



## **Alcohol and Other Drugs Standard**

# **Standard for the Management Alcohol and Other Drugs**

**Abstract:** To inform the workers of Energy Queensland of their responsibilities regarding Alcohol and Other Drugs in the workplace.

**Keywords:** Alcohol, Drugs, Testing

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## 1 Overview

### 1.1 Purpose

To inform workers and contractors of their responsibility to present fit for work and not affected by Alcohol and/or Other Drugs. Energy Queensland will maintain a program of alcohol and other drugs testing on all sites.

### 1.2 Scope

This document applies to all employees of Energy Queensland and their subsidiaries (EQL). It is a condition of entry to EQL workplaces that all workers, contractors and visitors can be tested for alcohol and other drugs.

When workers and contractors are formally representing EQL at other workplaces, i.e. mine site refer to Section 10.1.

## 2 References

### 2.1 Energy Queensland Controlled Documents

Energy Queensland Union Collective Agreement 2020  
Energy Queensland Retail Union Collective Agreement 2020  
Incident Classification Table R025 - 691272  
Investigation and Discipline R034 - 691276

### 2.2 Other Sources

Australian Standard AS3547:1997 Breath alcohol testing devices for personal use  
Australian Standard AS/NZS 4760:2019 Procedure for specimen collection and the detection and quantification of drugs in oral fluid  
Work Health and Safety Regulation 2011  
Transport Operations (Road Use Management) Act 1995 Qld  
Corporations Act 2001 (Cth)  
Electrical Safety Regulation 2013  
Drugs Misuse Regulation 1987 (Qld)

## 3 Definitions, Acronyms, and Abbreviations

### 3.1 Definitions

For the purposes of this standard, the following definitions apply.

Term	Definition
Breath Alcohol Concentration (BrAC)	The unit used for the expression of blood alcohol concentration. It is expressed as a percentage of breath alcohol in 210 litres of expired breath.
BrAC Fail	A BrAC fail result is a reading of 0.05% or greater. Where a person is required to undertake high risk activities a BrAC fail result if the reading is greater than 0.00%.

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BrAC Pass	A BrAC pass result is a reading of less than 0.05%. Where a person is required to undertake high risk activities a BrAC pass result is a reading of 0.00%.
Confirmed Negative	A test result at or below the target concentration following confirmatory drug testing.
Confirmed Positive	A test result above the target concentration following confirmatory drug testing.
Confirmatory Testing	An analytical process that uses mass spectrometry to identify and quantify unequivocally a specific drug or metabolite.
Contractor	A person who carries out work under a contract for service with EQL, either as a worker of a company other than Energy Queensland or its related bodies corporate as defined in the Corporations Act 2001 (Cth).
Donor	A person who provides a saliva specimen to be assessed for the presence of drugs or a breath specimen for the presence of alcohol
Fit for Work	Fit for work is when a person is in a state (physical, mental and emotional) which enables them to perform assigned tasks competently and in a manner which does not threaten or compromise the safety or health of themselves or others.
High Risk Activities	Includes: <ul style="list-style-type: none"> <li>• Performing “electrical work on energised electrical equipment” as defined in <i>Electrical Safety Regulation 2013</i> and/or performing the role of Safety Observer.</li> <li>• Performing any “High Risk Construction Work” as defined in Section 291 of <i>Work Health and Safety Regulation 2011</i>.</li> <li>• Performing any activity where a “High Risk Work Licence” is required as defined by Schedule 3 of the <i>Work Health and Safety Regulation 2011</i>.</li> <li>• Operating high risk equipment that includes but is not limited to tensioning equipment, winches, cable recovery or chainsaws.</li> <li>• Performing the role of Switching Coordinator, Switching Operator, Switching Operator Assistant or Access / Test Permit Recipient.</li> <li>• Working in confined spaces as defined by the <i>Work Health and Safety Regulation 2011</i></li> <li>• Driving heavy rigid vehicles or other vehicles/vessels that require zero BrAC to operate.</li> <li>• On the job direct supervision of persons undertaking any of the above-mentioned tasks.</li> </ul>
Illegal or Illicit Drugs	Every substance or article which is a dangerous drug under or within the meaning of the Drugs Misuse Regulation 1987 (Qld).

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Laboratory	An independent NATA accredited place at which the analytical processes are conducted.
Medical Review Officer (MRO)	A licensed physician appointed by EQL who may be responsible for receiving and reviewing laboratory results generated by an employer's drug testing program and/or evaluating medical explanations for certain drug test results.
Negative Test Result	A result at or below the nominated or target concentration used for initial drug and/or alcohol testing.
Non-prescribed drug	Any drug legally obtained but not prescribed by a Medical Practitioner, including but not limited to over-the-counter medication.
Occupational Significance	A prescription medication that even when legally prescribed by a medical practitioner contains a drug which is illegal to have present in the system while driving a vehicle.
Prescription Drugs	Any drug legally prescribed by a Medical Practitioner
Referee Specimen	An additional specimen collected at the same time as the second specimen, which is sealed at the point of collection, transported to and securely stored at the confirmatory testing laboratory for analysis in the event of the disputed analysis (AS/NZS 4760:2019).
Relevant Drug	A legal term used in Queensland for the charge or offence of driving with a relevant drug in your saliva or blood. Queensland Police can charge a driver with this offence irrespective of whether the drug was legally prescribed or not and irrespective of whether the driver is impaired. In Queensland 'relevant drugs' include methylamphetamine and tetrahydrocannabinol (THC).
S8 Medical Prescription	A group of medications that the Commonwealth Government has classified and placed restrictions on prescription by Doctors and supply by Pharmacists. These drugs have the potential for abuse and diversion into the illegal drug market.
Second Specimen (Laboratory Confirmed)	A saliva specimen that is obtained by the Collector as soon as reasonably practicable from a person who has had an unconfirmed result to the on-site saliva drug-screening test. The second specimen will be used for confirmatory testing and split for a referee specimen.
Unconfirmed Result	A result that requires confirmatory testing of the specimen to unequivocally determine the presence or absence of a drug(s).
Visitor	A person seeking access to an EQL workplace who is not an employee and not a person who carries out work under contract for ELQ. For example, someone attending the workplace to attend meetings with EQL representatives.
Worker	Person having a valid contract of employment with EQL.
Zone Manager	A manager, supervisor or person in a position of authority who is appointed to undertake the role of on-site liaison with the testing service provider in order to implement the Drug and Alcohol Standard

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## 3.2 Acronyms and abbreviations

BrAC	Breath Alcohol Concentration
EAP	Employee Assistance Program
EQL	Energy Queensland Limited Group of companies
MRO	Medical Review Officer

## 4 Obligations

### 4.1 Responsibilities

#### 4.1.1 Executive General Managers, General Managers and Managers shall:

- Implement and monitor the application of this Standard at the workplace;
- Investigate and take appropriate actions where breaches of the Standard have occurred;
- Advise prospective workers that testing for alcohol and other drugs is undertaken;
- Assist Supervisors/Managers in applying this Standard. This includes facilitating access to counselling, rehabilitation and other assistance services when required; and
- Ensure privacy and confidentiality rights of workers are protected and maintained as per Section 6 of this Standard.

