
	<i>We Go Further</i>		
	SUBSTANCE ABUSE POLICY	Reference Number	Substance Abuse – Policies 002
		Implementation Date	01/06/2026
		Rev / Amendment No	001
		Rev / Amendment Date	01/06/2026

VISION ELEVATORS

SUBSTANCE ABUSE POLICY


REV	DATE	PREPARED BY:	REVIEW BY:	APPROVED BY:	SIGNATURE
001	01/06/2026	M. Moodley	S. Mahomed	G. Burn (MD)	

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1. PURPOSE

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The object of this policy is to develop a drug and alcohol-free workplace, in order to maintain safety and productivity. To achieve the following rules regarding alcohol and illegal drugs in the workplace have been established.

2. POLICY

- The manufacture, distribution, dispensing, possession, sale, purchase or use of controlled substances on client or company property is strictly prohibited.
- Being under the influence of alcohol or illegal drugs on a client’s or company property is prohibited.
- Employees who contravene this policy will be subjected to disciplinary action in terms of the company’s disciplinary procedures.
- The policy applies to all employees and sub-contractors regardless of position. This includes temporary and part-time employees.


3. OCCUPATIONAL HEALTH & SAFETY ACT OF 1993

General safety regulation 2(A) under the OHS Act 85 of 1993 states the following:

- 3.1 Subject to the provisions of Sub-regulation (3), an employer or a user, as the case may be, shall not permit any person who is or who appears to be under the influence of intoxicating liquor or drugs, to enter or remain at a workplace.
- 3.2 Subject to the provision of sub regulation (3), no person at a workplace shall be under the influence of or have in his or her possession or partake of or offer any person intoxicating liquor or drugs.
- 3.3 An employer or a user, as the case may be, shall in the case where a person is taking medicines, only allow such a person to perform duties at the workplace if the side effects of medicines do not constitute a threat to the health or safety of the person concerned or other persons at such workplace.

4. GENERAL POLICY EXEMPTED PROVISIONS

- The consumption of alcohol is strictly prohibited, except for certain special functions, meetings, which are to be approved by the Managing Director.
- Employees under the influence of alcohol, shall not return to work or enter project premises. Such a person shall not be permitted to drive on the premises and if possible, request/ arrange a lift, or a Uber service to their destination.

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- It is a contravention of company policy to use or be under the influence of alcohol or illegal substances during business hours while operating or using company property.

5. ACTIONS

Any person under the influence or in possession of an illegal substance/ alcohol will be immediately removed from the premises and the disciplinary process will be followed.

This policy will be reviewed annually to ensure that it remains relevant and appropriate to Vision Elevators.

This policy is approved by the Managing Director/ CEO of Vision Elevators.

CEO/ MANAGING DIRECTOR

DATE: