

## Random Drug Testing

### 1. INTRODUCTION

The purpose of this policy is to describe the Employer's commitment to modelling exemplary behaviour in relation to the use of illegal substances. It is also to ensure public credibility in relation to the programmes and services it provides, and to ensure a safe and healthy environment for all employees, by maintaining a drug free workplace.

### 2. POLICY

- 2.1 To ensure that this policy is not discriminatory, every employee will make them self available to be drug tested at a time to be decided randomly by the Employer.
- 2.2 All costs associated with the drug test will be met by the Employer.
- 2.3 The tests will be carried out by an independent agency nominated by the Employer.
- 2.4 All samples will be collected, sampled, and documented according to Australian Standard AS4308-1995 or equivalent updates.
- 2.5 Drugs tested for are:
  - a Alcohol
  - b Cannabinoids
  - c Opiates
  - d Benzodiazepines
  - e Amphetamines/Methamphetamines
  - f Cocaine
  - g LSD
- 2.6 Drugs not tested for are:
  - a Passive inhalation of cannabis
  - b Prescribed medications
  - c Over the counter medications/homeopathic preparations.
- 2.7 The Employee shall authorise the independent agency carrying out the tests to release the results of such a test to the Employer.

### 3. RESPONSIBILITY

- 3.1 Individual Employees are responsible for ensuring that they comply with both the letter and intent of this policy, and refrain from taking any illegal substance.
- 3.2 The Employer will be responsible for the administration of this policy.

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<b>Responsibility for Procedure:</b>	All Employees
<b>Approving Authority:</b>	Manager
<b>Reference:</b>	HR

#### 4. COMPLIANCE

- 4.1 Where the results of such a test confirms the presence of drug residue which is higher than the acceptable “cut off” level<sup>1</sup>, the Employee may request a second test.
- 4.2 Where the first positive test is unchallenged by the Employee, or where the second tests again proves positive, the matter will be treated as “Serious Misconduct” and addressed in accordance with the Employer’s policy on “Discipline and Dismissal for Serious Misconduct”.
- 4.3 Where the Employee refuses to comply with all or any part of this policy, it will be perceived to be wilful disobedience of a lawful instruction by the Employer. Such an action will therefore be treated as “Serious Misconduct” and addressed in accordance with the Employer’s policy on “Discipline and Dismissal for Serious Misconduct”.

#### 5. REFERENCES

- 5.1 Employment Relations Act 2000.
  - 5.2 Misuse of Drugs Act 975
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<sup>1</sup> The cut off level will conform with the Australian Standards for Drugs of Abuse in Urine or equivalent which may apply at the time.