#### 4.1.2 Direct Supervisors shall:

- Implement and monitor the application of this Standard at the workplace;
- On receipt of a BrAC fail, unconfirmed drug result and/or confirmed drug result for a worker, place the wellbeing of the worker and their team at the forefront and apply the provisions within the standard; and
- Ensure the privacy and confidentiality rights of workers are protected and maintained as per Section 6 of this Standard.

#### 4.1.3 Health and Wellness shall:

- Develop and maintain an education pack for workers about the effects of alcohol and other drugs on health and wellbeing
- Provide support to managers and workers on all aspects of the standards;
- Document any confirmed positive results from testing for alcohol or other drugs confidentially;
- Provide regular de-identified reporting and monitor for trends;
- Report annually to workers on the number of tests undertaken, results and percentage of locations visited;
- Ensure Alcohol and Other Drugs education and information is contained within the worker induction; and
- Ensure privacy and confidentiality rights of workers are protected and maintained as per Section 6 of this Standard.

#### 4.1.4 Workers and Contractors shall:

- Be fit for work (at work, on call, driving a company vehicle or operating company plant or equipment) and not be adversely affected by alcohol or other drugs;
- Notify their Supervisor (or host if Visitor), for supportive action, if:

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- they are taking any prescribed and/or non-prescribed medication that could affect their fitness for work;
- their work performance is likely to be affected by alcohol or other drug use; or
- there is any risk to themselves or others due to the effects of alcohol or other drugs.  
(Note: Supportive action is, but not limited to, provision of suitable alternative duties.)
- Not perform any duties that involve driving of any vehicles or operating heavy machinery whilst having a detectable 'relevant drug' in their system. This includes legally prescribed medicinal cannabis products that contain delta-9-tetrahydrocannabinol (THC);
- Encourage other workers to comply with this Standard;
- Participate in testing as required;
- Notify their Supervisor or other responsible person immediately if they suspect others in the workplace are behaving in a way that suggests they may be impaired by alcohol and/or other drugs; and
- Not consume alcohol at an EQL workplace except with Chief Executive or delegated approval.

## 4.1.5 Visitors shall:

- Not be adversely affected by alcohol or other drugs when attending an EQL site; and
- Comply with any reasonable direction to protect health and safety of all persons, whilst on an Energy Queensland site.

All visitors will be asked to participate in random testing whilst on an Energy Queensland site. Should the Visitor choose not to participate in random testing, they must leave the premises immediately and may only return no sooner than 24 hours later. This option may be chosen by the Visitor without adverse consequences.

## 4.1.6 Testing Providers and Collectors

Testing Provider and Collectors are responsible for:

- Complying with the methods of testing – AS/NZS 4760:2019 and AS3547.1997
- Implementing this Standard for the collection and testing of specimens taken for alcohol and other drugs;
- Provision of reports on the number and locations of tests conducted;
- Acting respectfully and professionally; and
- Ensuring privacy and confidentiality rights of workers are protected and maintained as per Section 6 of this Standard.

## 4.1.7 Zone Manager (or suitable delegate) shall:

- Assist in the coordination of on-site testing;
- Induct the tester(s) onto site;
- Organise a private meeting room(s) for the testing to occur;
- Be available as a point of contact for the tester and workers;
- In the event of an unconfirmed drug test or BrAC fail contact the worker's direct supervisor;
- Assist the worker to a safe location to await contact with their supervisor; and
- Ensure privacy and confidentiality rights of workers are protected and maintained as per Section 6 of this Standard.

## 5 Counselling and Support

### 5.1 Employee Assistance Program (EAP)

EQL provides a confidential Employee Assistance Program (EAP) through external service providers. These counselling services are available to all workers and their immediate family members without cost for up to five sessions per annum. Further information can be found on the intranet.

### 5.2 Worker Support

EQL recognises that some workers may require support for alcohol or drug related issues. If a worker believes they require assistance, or where a direct supervisor considers an individual may require assistance, that worker will be encouraged to obtain support through:

- EAP Counsellors;
- Mates in Energy;
- Community Health Services;
- Support groups or other specialist services;
- A doctor;
- The Health and Wellness team; and / or
- Union representation.

Any worker who participates in a treatment or rehabilitation program to manage an alcohol and/or other drug related issue will be granted appropriate paid leave as required in accordance with the appropriate Union Collective Agreement.

### 5.3 Rehabilitation / Support

Energy Queensland and its subsidiaries will, where business requirements allow, offer an appropriate rehabilitation program in accordance with Injury Management and Rehabilitation processes.

## 6 Privacy and Confidentiality

The use of information gained as a result of an alcohol or other drug test will be strictly limited to purposes consistent with this Standard. The Australian Privacy Principles will apply.

Throughout the drug testing process, confidentiality is essential. The testing provider will be the only entity able to match a specific saliva sample with a specific person.

Subject to the operational reporting requirements, EQL will ensure that worker, contractor and visitor information is kept confidential and secure. All documentation and requests for disclosure will be handled according to relevant legislation. Information will only be used for the purpose of determining fitness for work, assignment of appropriate duties or rehabilitation processes.

EQL will only release information to a third party as required by law and with the written permission of the relevant Executive General Manager after the individual concerned has been advised. Records of test results will not be passed on to any future employer.

Visitor samples will only be used to determine whether they are able to remain on site for the purpose of their visit and then the sample will be destroyed.

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The records of the test results of Contractors will be kept secure and not passed on to any person other than their Employer's nominated representative.

EQL will take all reasonable steps to respect the privacy and confidentiality of individuals participating in testing. Concerns about privacy and confidentiality should be reported to their Supervisor/Manager, the Privacy Officer, other responsible person or Union Delegate. Breaches of confidentiality are considered a serious matter and will be treated in accordance with the Discipline Policy/Guideline.

Where relevant to an accident or incident investigation, the records will only be referenced in the investigation, and flagged with the appropriate cross-referencing. These records will be kept in accordance with Regulatory and Australian Standard requirements.

## 7 Education and Awareness

All workers are provided with an education and awareness program on alcohol and other drugs issues in the workplace and their responsibilities under this Standard.

## 8 Identification of Persons affected by Alcohol and or Other Drugs

Identification of persons who may be affected by alcohol and/or other drugs can occur as a result of:

- Voluntary disclosure by the person affected;
- Direct observation of the affected person's behaviour, consistent with Annex A; and subsequent on suspicion testing;
- The person is found consuming alcohol and/or using other drugs at work;
- Following a workplace incident and subsequent post incident testing; or
- The alcohol and other drugs testing program.

## 9 Prescription Drugs and Non-Prescribed Drugs

EQL recognises some workers, contractors or visitors take prescribed drugs and/or non-prescribed drugs (e.g. over-the-counter medication) that may at times affect their fitness for duty.

Individuals using these medications should:

- Advise their Medical Practitioner or Pharmacist of the type of work they do at the time of obtaining the prescription or medication and obtain relevant information about the possible side effects;
- If affected, advise their Supervisor/Manager or other responsible person that they are taking medications and there may be possible side effects;
- Take the medications only as prescribed or instructed;
- Take note of warnings or instructions on packaging; and
- If taking prescribed medicinal cannabis containing THC, not drive a vehicle or operate heavy machinery whilst having a detectable level of THC in their system. This is due to legal requirements associated with driving with a relevant drug detectable which apply irrespective of fitness for duty, impairment or whether the medication was obtained legally.

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Workers, contractors and visitors are provided with the option to confidentially disclose prescribed and over the counter medication to the collector if they return an unconfirmed result to initial drug testing. There is no requirement to disclose medication prior to providing a saliva sample.

The medical declaration will only be used by the laboratory to determine whether the stated medication is consistent with the level of drug(s) detected in the laboratory result. Workers, contractors and visitors are not required to disclose medications if they do not wish to, however this information will be required for the laboratory to determine if an unconfirmed result is related to medication. In the absence of this information the laboratory would be unable to provide advice on non-illicit substances and the result will be treated as a confirmed positive as per this Standard.

EQL will not be informed of any details that relate to a worker's medication.

## 10 Testing for Alcohol and Other Drugs

Workers, contractors and visitors may be required to participate in:

- random testing;
- post Incident testing;
- on-suspicion testing;
- return to work testing; and
- fitness for work testing.

The person being tested will require photo identification. The preferred photo identification is the employee ID card and for a contractor or visitor, their driver's licence.

Testing will be conducted by a suitably trained, qualified collector who is authorised by EQL. The collectors are to follow a breath alcohol or saliva drug screening collection protocol in accordance with AS3547:1997 and AS/NZS 4760:2019.

Any worker, contractor or visitor who is requested to undergo testing and refuses will not be allowed to continue work and will be treated in the same manner as having returned a confirmed positive test result.

### 10.1 Sites not controlled by Energy Queensland

In the event where EQL workers are on sites not controlled by EQL, the following shall apply:

Energy Queensland's drug and alcohol Standard will apply when:

- the alternative site does not have a drug and alcohol policy; or
- the alternative site does have a drug and alcohol policy and business rules in place, but they are deemed to be less stringent than EQL's drug and alcohol policy.

The alternative site's drug and alcohol policy will apply when:

- the alternative site does have a drug and alcohol policy in place, and they are deemed to be more stringent than EQL's drug and alcohol Standard.

An agreement (e.g. connection agreement) may be made between EQL and a third party clarifying the conditions of entry including the drug and alcohol policy to be complied with. The conditions must not be less stringent than EQL's Alcohol and Other Drugs Standard. The applicable Alcohol

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and Other Drug testing regime (including the conditions of any agreement) will be communicated to EQL workers prior to travel to any work site not controlled by Energy Queensland.

Workers should liaise with their Supervisor should they not be willing to comply with the type / frequency of testing in place at a site not controlled by EQL. Such refusal does not on its own constitute grounds for reasonable suspicion testing. Reasonable suspicion testing will only occur in accordance with Section 10.6.

## 10.2 Testing Criteria

Persons being tested for drugs and/or alcohol are to complete an approved Consent / Chain of Custody Form. Refusal to complete this form will be treated as a confirmed positive result.

A Consent / Chain of Custody Form will respect the individual's confidentiality. It is noted that the medication declaration is optional not compulsory. Individuals are not required to disclose medications if they do not wish to.

The testing service provider will communicate initial on-site results to the Zone Manager or Direct Supervisor and Occupational Health using the following terminology:

- Breath Alcohol Results
  - Pass
  - Fail
- Drug Test Results
  - Negative
  - Unconfirmed (non-negative) result to opiates (including Oxycodone)
    - consistent with declared medication;
    - inconsistent with declared medication;
    - no declared medication.
  - Unconfirmed (non-negative) result to drug class other than opiates
    - consistent with declared medication;
    - inconsistent with declared medication;
    - no declared medication.
  - Unconfirmed (non-negative) result to drug class of occupational significance
    - consistent with declared medication;
    - inconsistent with declared medication;
    - no declared medication.

The testing service provider will communicate confirmatory testing results to Occupational Health, using the following terminology only:

- Confirmed Negative
- Confirmed Negative - result consistent with declared medication.
- Confirmed Negative – result consistent with declared medication of occupational significance.
- Confirmed Positive - result consistent with an illicit substance.

Any saliva specimen taken as part of this procedure will be for the sole purpose of drug testing and will not be used for any other purpose e.g. DNA profiling. Specimens that require testing away from the workplace are subject to strict chain of custody protocols under the control of a laboratory operating in accordance with AS/NZS 4760:2019.

## 10.3 Providing a Valid Sample

A person who is unable to produce a valid saliva sample during the initial drug screening process who identifies that they have a medical condition will be treated as returning an unconfirmed result until they are able to provide a medical certificate indicating that the person suffers from a medical condition that prevents them from producing saliva – such as Dry Mouth Syndrome.

The person will be provided with the option to speak with the Medical Review Officer (MRO) who will have a confidential discussion with the worker about the nature of their medical condition and their current fitness for work. The MRO will then provide advice to the Occupational Health Manager on the worker's fitness for work. The outcome of this discussion will determine if the worker can remain at work or is to be removed from the workplace.

The worker will be allowed time during normal rostered hours to acquire a medical certificate within a reasonable timeframe of being tested. Once a medical certificate has been provided to the testing provider or workers supervisor, EQL shall reimburse any associated costs to the worker.

The result will be recorded as unconfirmed and removed from any record once the medical certificate is produced. Persons who are unable to produce a medical certificate in a reasonable timeframe will be treated as returning a confirmed positive drug test.

## 10.4 Random Testing

Random on-site testing is to take place on any Monday through Friday that is not a gazetted public holiday. Testing is only to take place during the worker's shift. Actual times and dates for testing will be generated by the testing provider without any pre-warning to Employees, Contractors or Visitors.

Random selection and testing will not commence in a manner that interrupts a paid union meeting. If a paid union meeting has commenced prior to testing it will be allowed to continue and random selection of participants will not occur until the meeting is finished.

All EQL work locations have been divided into geographically or functionally segregated zones to ensure minimal disruption and completion of testing in a timely manner.

The details of each zone including where they are located; the average number of persons typically residing in the zone and the Zone Manager responsible for the zone are published on the EQL intranet.

Every worker and contractor who is present in the zone on the day and time of testing will be required to participate in the marble selection process. The relevant Zone Manager in consultation with the relevant supervisor also has the discretion to call workers who are out on site back to the depot / office to participate in marble selection.

Visitors may opt out of the process, however if they do so they will be required to leave site as per Section 4.1.5

The collector will attend the zone and be escorted by the Zone Manager or suitable delegate. They will use the two-marble selection process to determine who is required to undergo testing on the day. The collector will present each person with an opaque bag that contains two marbles; one coloured marble and one white marble. Selection of the coloured marble will indicate that testing is required. Selection of the white marble will indicate that testing is not required. Each person will

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have a 50% chance of being tested on the day. If a worker is required to be tested and knows they have to leave the site, they will liaise with the collector to arrange a suitable time.

(Note - Where a worker states they are unable to attend for testing due to operational requirements (e.g. outage conditions) this would need to be verified and approved through their supervisor.)

Workers, contractors or visitors who select the coloured marble will provide the collector with both a valid breath sample for breath alcohol analysis AND a valid sample for oral fluid screening (two tests).

A copy of the results will be available for the worker, contractor or visitor.

The maximum number of times a worker would be required to perform a random test, excluding return to work, fitness for work tests, post incident tests and reasonable suspicion tests, is six (6) per calendar year. Each 'combined test' constitutes two individual tests, one for Alcohol, one for Drugs, therefore each random 'combined test' shall be counted as two random tests. There is no limit on the number of times a worker may be required to attend the collector to participate in the marble selection process.

Confirmation of the number of times a worker has been tested may be verified by the testing service provider's head office.

In the situation where a worker has declared the maximum number of tests, and this cannot be verified by either the worker or the service provider; i.e. the service provider's records indicate that the person has NOT performed six (6) tests and the worker cannot produce six (6) copies of their results; the worker will be required to complete testing prior to the start of their next shift.

## 10.5 Post Incident Testing

Post incident drug and/or alcohol testing as soon as practicable by the testing service provider should be considered for individuals involved in the following types of incidents:

- All Class 1 incidents as defined in Incident Classification Table R025 - 691272;
- Injury or illness requiring admission to hospital;
- Motor vehicle incident renders the vehicle inoperable;
- Electrical shock from HV electrical energy;
- HV switching operator error resulting in unanticipated energisation.

Responsible Managers should consider the nature of the work being performed at the time of the incident when selecting individuals to be tested. Refer to Alcohol & Other Drugs - Post Incident Testing Q007 - 690483 for further instruction.

Any testing, if undertaken, will form part of HSE and Asset Incident Management Framework R073 - 690160. The safety and welfare of persons involved in an incident is paramount. Testing should only be conducted once the area is safe, and the worker/s welfare has been attended to. Testing should be arranged to occur within three (3) hours of the incident occurring where possible. The final decision on whether testing will proceed or not (in line with the above incident criteria) is with the Incident Owner.

## 10.6 Reasonable Suspicion Testing

If a Supervisor/Manager or other responsible person has a reasonable suspicion (see Annex A) that an individual may be impaired by alcohol and/or other drugs, they shall initiate testing by a

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Collector as outlined in this Standard. The Supervisor/Manager will ensure at the time of the testing that the individual is made aware of the applicable clauses within this AOD Standard, the reason for the testing being initiated and afford the individual the opportunity to seek Union representation.

If another workers, contractor or visitor suspects an individual is impaired by alcohol and/or other drugs, they should advise the relevant Supervisor/Manager or other responsible person (e.g. or HSE Business Partner).

In the event that it is not possible or practical for the individual in question to undertake testing, the Supervisor/Manager or responsible person will direct them not to perform any further work. The individual will remain in an area where they present no safety risk to themselves or others. Alternatively, arrangements will be made for their safe transport home or suitable place of rest, including relocation of vehicle and/or return to site later.

If a person is removed from duties and the collector is not available, the person will not be disadvantaged, overall or financially. In the event of overtime the worker will receive a minimum payment applicable under the Union Collective Agreements or the overtime worked, whichever is the greater.

Similarly, if the worker is working overtime and is subsequently tested on site and returns a BrAC fail result and / or an initial unconfirmed result and is removed from further duties, the worker will receive payment for all the time actually worked. Where the worker returns a confirmed negative reading from the confirmatory test the worker will receive a minimum payment applicable under the Union Collective Agreement or the overtime worked, whichever is the greater.

Misuse of reasonable suspicion testing will be treated as harassment and managed in accordance with Energy Queensland's Prevention of Bullying and Harassment Policy.

## 10.7 Voluntary Self Testing

Self-test alcohol and drug kits are available at EQL sites to allow personnel to voluntarily self-test their breath content (BrAC) for alcohol and saliva for drugs. It should be noted that the workplace supplied drug self-test kits are verified to perform at the same AS/NZS 4760 target drug class cut off limits (e.g. 15ng/ml THC) as the workplace testing program. They should not be relied on to verify the driving law requirement of no detectable relevant drug in the system.

A worker, who obtains a BrAC positive result or an unconfirmed result for other drugs in a voluntary self-test, should not commence or continue work.

The worker should contact their Supervisor/Manager or other responsible person, if they require assistance with transport home or access to support and/or counselling services.

A worker who cannot attend work because they are unfit for duty shall apply for appropriate leave (e.g. personal leave) in accordance with the relevant leave policies.

Self-testing kits are not to be used as an alternative to performing a test through the testing service provider. Results obtained from a self-test cannot be compared to results obtained from the testing device used by the testing service provider.

Results of a person's voluntary self-test will not be recorded and will not be used in any performance management process. Workers are not required to divulge the result of any self-tests.

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## 10.8 Pre-Employment Testing

Alcohol and other drug screening for pre-employment medical purposes will be undertaken in a manner consistent with this standard.

## 10.9 Return to Work Testing

Return to work testing will be undertaken in the following circumstances:

- BrAC Fail Test – Following a failed breath alcohol test a return-to-work test will be undertaken at the beginning of the individual's next rostered appearance. The individual will need to return a pass result before recommencing work.
- Unconfirmed Drug Test – Following an unconfirmed drug test a return-to-work test will be undertaken greater than 24 hours after the initial test. The individual will need to return a negative test result before recommencing work. Where the individual is taking medication and is required to continue the medication for health reasons, a return-to-work test is not appropriate. The individual should remain off site until the laboratory results have been received except in the case where the onsite result is consistent with the medication and the person is determined to be fit to continue work pending the laboratory result per Section 12.2.3
- Confirmed Positive Drug Test – Where an individual has remained off site following an initial unconfirmed drug test and the laboratory returns a confirmed positive result, the worker will be required to return a negative test result before recommencing work.

## 10.10 Fitness for Work Testing

Where a worker has returned a BrAC fail and/or a confirmed positive drug result, additional fitness for work testing will be required. The number, frequency and duration of additional testing will be documented in the worker's Fitness for Work Plan as per Section 15 and will be managed in accordance with the Energy Queensland Investigation and Discipline R034 - 691276.

# 11 Testing Instruments and Readings

## 11.1 Alcohol

Breath Alcohol Concentration (BrAC) testing will be conducted using a breathalyser that meets AS3547:1997. Equipment used for BrAC testing must be calibrated in accordance with AS3547:1997. The Service Provider will display proof of calibration for the equipment being used if requested.

An initial BrAC fail test will require a second test 30 minutes afterwards to confirm BrAC. The second reading will be the official BrAC level recorded and will be treated as a confirmatory test.

Only the words 'PASS' or 'FAIL' will be advised by the collector during the testing process. EQL will not be advised of the actual reading obtained during Breath Alcohol Concentration testing. Note: The second reading may not necessarily show a lower reading as the individual may still be in the absorptive phase with the breath alcohol concentration rising.

## 11.2 Other Drugs

On-site initial drug testing will be conducted through the collection and analysis of a saliva specimen using a saliva testing device that meets AS/NZS 4760:2019. The Service Provider will display proof of calibration for the equipment being used if requested.

