



# Fitness for Work Policy

This Subsea & Pipelines Engineering Consultancy (SPEC) affirms the responsibilities, commitments and actions of the Company, its Directors, employees, contractors and associates in meeting the Company's standards relating to all personnel maintaining 'fit for work' status at all times when at work or representing the company.

## Our Commitment

This policy states that the possession, use, sale or supply of controlled substances including some prescription medicines will not be tolerated and the possession, use or supply of alcohol will be strictly regulated if permitted at all, and only in non-operational areas.

## Our Actions

The Directors, personnel and any third parties acting in the name of the Company undertake to:

1. Refrain from the use, possession or supply of controlled substances such as marijuana, opioids, hallucinogens, amphetamines and other illegal drugs at any time.
2. Refrain from the possession, use or supply of alcohol in any operational working environment at any time.
3. Refrain from the use or supply of alcohol in any working environment, except in social settings where it has been specifically sanctioned and regulated.
4. Never work or attempt to work while under the influence or residual influence of any drugs or alcohol.
5. Consent to drug and alcohol testing, whether regular or intermittent, and in specific situations.
6. Notify a Supervisor, Manager or Director when prescribed any medicines that may lead to a breach of the terms of this Policy.
7. Notify a Supervisor, Manager or Director when the behaviour or actions of co-workers including contractors and client personnel lead to the reasonable suspicion that they are in breach of this Policy.
8. Ensure that all record keeping is diligent, up-to-date, accurate and true.
9. Report any behaviour that may breach any part of this policy to the Supervisor, Manager or Director responsible for the conduct of this Policy.
10. Seek information or clarification in any instance where behaviour, prescription medicine application or alcohol use may be considered questionable or culpable in light of this policy.

**Matt Lancien**  
Principal Engineer & Company Director