



## HILLGROVE RESOURCES LIMITED

# FITNESS FOR WORK POLICY

**Our Vision — “Everyone returns home fit and well at the end of the day”**

The ability to work safely can be influenced by a worker’s level of fitness for work. Fitness for work can be adversely affected by the use of alcohol and/or drugs (illicit and prescription), fatigue and overall fitness.

**The objectives of this Policy are to provide and promote a safe working environment through the implementation of supporting procedures to;**

- Minimise the risks of persons presenting for work or conducting work while impaired,
- Enable both the company and employees to meet their duty of care obligations,
- Provide training and information to raise awareness of risks associated with fitness for work and communicate responsibilities to the workforce,
- Provide appropriate assistance to overcome problems that could impair fitness for work,
- Monitor compliance and enforcement of this Policy and its supporting procedures, including drug and alcohol testing,
- Maintain confidentiality surrounding fitness for work breaches, and
- Provide effective, fair and constructive procedures for the management of workers who are unfit for work.

Managers and supervisors have the responsibility to ensure the requirements of this policy and supporting procedures are implemented, and complied with.

All workers have the responsibility to ensure they present to work in a fit state to perform their duties safely, and comply with this policy and supporting procedures.



**Lachlan Wallace**

*Chief Executive Officer and Managing Director*

12 August 2019