

## **SUBSTANCE ABUSE POLICY**

Our objective is to create and maintain an operating environment free of substance abuse. We believe that substance abuse increases the potential for accidents, absenteeism, substandard performance and poor employee oral health as well as damage to the company's reputation. The company has zero tolerance for violations of this policy and the employment of even first time offenders will be terminated in accordance with relevant law.

To enforce this policy, we will:

- Implement a substance abuse testing program that subjects employees to random drug and alcohol screening.
- Require pre-employment drug testing of job applicants and drug and alcohol testing of employees for reasonable suspicion/cause, post-accident situations, rehabilitation follow-up and to verify return-to-duty eligibility post-rehabilitation.
- Ensure that all employees are aware that this Policy covers improper use of prescription medications as well as abuse of alcohol, illegal drugs and other substances that may alter an individual's mood, perception, coordination, response, performance or judgment.
- Provide relevant training to raise employee awareness of substance abuse issues and the consequences for violation of this Policy.
- Provide employees who voluntarily disclose their substance abuse problems with opportunities for rehabilitation, where adequate facilities are available and it is feasible to do so.
- Offer internal or external resources, where available, to answer employees' questions regarding the potential work- related impact of over-the-counter or prescription medications.
- Drug and alcohol testing pursuant to this policy is an integral part of the employer's comprehensive safety programme.
- All employees who work in safety sensitive areas are subject to unannounced random testing.

Communicate our commitment to this policy to our employees, contractors, and visitors and engage their support for creating and maintaining an environment that is free of substance abuse.