



Fitness for Work Policy

Karratha Building is committed to providing and maintaining a safe and healthy working environment in which our employees and contractors ("Our People") are not exposed to hazards arising from fatigue, stress or the use or abuse of alcohol or drugs.

When reporting for work, Our People must be fit for work, including being medically and mentally fit as well as properly rested, to ensure that they can perform their duties in a safe and efficient manner.

Our People are prohibited from working when under the influence of alcohol or drugs, including both illegal and legal drugs.

Karratha Building will proactively undertake activities to identify and appropriately deal with any of Our People who may be unfit for work. Our processes will be transparent, fair, sensitive and of course, legally compliant.

We have implemented and will maintain a number of policies and procedures and a Code of Conduct to effectively, fairly and constructively manage the identification and management of people who are unfit for work. All of our employees must abide by all of the requirements set out in these documents. This is for their own wellbeing and the wellbeing of those around them.

These documents address a number of fitness for work issues including:

- requiring Our People to undertake drug and alcohol screening as a condition of employment and during any assignment or period of work, including systematic and random testing;
- training and cautioning Our People at various stages of employment regarding the dangers of presenting to work in an unfit state, whether due to drug and alcohol abuse, fatigue or other causes; and
- taking reasonable steps to ensure that the hours of work, rosters and workplace conditions to which Our People are exposed do not create unacceptable risks from fatigue or stress.

Signed.....
Managing Director

Date.....15/3/2016