



FIT FOR WORK POLICY

FSC is committed to providing a safe, healthy, and productive working environment for all its employees and those who they come into contact within the course of their work. It is to this end that the company has devised this Fit For Work Policy, to which all employees are bound. The primary purpose of this document is to provide clear guidance on what is deemed to be acceptable and unacceptable conduct regarding workplace fatigue management, drug and alcohol issues and to outline the consequences of a breach of this policy by any employee.

FSC shall provide assistance through educational measures to overcome health matters impacting our employees' ability to be fit for work such as provide internal information about R U OK?, Beyond Blue, Mates in Construction and Lifeline.

FATIGUE

FSC expect all employees to be free from the effects of Fatigue. In a work context, fatigue is a state of mental and/or physical exhaustion that reduces a person's ability to perform work safely and effectively. It can occur because of prolonged or intense mental or physical activity, sleep loss and/or disruption of the internal body clock.

Workers have a duty to take reasonable care for their own safety and health and that their acts or omissions don't adversely affect the health or safety of others. Workers must also comply with any reasonable instruction and cooperate with any reasonable policy or procedure relating to fatigue at the workplace. To reduce the risk of being involved in a work incident caused by fatigue, you should:

- comply with FSC's policies and procedures relating to fatigue
- understand your sleep, rest and recovery needs and obtain adequate rest and sleep away from work
- seek medical advice and assistance if you have or are concerned about a health condition that affects your sleep and/or causes fatigue
- assess your own fitness for work before commencing work
- monitor your level of alertness and concentration while you are at work
- look out for signs of fatigue in the people you work with
- in consultation with your supervisor, take steps to manage fatigue
- talk to your supervisor or manager if you foresee or experience being impaired by fatigue likely to create a health and safety risk e.g. because of a health condition, excessive work demands or personal circumstances
- assess your fatigue levels after work and take suitable commuting and accommodation options (e.g. avoiding driving if fatigued).



DRUG & ALCOHOL

FSC take a stringent attitude towards alcohol and/or drugs in the workplace. All company employees are required to be drug and alcohol free whilst at work.

Disciplinary action will occur where an employee is found to meet either of the below:

For Alcohol: Any level of alcohol above 0.00 BAC resulting in an employee being considered unfit for work.

For Drugs: Any level of drugs greater than the cut off levels stipulated by Australian Standard AS/NZS 4308.

In the event of a drug or alcohol test taking place on site, and a positive result occurring for any employee, he/she will immediately and permanently be removed from site and the police notified where applicable (as per legal requirements on certain types of projects). The employee will also cease to be employed by FSC at that point and will not be permitted to work on any other project in the future as an employee of the company.

Sean Breen
Director
22/12/2016

Peter Phelan
Director
22/12/2016