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An unconfirmed result will require a laboratory confirmation test. Testing will only include screening for the following classes of drugs:

- Amphetamines;
- Methamphetamines;
- Opiates (including Oxycodone)
- Cannabinoids (THC); and
- Cocaine.

All collection and transportation procedures will be in accordance with AS/NZS 4760:2019.

If an individual returns an unconfirmed positive to the initial on-site saliva drug test, the Collector will obtain a second specimen. The second specimen is divided into two samples within the collection device, one is used for confirmatory testing and the second is used as a referee sample.

These samples will be secured, appropriately packaged and dispatched to the Testing Provider's laboratory in accordance with AS/NZS 4760:2019.

## 12 Testing Results

### 12.1 Test Results – Alcohol Testing

Where a worker, contractor or visitor returns a BrAC result of greater than 0.00% but less than 0.05% they will be asked by the testing service provider if they are involved in high-risk activities (as per the definition in Section 3.1).

#### 12.1.1 Pass Result – Alcohol Testing

When an individual returns an alcohol breath test less than 0.05% the following applies:

- All Individuals who return a BrAC reading of 0.00% will have a Pass result and shall commence or return to normal duties.
- Workers, contractors and visitors not involved in high-risk activities who return a BrAC reading of greater than 0.00% but less than 0.05% will be deemed to have a pass result.

#### 12.1.2 Fail Result – Alcohol Testing (including refusal to undergo a test or leaving site)

An individual will be treated as having a fail test result when they:

- Return a BrAC reading above 0.00% when required to undertake high risk activities; or
- Return a BrAC reading of 0.05% or greater regardless of their scheduled activities for the shift; or
- Refuse to undergo a BrAC test; or
- Leave the workplace to avoid testing.

The individual will be deemed unfit for duty. In consideration of the welfare of the individual and the public in general, EQL will provide its workers:

- Transport home, or alternatively to a suitable place of recovery.
- Where a worker's vehicle is located at the workplace, EQL will offer to transport the vehicle or provide return transport to the site later.
- Will check on the workers wellbeing and provide additional assistance through EAP.

# Standard for Management of Alcohol and other Drugs



The worker will then be managed as per Section 13 of this Standard and will be required to participate in return-to-work testing no less than 24 hours after the initial test.

When a Contractor returns a BrAC fail test result, the Contractor's site representative and/or the Contractor's Employer shall be informed as soon as possible, and a subsequent written report be sent to the Contractor's designated Manager. The relevant EQL representative will liaise with the individual's Employer regarding transport home.

In the case of a Visitor, if their breath result is 0.05% or greater their site access will be removed for 24 hours and EQL will offer to make safe travel arrangements at the Visitor's expense.

## 12.2 Test Results – Drug Testing

### 12.2.1 Negative Result – On-site Test

Individuals who return a negative result to the on-site saliva drug screening test shall:

- Commence or return to normal duties; or
- If a Visitor, be admitted to, or remain at the workplace.

### 12.2.2 Unconfirmed Result – On-site Test

If an individual returns an unconfirmed result to an on-site initial saliva drug test, they will be required to provide a second specimen to confirm the result.

The collector will obtain the second specimen as soon as practicable after identifying an unconfirmed in the initial on-site saliva drug test. The collector in accordance with AS/NZS 4760:2019 will take a referee specimen which may be obtained by splitting a single second specimen or by taking a third specimen.

A Chain-Of-Custody Form is to be completed by the collector and the individual for all confirmatory and referee specimens that are dispatched by the collector.

The confirmatory and referee specimens will be dispatched to the testing service provider's laboratory for analysis in accordance with AS/NZS 4760:2019. The collector shall ensure the confirmatory specimen is suitable for all required laboratory testing to be performed, including the provision of a separate referee specimen. The referee specimen is to be tested in the event of additional laboratory analysis being required or requested by the individual under the appeals process.

The referee specimen will be stored in accordance with AS/NZS 4760:2019, at the testing provider's laboratory and shall remain the property of the donor until the expiry of the appeal period or a lodged appeal has been settled. Following expiration of the appeal period, the referee specimen will be destroyed in accordance with the testing service provider's operation manual and without reference to the individual or EQL.

An individual who returns an unconfirmed result may have their access or attendance at an Energy Queensland site refused.

In consideration of the welfare of the individual and the public in general, EQL will provide its workers:

- Transport home, or alternatively a suitable place of rest.
- Where an EQL worker's vehicle is located at the workplace EQL will offer to transport the vehicle or provide return transport to site later.

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- Will check on the worker's wellbeing and then provide additional assistance through EAP.

For Contractors, the relevant EQL representative will liaise with the individual's Employer regarding transport home.

For a Visitor who returns an unconfirmed result their access to site will be removed and Energy Queensland will offer to make safe travel arrangements at the Visitor's expense.

Any employee who returns an unconfirmed result to an initial on-site test will be required to undergo a return-to-work test greater than 24 hours after the initial test. If the result of this test is negative, the employee will be permitted to resume normal duties.

## 12.2.3 Unconfirmed Result - Medication

Where a worker declares to the collector prior to initial testing that they are currently taking medication for a medical condition they will still be required to undertake an initial on-site saliva test.

If the initial result is unconfirmed the collector will obtain a sample for laboratory analysis.

If the initial result is unconfirmed, medication is declared and the testing provider uses cross reactivity charts, they may provide advice to the worker and supervisor on the consistency of the result with the declared medication in accordance with the descriptions set out in Section 10.2. The supervisor will use this information to determine whether the worker can continue work. Where cross reactivity charts are not used, the supervisor is not comfortable, the medication declared is of occupational significance or there are unexplained inconsistencies, the worker will be provided with the option to speak with a qualified Medical Review Officer (MRO).

The MRO will have a confidential discussion with the worker about the nature of the unconfirmed result, their use of medication, their current fitness for work, and any relevant legal obligations the worker has with regards to driving or operating machinery. The MRO will then provide advice to Occupational Health regarding the worker's fitness for work. The outcome of this discussion will determine if the worker can remain at work pending the laboratory confirmed result, or is to be removed from the workplace.

Where the declared medication contains tetrahydrocannabinol (THC) and is therefore of occupational significance, the worker will be advised by the MRO that they cannot lawfully drive a vehicle including heavy vehicles. The MRO will provide advice to Occupational Health that suitable work options that do not include driving a vehicle should be implemented pending the laboratory confirmed result.

For medications of occupational significance, if the worker conducts any duties that involve driving vehicles or operating machinery, and chooses not to speak confidentially to the MRO, they will be advised that they can remain at work on temporary work options that must not include any driving, pending the laboratory confirmed result.

Where the testing provider cannot determine the consistency, the supervisor has a concern about fitness for work or the MRO cannot be contacted in a timely manner then the following process will take place:

- Transport home, or alternatively a suitable place of rest.
- Where an EQL worker's vehicle is located at the workplace EQL will offer to transport the vehicle or provide return transport to site later.

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- Will check on the workers wellbeing and provide additional assistance through EAP.

