

*Damar.....*



*To Drugs & Alcohol in the  
Workplace*



# Why did we want to introduce D&A testing?

- It was in line with our Company values
- Dangerous Goods facility
- Raised awareness within the business community of D&A abuse in the workplace
- Concerns raised by employees

# What to look for?

- Behaviours associated with drug use were becoming apparent:
  - Absenteeism on Mondays and after holidays
  - Reduction in performance with some staff
  - Poor judgement and reduced concentration
  - An increase in unsafe practices in the workplace

# We introduced D&A testing...

- To ensure the safety, health and well being of our people.
- To meet our obligations under the Health & Safety in Employment Act 1992
- To maintain a safe workplace.

# Aims

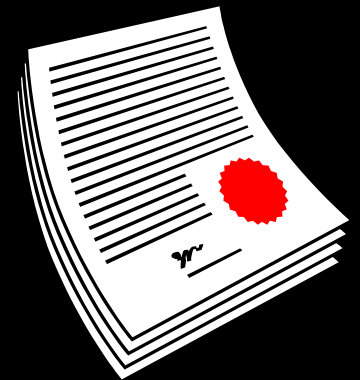
- Create a drug and alcohol free workplace
- Recruit staff who comply with our policies/procedures
- Reduce incidents/accidents and their associated costs

# Aims

- Support staff with drug and alcohol problems (case by case)
- Deter employees from alcohol or drug use at work or immediately prior to starting work
- Improve performance and productivity

Where did we start.....

Established a Drug & Alcohol  
policy and determined our  
commitment.





# Our Commitment

To ensure the health and safety of its employees, Damar Industries is committed to creating a drug and alcohol free workplace.

This commitment:

- Supports the company values and,
- Aims to achieve a safer and healthier workplace for our people.

# What did we need to do.....

- Establish a D&A Testing Procedure
  - what type of testing?
  - how were we going to test?
  - frequency?
  - what standards did we need to meet?

# Types of Testing



- **Pre-employment Testing**

Sets the expectation, decreases the chance of hiring a drug or alcohol abuser

- **Post-accident or Post Incident Testing**

Determines whether D&A was a contributing factor

- **Reasonable Cause Testing**

Protects the safety of the employees and other workers/contractors

- **Random Testing**

Designed to be a deterrent

# Standards

- Urine drug testing standard is AS/NZS 4308:2008.
- Alcohol breath testing standard is AS 3547:2000.
- Damar chose to utilise an outside agency with IANZ accreditation.

# Results of Testing

## Random

- 32 Staff were tested (9 month period)
- 25% failure rate (all waged employee's)

## Pre-Employment

1:10 Failure rate

# Impacts & Realisations

- Immediate loss of productivity
- Loss of knowledge & experience in key positions
- It was more wide spread than anticipated
- Long serving employee's were among those testing positive
- Recruitment costs sky rocketed.
- Employee drug of choice was Cannabis



# Outcomes

Identified opportunities to:

- Improve succession planning;
- Review recruitment process;
- Analyse trends e.g. Absenteeism;
- Provide support & education

# Random Testing Process

## Selection

- Service Provider supplies a list of staff numbers.
- Damar matches numbers to staff names.

## Permission

- Employee is asked to take the test
- Employee is accompanied to the testing location if he/she agrees to be tested.

## Testing

- Employee signs a consent form.
- Collector undertakes the D&A Tests.

# Drug Results Process

Negative

- “Negative” Result – Employee returns to work.

Non-Negative

- “Non-Negative” Result – Employee is stood down pending confirmation from the lab of a “Positive” test.

Positive

- Lab provides “Positive” test and a breakdown of the drugs identified and their levels.

# Alcohol Results Process



*Negative*

- “Negative” Result – Employee returns to work.



*Positive*

- Employee tests over the allowed alcohol limit as prescribed in the Damar policy.
- Employee’s manager is informed.

# Outcomes from Testing

## Investigate

- As a result of a “Positive” test a formal investigation is commenced.
- May proceed to Disciplinary Interview.

## Counselling

- Where appropriate the employee will be offered counselling – case by case basis.

## Contract

- If the employee chooses counselling then they are required to sign the counselling contract.

# Learning's & Moving Forward

- All types of testing needs to be undertaken for the program to be effective (Pre-employment, Random, Reasonable Cause & Post Incident)
- Education & Training is critical
- Support & Counselling options – need to work for your business and the employee

# Learning's & Moving Forward

- Implement Drug & Alcohol Rehabilitation Contract (case by case basis). Employees will be:
  - Required to keep counselling appointments
  - Follow course of treatment recommended by the service provider
  - Agree to be randomly tested for 24 months following treatment
  - Agree to undertake treatment outside of work hours or use annual leave

# Learning's & Moving Forward

- Its a priority to maintain confidentiality & respect an employee's privacy.
- Regular testing is a deterrent
- Benefits to utilising an external agency to undertake the Random Selection process
- D&A Testing can be a powerful driver of cultural change



# Ongoing Culture Change

- Increased productivity
- Reduced absenteeism
- Reduction in Accident/Incident Rates
- Decrease in employee turnover
- Recruiting a higher calibre of employee
- Continued D&A education and support to our employees

Maintain a highly productive, safe and stable workforce.

# Recommendations

- Ensure you develop a robust policy (seek legal advice)
- Remember – duty to consult your employees when introducing a workplace D&A Policy
- Undertake all types of testing
- Provide support and education

# Recommendations

- Maintain employee confidentiality
- Put a testing program in place & stick to it
- Review your other procedures to ensure they are consistent with the D&A Policy.

The following video clip is from a Russian news program.

There was an accident at a coal mine and staff were accused of drinking on the job.

The interviewer is trying to establish if there is any truth to the rumour.....



**SAY YEAH, NAH**

*To Drugs & Alcohol in Your  
Workplace*