

# FITNESS FOR WORK POLICY

## Objective

TM Safety Solutions has developed this policy to prevent safety consultants/workers or contractor injuring themselves or other work members by attempting to work when they are not able to do so in a safe manner.

It is the responsibility of the safety consultants/ workers or contractor to inform TM Safety Solutions if they are unfit for work. This could be due to an injury that occurred at work or outside of working hours, an illness that could infect other persons, the use of prescription medication, the use of alcohol or illegal drugs. There are many factors that could cause a worker or contractor to not be unfit for work.

## Fitness for Work

If TM Safety Solutions is of the opinion that a safety consultant/worker or contractor is incapable of performing their normal duties in a safe and efficient manner that safety consultant/worker or contractor will be asked to stop work. This safety consultant/worker or contractor may also be asked to undertake an examination to confirm whether they are fit for work, and this may include other drug and alcohol testing. Failure to comply with this request will result in disciplinary action being taken that may include dismissal.

## The process involved is as follows:

1. TM Safety Solutions will arrange for the worker or contractor to stop work immediately.
2. TM Safety Solutions is to meet with the safety consultant, worker or contractor and outline their concerns about the person's ability to safely perform their duties.
3. If at the conclusion of this meeting the TM Safety Solutions believe that the safety consultant, worker or contractor may not be in a fit condition to safely perform their duties, they are to advise them that they are not able to return to work at present.
4. TM Safety Solutions may then request that the person/s involved undergo an examination to test for the presence of alcohol or other drugs.
5. If the safety consultant, worker or contractor refuses to undergo an examination, they are to be sent home and are to return at an agreed time for a further discussion on the matter. Refusal to undertake an examination will be taken to be an admission that the person is unable to perform their duties in a safe and efficient manner as a result of the consumption of other drugs and or alcohol and appropriate disciplinary action will be initiated.
6. Should the medical examination produce a positive result, appropriate disciplinary action will be initiated that may lead to dismissal.
7. Should the medical examination produce a negative result they may be permitted to return to work.
8. TM Safety Solutions will endeavour to provide support where appropriate.

Tracey Millard

*TA Millard*

Sole Proprietor

Senior Safety Consultant