appropriate action when the health, safety, or work performance of individuals in the workplace is impacted by fatigue, stress or alcohol and/or drug use.

CMS Engineering will:

- Educate our personnel about their requirements for being fit for work and increase awareness about the impacts of their lifestyle including stress, fatigue and drug and alcohol consumption on themselves and others.
- Ensure personnel adhere to the appropriate processes to ensure their fitness for work.
- Ensure that if a person's capacity to work safely is reduced by fatigue they can notify their Supervisor without fear of adverse repercussions.

In order to meet the requirements of this Policy, all personnel shall:

- Attend work in a state that does not limit their ability to meet their position requirements.
- Maintain a level of personal fitness required to meet the requirements of their position.
- Report situations to their Supervisor where fellow work colleagues may not be fit for work, including factors relating to stress, fatigue and/or alcohol and drugs.
- Advise their Supervisor if they are taking any prescription drug or pharmaceutical medication that contains warning such as:
 - this product may cause drowsiness.
 - caution should be exercised in the operation of machinery or any equipment.
 - any other precautionary measures.

All personnel working for CMS Engineering, including Contractors, may be required to undertake various assessments under certain circumstances to ensure they are fit for work. These assessments include, but not limited to:

- Medical assessments including drug and alcohol testing (oral fluid (saliva) or urine testing analysis); Breath Alcohol Testing (BAC); other medical assessments required by the position being performed or based on Project requirements.
- Pre-employment, pre-deployment or daily pre-start testing as part of Client pre-start processes i.e. daily alcohol breath testing.
- Blanket or random drug and alcohol testing - Randomly selecting a proportion of personnel to be tested or blanket testing all personnel in a single event.
- Post-incident drug and alcohol testing - Testing after an accident, potential accident, or 'near miss' event.
- 'For cause' drug and alcohol testing - When a Supervisor has concerns about an individual's behaviour a test may be requested.
- Self-drug and alcohol testing – CMS may provide workers with access to the means to test themselves, to assure they attend fit for work.
- Return to work - If a worker has previously returned a positive test or a reduced work capacity due to a medical condition, they might be required to be declared fit for work by a medical professional or provide a clear drug and alcohol test before returning to duty.
- Participate in fatigue and/or stress risk assessments.
- Periodic health surveillance monitoring e.g., audiometric testing etc.

This Policy applies to all individuals, including employees, contractors and/or visitors representing CMS Engineering and working for CMS managed operations or at Client facilities. All personnel entering Client locations will be subject to the Fit for Work Policy conditions of both CMS and the Client.



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