



Policies and Regulations

PO-005

Use of Tobacco, Alcohol, Drugs and Medicines Policy

February 2019

Preamble

This policy applies to all employees of SIRIUSMEDx, as well as to any agent, subcontractor or other person acting on behalf of SIRIUSMEDx and whose duties are exercised by them. These are related to the purpose of this policy.

This policy establishes the principles for prohibiting the consumption, being under the influence, possessing, and / or trading prohibited substances in the workplace, including drugs, alcohol, equipment for the use of prohibited substances and any substance that may affect alertness, including certain medications.

The use of alcohol, drugs and certain drugs affects the health, physical integrity and safety of staff. Thus, in order to ensure a safe work environment and preserve the integrity of its buildings, equipment, operations and quality of service, SIRIUSMEDx is committed to promoting and maintaining a safe and secure environment. free from the undesirable consequences of alcohol, drugs and certain medications and specifies the rules to be respected and the consequences of any violation related to the consumption, possession or sale of alcohol or drugs, and the improper use of medications on the premises or at work.

Definitions

Drug addicts	Any legal or illegal substance, the consumption of which can change the way of thinking, perception or behaviour, thus diminishing the ability of the individual to perform his work safely and productively.
Pharmaceuticals	Includes any medication obtained either over the counter or through an order issued by an authorized medical practitioner. For the purposes of this policy, the medications involved are those that inhibit the ability of someone to perform their work safely and productively.
Impaired	Decreased ability of the individual due to the effects of drugs, alcohol or drugs, resulting in an inability to perform safely and productively.
Zero tolerance	No discretion to a person who reports to work while impaired. Everyone who comes to work must be vigilant and must not be under the influence of any substance that could affect their ability to perform the job safely.

Objectives

The purpose of this policy is to ensure the health and safety of individuals at work for employees, contractors, agents, customers, suppliers and visitors alike. The use of alcohol, drugs and certain drugs is also prohibited in order to ensure the productivity of operations, but also to maintain the image of the company Sirius first aid in remote areas.

While at work, all employees are prohibited from selling, possessing or using drugs, alcohol and medications that may affect alertness and possession of consumer equipment. of drugs. However, it is, on certain occasions and when permitted by management, to consume alcohol responsibly and reasonably.

Responsibility of stakeholders

Employee

- The employee is obligated to read this policy and the resulting administrative instructions.
- An employee who is deemed to be at work must be fit to perform his duties, that is, his abilities must not be impaired by drugs, alcohol and drugs.
- Employees must respect the principle of zero tolerance for the use of any drug, alcohol and medication when performing tasks; this may have an impact on his / her health or safety, as well as that of the employees of the company or its customers. Given the nature of Sirius' first aid activities in remote areas and the fact that certain functions are demanding in terms of occupational health and safety and that some people have to travel in areas where these demanding functions are carried out, is forbidden to report and be at work under the influence of drugs, alcohol or drugs.
- People who believe they have a current addiction or birth to drugs, alcohol or medication should notify their immediate supervisor or a member of management and are encouraged to seek advice and to promptly follow appropriate treatment before their performance or their attendance is affected or there is a violation of this policy.
- If an employee takes prescription drugs, he or she is responsible for ensuring, in consultation with a health professional, that he or she can safely perform his duties and that his or her abilities are not affected. The employee must provide his / her immediate supervisor with any relevant medication information regarding the performance of his duties.

Manager

- The manager is required to know, understand and apply this policy and its administrative guidelines.
- The manager is responsible for ensuring that employees are able to perform their duties safely and safely. The Manager is responsible for detecting any facts or material that could reasonably raise a suspicion that someone would be under the influence of alcohol, drugs or medication at the premises of the person. job.
- The Manager is responsible for ensuring compliance with this policy and ensuring that it is known to its employees and anyone doing work at the request of Sirius First Aid in remote

areas or anyone who needs to travel in an environment where carry out specific tasks from the point of view of health and safety at work.

- A manager who has reasonable grounds to believe that an employee does not have the ability to perform his job because he believes he is under the influence of drugs, alcohol or medication, must withdraw it temporarily and immediately until he is fit to return to work. In addition, any manager witnessing a situation or who has a reasonable doubt about an employee's ability to do his job, must immediately intervene with the employee or manager responsible for it.
- The manager must ensure that a detailed written report is provided to senior management.

Screening

Analyses may be required where the company has reasonable grounds to believe that the actions, appearance or behaviour of a person in the workplace or workplaces in which the business is present, or where of business activities for the company, indicate an anomaly in the use of drugs, alcohol or drugs. The decision to require testing on reasonable grounds rests with senior management. The employee being tested should not return to work until the results have been obtained and he / she has not been allowed to return to his / her position.

Any staff member working or traveling in an at-risk environment may be tested for alcohol, drugs or medication when involved in an accident or incident in that environment that has resulted in or may have occurred result in serious injury or property damage, and there are reasonable grounds to believe that the employee is under the influence of alcohol, drugs or medication.

Scope and consequences

An employee who is not fit to perform his duties due to his condition will be immediately returned home safely, Sirius first aid in remote areas reserving the right to confiscate keys, if necessary, and will not be allowed to start or to complete his shift. In such circumstances, the employee will not be paid for the duration of his absence.

Failure to comply with the rules of this policy, refusal to undergo a substantiated screening test or having a positive test result is subject to severe disciplinary action, up to and including termination of employment. If the person concerned is not an employee of Sirius First Aid in remote areas, it is liable to an immediate break in the contractual relationship between it and the company.

Complying with Legislation

Following an employee's participation in a social activity organized by Sirius First Aid in remote areas, the employee is responsible for not driving while impaired. No misconduct due to alcohol, drugs or medication will be tolerated.

At all times, this policy will be applied with care, impartiality and the utmost confidentiality, as circumstances permit.