## 12.2.4 Confirmed Positive Results – Drug Test

A confirmed positive result for a target drug class is one that is at or above the target concentration in Table 3 AS/NZS 4760:2019. The result will be provided by the testing service provider within three days of receipt at the laboratory. The result will be advised to Occupational Health who will in turn advise the supervisor that a result is consistent with an illicit substance. The supervisor will then inform the worker of the result and the subsequent actions that will occur.

If the confirmatory test returns a result consistent with non-illicit substance/medication it will be deemed as a Confirmed Negative result and no further action will be taken.

If the confirmatory test returns a result with an illicit substance it will be deemed as a Confirmed Positive result and the worker will be managed in accordance with Section 13 of this Standard.

## 12.2.5 Medicinal Cannabis

Medicinal cannabis is a legal form of cannabis product prescribed by an approved doctor and dispensed by an approved pharmacist. In Queensland it is an offence to drive with THC in your system, even if it's prescribed by a doctor. The prescribing doctor should have the patient acknowledge that they cannot lawfully drive a motor vehicle or operate heavy machinery in Queensland if the medicinal cannabis contains tetrahydrocannabinol (THC). Energy Queensland is unable to accommodate duties that could include unlawful driving of vehicles. Workers taking THC-containing medicinal cannabis products who present with a detectable amount of THC will need to be provided with alternative suitable duties.

Further to Section 9 Prescription Drugs and Section 12.2.3 Unconfirmed Result – Medication, if a worker declares 'medicinal cannabis' medication upon an initial onsite unconfirmed result for THC, the testing provider will report this onsite result as an 'unconfirmed result to a drug class of occupational significance, consistent with declared medication'. As it is illegal to drive a vehicle with detectable THC, any duties undertaken by the worker while the confirmed result is pending laboratory confirmation must not include driving a vehicle or operating machinery.

The worker will be provided with the option to speak confidentially with a qualified Medical Review Officer (MRO). Where the declared medication contains THC, the worker will be advised that they cannot lawfully drive a vehicle or operate heavy machinery. The MRO will provide advice to Occupational Health that suitable work options (temporary alternate duties that must not include driving a vehicle) should be implemented pending the laboratory confirmed result. If the worker conducts any duties that involve driving vehicles or operating machinery, and chooses not to speak confidentially to the MRO, they will be advised that they can remain at work on temporary work options that must not include any driving, pending the laboratory confirmed result.

If a worker declares 'medicinal cannabis' medication that is then confirmed in the laboratory analysis, they will be required to provide proof within a reasonable timeframe that they hold a legitimate medical prescription for an approved medicinal cannabis product. The prescription must have been valid at the time that the testing took place.

The worker must also hold (or be willing to obtain) appropriate medical information from the prescribing doctor indicating their fitness for work and specifying restrictions e.g. driving, operating machinery, switching or other high-risk activities. Any restrictions and advice from the prescribing doctor must be discussed with the worker's Leader. Alternate low risk work options must be implemented following the initial onsite result until the above requirements are met.

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Duties that include driving vehicles or operating heavy machinery will remain restricted while the worker is taking medication that contains THC unless they are able to provide satisfactory information from their prescribing practitioner that taking the medication will not result in a detectable relevant drug (THC) or result in impairment during any shift where they may be required to perform driving or heavy vehicle operating tasks.

Where a Worker does not hold appropriate medical information specifying any relevant restrictions then Workers and/or Supervisors may seek advice / support from Injury Management in determining temporary or long term suitable alternate tasks. Injury Management may also provide support to workers by confidentially supporting communication with prescribing/treating practitioners regarding any relevant recommendations, accommodations and restrictions.

If the worker fails to provide proof of a valid medical prescription the laboratory confirmed result will be reported as a positive for an illicit substance (THC) and will be dealt with in accordance with the procedure for confirmed positive results (Section 13). A return-to-work test will be required in this instance.

## 12.2.6 Appeal of Confirmed Positive Result

If a person disputes a confirmed positive result, the person shall have a period of 14 days to appeal following receipt of written notification of the result.

A written notice of appeal must indicate whether the person wishes to request that the Testing Provider or a different forensic standard testing provider test the referee specimen.

A worker will not be disadvantaged until the final outcome of the appeal process is reached. If the referee specimen has been deemed invalid, then the confirmatory result will be deemed invalid and treated as a negative result.

Failure by the worker or their representative to lodge an appeal within the 14-day appeal period is considered to be the equivalent of no appeal being lodged.

The referee specimen shall be analysed in accordance with the relevant current Australian Standard or AS/NZS 4760:2019.

Energy Queensland will meet any costs of testing in the first instance for the worker on the first occasion in any 12-month period regardless of the outcome. If previously contested result was confirmed positive, costs associated with any subsequent appeals within the 12-month period will be paid by the worker where the original confirmed positive result is upheld.

A positive confirmatory test of the referee specimen will be treated in accordance with procedures for confirmed positive results (Section 13).

A negative or invalid confirmatory test result for the referee specimen will be treated in accordance with procedures for confirmed negative result (Section 12.2.9).

## 12.2.7 Refused Test and / or Intentional Leaving of the Test Site at the time of Testing

Individuals who refuse to undergo drug testing stated in this Standard (random, post incident, on suspicion or fitness for work) shall be treated as having returned a confirmed positive test result and the process for confirmed positive results will apply. EQL will ensure that individuals fully understand the consequences of refusing to undertake a test and will be provided with appropriate advice.

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A person, who after being notified of their requirement to be tested, that intentionally leaves the Energy Queensland workplace, will be treated as having returned a confirmed positive test result.

Refusal to sign the consent form means unable to proceed in accordance with the relevant Australian Standards and Privacy legislation and constitutes as a refused test.

Contractors who refuse testing or intentionally avoid testing may have their access to an EQL workplace refused permanently.

Where a worker states they are unable to attend for drug or alcohol testing due to operational requirements (e.g. outage conditions) this would need to be verified and approved through their direct supervisor or above as appropriate.

## 12.2.8 Tampering

Upon direction a worker will proceed directly to the tester. A worker who provides a substituted specimen or interferes with a saliva specimen in an attempt to prevent detection of a drug will be treated as having returned a confirmed positive test result and the process for confirmed positive results will apply. The person will be subject to disciplinary action as per EQL policy.

A Contractor or Visitor who attempts to substitute or tamper with a sample shall be removed from the workplace and may have their access to an Energy Queensland workplace refused permanently.

The donor and collector shall witness at all times the collection until labelling and sealing of the specimen(s) is complete.

The collector shall adopt an accepted process to ensure the risk of interference and/or intentional manipulation of collected saliva specimen(s) is minimised.

If the testing laboratory confirms the presence of an interfered or manipulated substance within the specimen, the specimen will be classified as invalid for further testing, will be treated as having returned a confirmed positive test result and the process for confirmed positive results of this Standard will apply / and the collector can request a separate sample for which refusal to submit that sample would be treated in accordance with Section 12.2.6 of this Standard.

## 12.2.9 Tests Confirming the Presence of Morphine

If the laboratory analysis confirms the presence of Morphine (in the absence of 6-acetylmorphine – i.e. indicator of Heroin) the person shall be required to provide proof within a reasonable timeframe that they hold a legitimate S8 medical prescription for the drug(s) in question.

