FITNESS FOR WORK POLICY

Fourtrex is committed to providing a safe, healthy and productive workplace by ensuring workers, contractors and visitors are fit for work and able to undertake their duties safely. Fitness for work means being physically and mentally capable of performing work safely and effectively without impairment from fatigue, alcohol, drugs, illness, injury, medication, stress or any other condition that may affect health, safety, judgement, behaviour or work performance. Workers, contractors and visitors must not undertake work when they are not fit for work and must immediately notify their supervisor if they experience, or become aware of, any condition that may impair their ability to work safely.

To achieve this, Fourtrex will:

- Manage fitness for work risks including fatigue, alcohol and drug impairment, illness, injury, medication, mental health, wellbeing and return to work readiness.
- Require all workers, contractors, and visitors to be fit for work, rested, alert, and unimpaired.
- Prohibit workers from attending work or undertaking work while impaired by alcohol, illegal drugs, illicit substances or any substances that may affect their ability to work safely.
- Prevent drug and alcohol misuse through clear expectations, worker awareness, supervision and testing where required.
- Require workers to disclose medication, illness, injury, fatigue or any condition that may affect their ability to work safely.
- Manage fatigue through planning, supervision, work scheduling and awareness of fatigue signs and symptoms.
- Undertake drug and alcohol testing as part of pre-employment medical assessments and where required by legislation, client requirements, site rules, incidents, reasonable cause or company requirements.
- Remove any person from work where there is a reasonable concern regarding fitness for work.
- Manage fitness for work matters, testing outcomes and related records fairly, respectfully and confidentially.
- Provide information and awareness regarding fitness for work responsibilities.

All workers, contractors and visitors have a responsibility to:

- Present fit for work, rested, alert and unimpaired.
- Not attend work under the influence of alcohol, illegal drugs or illicit substances.
- Not possess, consume, use, sell or distribute alcohol, illegal drugs or illicit substances while at work or on operational sites.
- Notify their supervisor if medication, illness, injury, fatigue, stress or any other condition may affect their ability to work safely.
- Comply with reasonable fitness for work requirements, including drug and alcohol testing.
- Report concerns regarding their own or another person’s fitness for work.
- Take reasonable care to ensure their actions do not place themselves or others at risk.

Fitness for Work Concerns

Where there is a reasonable concern that a person may not be fit for work, Fourtrex will take appropriate action to manage the risk and protect the health and safety of workers and others.

Fitness for work matters will be managed fairly, respectfully and confidentially. Breaches of this policy may result in disciplinary or remedial action, including removal from site. All workers are expected to be fit for work and report fitness-for-work concerns as soon as practicable.

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