

Purpose

Protech Group's (Protech) purpose is to be a *positive influence in people's lives*, and we are committed to ensuring our employees are returned home safe at the end of each day. This commitment is used to guide Protech, and our employees, acts and behaviours including operating in a manner that does not cause harm to any workers, personnel or the communities in which we operate. This Policy outlines Protech's minimum safety standards required.

Scope

This policy is applicable to all internal and external Protech stakeholders, or any other party or individual performing work for or on behalf of Protech. This policy is intended to capture any substances that may affect someone's ability to safely perform their role.

Objective

Protech will establish a positive working culture within the business that allows team members to thrive. Using this policy to ensure:

- All employees are aware they are prohibited from the ingestion/injection/consumption of illicit substances whilst engaged in any capacity by the Protech Group.
- All breaches of this policy are reported to and investigated by applicable management team(s).
- Protech creates a framework for employees to be supported when taking prescription medications which may impact their ability to perform their role.

Responsibilities

In taking all reasonable steps to prevent harm from the misuse of drugs, alcohol or other substances in the workplace, all parties covered under the scope of this document will adhere to the following requirements:

- The consumption, sale, transfer or possession of illicit drugs/substances and the misuse of controlled substances is prohibited.
- Whilst at work or transiting to or from work on behalf of Protech, blood alcohol limits shall be:
 - Working/driving on Client site/project/office – 0.00 in 100 millilitres of blood.
 - Driving a vehicle – 0.05 in grams, in 100 millilitres of blood.
 - Working in a Protech Office - 0.05 in grams, in 100 millilitres of blood.
 - When operating vehicles, plant, equipment on behalf of Protech Traffic 0.00 in 100 millilitres of blood.
- Behaving responsibly at any events to ensure there is no risk of reputational damage to Protech.
- Where medication may cause impairment workers must notify their manager before undertaking any work.
- Remaining compliant with any related statutory or legislative requirements for certain occupations including but not limited to road transport, rail networks and mining operations.
- Participate in any drug and/or alcohol testing regimes or requirements whilst at Protech or client offices or sites.
- When reporting for work, employees must be physically and mentally fit, as well as well-rested, to ensure they can perform their duties safely.
- Only smoking/using electronic cigarettes in designated break times and smoking areas, and never in vehicles.
- Complying with any equivalent client/site policy regarding alcohol, drugs or smoking.
- Breaches of this policy or site safety requirements may result in disciplinary action including termination.

Commitment

Protech management commit to the impartial implementation of this policy. Whilst understanding that addiction or substance abuse can be a disease or health issue; in these cases, Protech will attempt to work with affected persons to assist them in their recovery. All Protech team members commit to being fit for work or proactively standing down if their fitness for work is in doubt; and reporting any concerns/breaches regarding this policy.

Approval

Marc Meili
Managing Director



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