Appropriate medical information stating the person is fit for duty must be held. The worker may be referred to the Injury Management Team for support with managing their fitness for duty through an Energy Queensland Suitable Duties Plan, which clearly specifies the duties they are fit to perform.

If the person fails to provide proof of an S8 Medical Prescription or the worker is not currently receiving support from the Injury Management Team, the specimen will be considered positive and will be dealt with in accordance with the procedure for confirmed positive results (Section 13).

## 12.2.10 Confirmed Negative Result

Where a person obtains a confirmed negative result (false positive or drug detected below the target concentration of Table 3 AS/NZS 4760:2019) the following steps will apply:

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## **Worker**

If the laboratory analysis of the confirmatory saliva specimen returns a confirmed negative result, no notes or documentation will be placed on the worker's personnel file, and no deduction of leave or pay will occur. The worker will not be disadvantaged.

## **Contractor**

If the laboratory analysis of the confirmatory saliva specimen returns a confirmed negative result, a copy of the report shall be sent to the Contractor concerned, Energy Queensland and the Contractor's Employer or the Employer's representative on-site.

## **Visitor**

If the laboratory analysis of the confirmatory saliva specimen returns a negative result, the Visitor will be advised accordingly and will be permitted to access Energy Queensland sites in accordance with usual practice.

## **13 Management of Persons with a Confirmed Positive Result or Breach of Standard**

### **13.1 Worker - BrAC Fail (alcohol) Result or Confirmed Positive (drugs) or Breach of this Standard**

Workers having an Alcohol (BrAC) fail or Confirmed Positive result (Drugs) will be managed in accordance with the Energy Queensland Investigation and Discipline R034 – 691276. Workers may bring a support person (e.g. union representative) to any meetings in relation to this matter.

Workers who have a BrAC fail or confirmed positive test (Drugs) result and where there are no issues of serious misconduct, will:

1. For an initial BrAC fail or Confirmed Positive (Drugs) result be offered support and counselling through EAP and receive disciplinary counselling and education, with a Letter of Expectations issued which is placed on the worker's file in the first instance;
2. For a second BrAC fail or Confirmed Positive (Drugs) result within 15 months from an initial / BrAC fail or confirmed positive test (Drugs) result in similar circumstances as described above, be issued with a formal written warning; and

For a third BrAC fail or Confirmed Positive (Drugs) result within 15 months from the initial / BrAC fail or confirmed positive test (Drugs) result in similar circumstances as described above, will result in the employee being issued a show cause notice as to why disciplinary action should not be taken up to and including termination of employment in accordance with Energy Queensland's Investigation and Discipline R034 – 691276.

Test results may form part of any discipline process however no individual test results will be recorded on individual personnel files.

External testing providers will only keep records in accordance with legislative requirements. All workers will be provided with substantive, procedural fairness and natural justice.

### **13.2 Contractor - BrAC Fail (alcohol) Result or Confirmed Positive (drugs) or Breach of this Standard**

A copy of the confirmed positive test report shall be sent to the Contractor concerned, Energy Queensland and the Contractor's Employer or the Employer's representative on-site. The Contractor's Employer will advise the EQL representative of remedial action taken.

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The Contractor may be required to show cause demonstrating why the Contractor's worker should be allowed to return to the EQL workplace.

A Contractor's worker who returns a second confirmed positive result within 12 months from the first confirmed positive test result may be refused access to all sites at the discretion of EQL.

At its discretion, Energy Queensland may seek reimbursement of the costs incurred by EQL from the Contractor's worker for all testing subsequent to initial alcohol or other drug tests.

## 13.3 Visitor - BrAC Fail (alcohol) Result or Confirmed Positive (drugs) or Breach of this Standard

A record will be kept of the Visitor's name and that person will be required to return a negative result before future access to the site may be granted.

A Visitor who returns a second confirmed positive result may be refused access to any or all EQL sites at the discretion of EQL.

## 14 Application for Leave

No deduction of pay or leave will occur until after the receipt of a confirmed positive result subject to the appeals process. In the instance of workers returning a negative result, Special Leave can be used in accordance with Special Leave Guidelines.

Workers who are unable to work because they cannot comply with the condition of this Standard shall apply for appropriate paid leave (e.g. sick leave) in accordance with the Union Collective Agreement for time they are unable to work.

Applications for leave will only be processed after the receipt of a confirmed positive result for drugs or a BrAC Fail result.

## 15 Fitness for Work Plans

The purpose of the Fitness for Work (FFW) Plan is to assist the worker in the management of their health and fitness for work, to assist the supervisor with the management of the worker (if required) and to assist with the management of any potential safety concerns for other workers.

Fitness for Work Plans will be developed as per Section 10.10 in accordance with the following parameters:

1. Initial confirmed positive illicit drug or breath alcohol fail result:
  - Four (4) week plan with a maximum of (1) unannounced test.
2. Second confirmed positive illicit drug or breath alcohol fail result *within the period of the first plan*:
  - Extend the first plan to no more than a combined period of eight (8) weeks; and
  - Include additional tests to total maximum of six (6) unannounced tests for the combined plan length.
3. Second confirmed positive illicit drug or breath alcohol fail result *after completion of the first plan*:
  - Eight (8) week plan with a maximum of six (6) unannounced tests.
4. Third confirmed positive illicit drug or breath alcohol fail result:

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- Twelve (12) week plan with a maximum of ten (10) unannounced tests.

Fitness for work plan length may need to be altered on an individual basis due to leave impacts such as leave for week/s within the plan period.

Where the workgroup considers there are reasonable concerns associated with conducting high risk or safety critical activities requiring any form of restriction for an initial period in a Fitness for Work testing plan, this will be discussed and managed between the relevant Leader, Union representative and the employee.

The development of the Fitness for Work Plan is facilitated by Occupational Health and should consider any relevant advice from the MRO, treating health practitioners or the EAP provider. The plan will be signed by the worker and their supervisor.

Workers having a BrAC fail or Confirmed Positive result (Drugs) while participating in the Fitness for Work Plan will be managed in accordance with the Energy Queensland Investigation and Discipline R034 – 691276 as outlined in Section 13.

## 16 Social Functions

Any social function organised by Energy Queensland is deemed to be held on company premises and all workplace policies will apply.

General Managers or approved delegates will be accountable for social functions held within their area of responsibility. All workers will comply with Energy Queensland's Employees' Out of Hours Conduct P007 - 691081 and Employee Code of Conduct P004 - 691422.

Where workers are required to return to normal work activities or required to be on standby, they shall report for work not affected by alcohol and/or other drugs as per this Standard.

## 17 Audit and Review Process

### 17.1 Standard Review

The review of this Standard is to take place within at least 12 months of initial implementation to determine effectiveness, functionality, compliance to the requirements within and other internally related documents/materials/practices as per the as per Business Cyclic Review.

Any changes to this Standard will require review in consultation with union representation and key business stakeholders. Version control is to be applied.

