

Substance Abuse Policy Statement

Silverstone Green Energy (the Company) intends to provide a safe work environment for our clients, employees and contracted personnel. With this goal in mind we have established the following policy for existing, future and contractor employees of Silverstone Green Energy.

The objective of this policy is to maintain and encourage a working environment free from the effects of drugs or alcohol. Whilst the Company has no intention of intruding into the private lives of its employees, or preventing them from taking any medication that they may need to stay safe and healthy, the Company does expect employees to report to work fully able to perform the duties of their job legally, safely and effectively.

This policy will also help ensure that we are able to discharge our general duties under;

- The Health and Safety at Work Act 1974
- Misuse of Drugs Act 1971
- Psychoactive Substances Act 2016 (including Temporary Banning Orders)
- UK Road Traffic Act

This policy also takes into account of all legislative and best practice requirements aimed at improving health and safety. This policy will be reviewed on an annual basis.

The Company explicitly prohibits:

1. The use, possession, solicitation for, or sale of illegal drugs, alcohol, or prescription medication without lawful authority on Company or customer premises or while acting in any capacity or on behalf of the Company.
2. Being under the influence of legal or illegal drugs (including TBO) or alcohol away from the Company or customer premises, if such impairment or influence adversely affects the employee's or contractor's work performance, the safety of the employee, contractor or of others, or puts at risk the Company's reputation.
3. Possession, use, solicitation for, or sale of legal or illegal drugs or alcohol away from the Company or customer premises, if such activity or involvement adversely affects the employee's or contractor's work performance, the safety of the employee, contractor or of others, or puts at risk the Company's reputation.
4. The presence of any detectable amount of prohibited substances in the employee's or contractor's system while at work, while on the premises of the Company or its customers, or while on Company business. "Prohibited substances" include illegal drugs (including all TBO), alcohol, or prescription drugs not taken in accordance with a prescription given to the employee or contractor.

Drug & Alcohol Testing

The Company reserves the right to conduct drug and/or alcohol testing under any of the following circumstances:

- a. Pre-Employment Screening: Applicants for contract positions may be required to sign a Drug and Alcohol Test Agreement and Waiver and submit to drug and alcohol testing as a condition of engagement. A final offer of contract for services will be contingent upon successful completion of this testing. Applicants who fail or refuse the pre-placement substance abuse screening will not be engaged.
- b. Random Testing: Employees may be selected at random for drug and/or alcohol testing at any interval determined by the Company.

c. For-Cause Testing: The Company may ask an employee or contractor to submit to a drug and/or alcohol test at any time it feels that the employee or contractor may be under the influence of drugs or alcohol, including, but not limited to, the following circumstances:

- i. Evidence of drugs or alcohol on or about the employee's or contractor's person or in the employee's or contractor's vicinity.
- ii. Unusual conduct on the employee's or contractor's part that suggests impairment or influence of drugs or alcohol, negative performance patterns, or excessive and unexplained absenteeism or tardiness.

d. Post-Accident Testing: Any employee or contractor involved in an 'on-the-job' accident or injury under circumstances that suggest possible use or influence of drugs or alcohol in the accident or injury event may be asked to submit to a drug and/or alcohol test. "Involved in an on-the-job accident or injury" means not only the one who was or could have been injured, but also any employee or contractor who potentially contributed to the accident or injury event in any way.

If an employee or contractor is tested for drugs or alcohol outside of the employment or service agreement context and the results indicate a violation of this policy, or if an employee or contractor refuses a request to submit to testing under this policy, the employee or contractor may be subject to appropriate disciplinary action, up to and including discharge from employment or cessation of service agreement.

For the avoidance of doubt

"Under the influence" - Observational evidence that the employee is likely to have been taking drugs or alcohol, based on their behaviour and other signs, for example, smelling of alcohol. Where employees are tested for the purpose of this Policy, "under the influence" is defined as:

A positive result showing the presence of drugs or alcohol for which there is no legitimate medical need for either their use or the quantity of their use.

Detectable amount - A person whose tests results for drugs exceeds the levels that indicate impairment established by the European Workplace Drug Testing Society (EWDTS) .

Under the Influence of Alcohol – A person whose tests results indicate a breath alcohol concentration (BrAC) in excess of 25mg/100ml.

Medication

Many medicines, obtained with or without a prescription, can affect performance at work, therefore, employees working on behalf of the Company must inform the pharmacist or doctor of their job before taking any medication.

All employees must inform their immediate manager if they need to take any medication, which may cause drowsiness, impair reflexes or reaction times.

Silverstone Green Energy will inform all employees that a substance abuse policy is in operation and that they are obligated to comply with its requirements.

This policy is fully supported by senior management and will be monitored and reviewed annually.

Signed:



William Silverstone (Managing Director)
September 2019