

Drug and Alcohol Policy

SM-24-00307325

Metro Body of Knowledge (MBoK)

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1. Purpose Statement

Our aim is to have a drug and alcohol-free workplace. We are fully committed to protecting our people, customers and community from the dangers and issues surrounding alcohol and drug misuse.

The health, safety and wellbeing of our people, customers and community is paramount, which is underpinned by the [Sydney Metro Health and Safety Policy](#).

This Policy should be read in conjunction with the Sydney Metro Drug and Alcohol Procedure.

Health and safety in the workplace are everyone's responsibility. Drugs, alcohol and other substance misuse pose a serious health and safety risk.

All workers are responsible for being fit for work. We are committed to supporting our workers to work safely and not be impaired by alcohol and / or other drugs.

This Policy will take effect from 11 November 2024.

2. Scope and applicability statement

This policy applies to workers performing work for Sydney Metro.

'Worker' includes all permanent, temporary and casual staff, staff seconded from another organisation and contingent workers including labour hire, professional services contractors and consultants.

3. Policy statement

Sydney Metro is committed to delivering a Drug and Alcohol program that is fair, supportive, and transparent, that effectively manages the health and safety risks in the workplace associated with drug and alcohol use.

3.1 Requirements

- We commit to achieve this through:
- implementing a drug and alcohol testing program
- requiring all workers to have a blood alcohol concentration of 0.00% while at work or on call
- requiring all workers not to have amounts of drugs in their body that equal or exceed the cut-off levels listed in AS/NZS 4760:2019 Procedures for specimen collection and the detection and quantitation of drugs in oral fluid or AS/NZS 4308:2008, Procedures for specimen collection and the detection and quantitation of drugs of abuse in urine. This means any usage of drugs, including during personal time and on prior days, may cause a worker to breach this requirement and be detected by the testing program
- mandating that our people are not permitted to have or sell alcohol or prohibited drugs in the workplace, and must not be in possession of any item or piece of equipment for the use or administration of a prohibited drug at any Sydney Metro workplace
- implementing measures to reduce safety risk, absenteeism and other effects in the workplace due to the consumption of drugs and alcohol, which will include the opportunity to self-identify and seek help and the opportunity to participate in rehabilitation programs and education on drug and alcohol related issues
- having processes for the fair and equitable management of non-negative test results.

4. Compliance and breach

You are required to comply with this policy and its related procedures and standards. If you do not do so, this may result in disciplinary action up to and including termination of your employment or contract.

5. Related documents and references

Related documents and references
- SM-17-00000043 Sydney Metro Fitness for Work Standard - SM-24-00307326 Sydney Metro Drug and Alcohol Procedure SM-17-00000203 Sydney Metro Glossary - Work Health and Safety Act 2011 - Rail Safety National Law (NSW) 2012 Safe Work Australia – Drugs and alcohol - Australian/New Zealand Standard - AS/NZS 4760:2019 Procedures for specimen collection and the detection and quantitation of drugs in oral fluid - Australian/New Zealand Standard - AS/NZS 4308:2008 Procedures for specimen collection and the detection and quantitation of drugs of abuse in urine

6. Superseded documents

Superseded documents
This Policy supersedes the following document: TfNSW Drug and Alcohol Policy

7. Document history

Version	Date of approval	Notes
1.0	13/09/2024	New Policy – establishes a Sydney Metro branded Policy that aligns with TfNSW Drug and Alcohol Policy and Procedures