### 17.2 Review of Incidents

Energy Queensland shall ensure that alcohol and other drug related issues are considered in the investigation and reporting of incidents.

## 18 Further Information

Further information or assistance (e.g. counselling service details, self-test kits, drug fact sheets, health information) with this Standard can be obtained from the Health, Safety and Environment team, Union Delegates and the intranet site.

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## 19 Annex A - Observation of Person Suspected of Alcohol and/or Other Drug Use

A person may be reasonably suspected of being ill or under the influence of alcohol and/or prescriptive or illegal drugs where the person is demonstrating one or more of the following medical symptoms or behaviours.

Workers displaying these symptoms may require medical treatment. Care shall be taken, as some of the symptoms outlined below are similar to those for the onset or occurrence of a heart attack, stroke or other illnesses.

Therefore these symptoms are listed as a guide only as to symptoms that may be exhibited when a person may be affected by alcohol or other drugs.

Physical Symptoms and Behaviours		
Flushing	Dizziness	Shakiness
Bloodshot eyes	Dilated (enlarged) pupils	Unclear judgement
Confused	Uncoordinated movements	Irregular breathing
Slow reactions	Loss of memory	Hyperactivity
Slurred speech	Aggression	Depression
Smells of alcohol	Tendency to laugh	Tension
Loss of inhibitions	Talk more than usual	Unconsciousness
Vomiting	Convulsions	Hallucinations
Trembling	Irritability	Irrational behaviour
Threatening manner	Sleepiness	Anxiety
Convulsions	Increased sweating	Dehydration

Work Behaviours
<p><u>Non or reduced attendance at work evidenced by:</u></p> <ul style="list-style-type: none"> <li>Absenteeism such as excessive sick leave; taking of unauthorised leave; frequent minor illnesses; improbably excuses for absences; lateness of arrival; and/or</li> <li>On-the-job absenteeism such as continued absences from office, desk, or worksite; frequent trips to coffee room or toilet; late returning from lunch/shift.</li> </ul> <p><u>Continuous non-compliance to Energy Queensland's Health and Safety Standards evidenced by:</u></p> <ul style="list-style-type: none"> <li>Incidents on the job; near misses; or incidents off the job that affect work performance.</li> </ul> <p><u>Effects on clients and customers as evidenced by:</u></p> <ul style="list-style-type: none"> <li>Clients commenting on behaviour or action; and/or loss or threatened loss of business.</li> </ul> <p><u>Diminished quality of work evidenced by:</u></p> <ul style="list-style-type: none"> <li>Difficulty recalling instructions or job details and/or giving misunderstanding instructions;</li> <li>Slow to learn new jobs; unreliability; and/or reduced levels of concentration.</li> </ul> <p><u>Diminished quantity of work evidenced by:</u></p> <ul style="list-style-type: none"> <li>Missed deadlines or jobs taking more time than expected and/or decreased productivity.</li> <li>Unable to sustain effort and/or spasmodic work pace.</li> </ul> <p><u>Effects on work team evidenced by:</u></p> <ul style="list-style-type: none"> <li>Over-reaction to real or imagined criticism; wide mood swings in morale, moody and unpredictable;</li> <li>Borrowing money from co-workers and/or complaints from, or avoidance of, co-workers;</li> <li>Involved in arguments and/or physical fights</li> </ul>

## 20 Annex B – Legislative Requirements – (For Info Only)

Workers and others must ensure they comply with general and specific legal requirements related to the duties or positions they undertake.

In accordance with Section 79 of the Transport Operations (Road Use Management) Act 1995 Qld, these requirements include, but are not limited to, the following:

### s 79 Vehicle Offences Involving Liquor or Other Drugs

#### (2AA) Offence of driving etc. while relevant drug is present in blood or saliva.

Any person who, while a relevant drug is present in the person's blood or saliva –

- (a) drives a motor vehicle, tram, train or vessel; or
- (b) attempts to put in motion a motor vehicle, tram, train or vessel; or
- (c) is in charge of a motor vehicle, tram, train or vessel;

Is guilty of an offence and liable to a penalty not exceeding 14 penalty units or to imprisonment for a term not exceeding 3 months.

#### (2B) Offence of driving etc. particular motor vehicles while over no alcohol limit but not over general alcohol limit.

Any person who, while the person is over the no alcohol limit but is not over the general alcohol limit –

- (a) drives a motor vehicle to which this subsection applies; or
- (b) attempts to put such a motor vehicle in motion; or
- (c) is in charge of such motor vehicle;

Is guilty of an offence and liable to a penalty not exceeding 14 penalty units or to imprisonment for a term not exceeding 3 months.

#### (2C) Motor vehicles to which subsection (2B) applies. Subsection (2B) applies to the following motor vehicles –

- (a) a truck, a bus, an articulated motor vehicle, a B-double, a road train;
- (b) a vehicle carrying a placard load of dangerous goods;
- (c) a tow truck which is licensed or should be licensed under the Tow Truck Act 1973 while it operates as a tow truck under that Act;
- (d) a pilot or escort vehicle that is escorting an oversize vehicle;
- (e) a vehicle that has, or is required to have, a taxi service licence or limousine licence under the Transport Operations (Passenger Transport) Act 1994;
- (f) a vehicle while it is being used by a driver trainer or give driver training;
- (g) a specifically constructed vehicle within the meaning of driver licencing regulation
- (h) a tractor that is not a specifically constructed vehicle mentioned in paragraph (g)

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## 21 Annex C – Table of Drug Types and Levels

**Table One: Initial On-site Test Cut-Off Concentrations**  
(From Table A1 AS/NZS 4760:2019)

Compound	Cut-off Concentration (ng/mL)
Opiates (e.g. Morphine)	50
Amphetamines	50
Cannabinoid (THC)	15
Cocaine	50
Oxycodone	40

**Table Two: Confirmatory Test Cut-Off Concentrations**  
(From Table 3 AS/NZS 4760:2019)

Compound	Cut-off Concentration (ng/mL)
Morphine	25
Codeine	25
6-Acetyl Morphine	10
Amphetamine	25
Methylamphetamine	25
Methylenedioxymethamphetamine	25
Methylenedioxyamphetamine	25
9-tetrahydrocannabinol (THC)	5
Cocaine	25
Benzoylcegonine	25
Ecgonine methyl ester	25
Oxycodone	20

Notes:

1. These targets represent the undiluted oral fluid concentration.
2. For analytes not included in this Table, the laboratory shall select a target concentration as appropriate for oral fluid.

**Table Three: Street Names of Illicit Drugs**

Illicit Drug	Street Names
Cannabis	Grass, marijuana, dope, weed, mull, herb, bucket, cone, yandi, hooch, joint, pot, mary-jane, skunk, hydro.
Ecstasy	XTC, E, eccy, pills, love, love drug, hug drug.
Amphetamine	Speed, fast, go fast, goey, G, uppers, wiz, pep, tabs (in Qld the terms are often interchangeable with Methamphetamine).
Methamphetamine	Ice, meth, speed, (in Qld most speed is Methamphetamine), crystal meth, shabu, glass, base, oil
Heroin	Smack, skag, H, hammer, slow, harry, homebake, horse, china, gear, junk