

Drug and Alcohol Policy



Torrens Connect's vision is to operate and maintain the Adelaide Tram Network in accordance with Work Health and Safety, and Rail Safety National Law regulatory requirements as well as Australian and International Standards. To achieve this, we will adhere to the regulatory requirements and embrace safety as a core value for our network and ensure that our operations are free from the potential to cause harm to our Workers, Contractors, Passengers, and The Public.

Our Commitment

Torrens Connect is committed to providing a safe work environment by:

- Having a zero tolerance to the consumption of alcohol;
- Having a zero tolerance to the possession, solicitation, selling, distribution, and consumption of illegal drugs at all Torrens Connect workplaces;
- Ensuring Workers are not affected by drugs or alcohol whilst at work;
- Maintaining a drug and alcohol testing program that also covers contractors and visitors who can be tested blanket, randomly, triggered by suspicion or post incident.
- Ensuring any Worker who is identified, or suspected, to be affected by drugs or alcohol is not allowed to commence work, return to work or continue working;
- Ensuring the confidentiality of personal information in relation to drug or alcohol testing, counselling, treatment, or rehabilitation;
- Ensuring the safety of our Workers, Third Parties and the Public;
- Provide fitness for work programs that actively engage our Workers and meet industry requirements; and
- Consolidating the implementation and ongoing compliance of our Integrated Management System and foster an environment that identifies opportunities for process improvement and the management of risk control processes.

Our Approach

Torrens Connect recognises that consumption of alcohol and illegal drug use can occur within the community. Torrens Connect has a lead role to play in the community. We do this by:

- Providing internal drug and alcohol awareness training;
- Providing appropriate support for Workers who may have difficulty addressing alcohol and/or drug related issues;
- Communicating and promoting a drug and alcohol-free workplace; and
- Working with SAPOL and the Client (DIT) to identify trends, recommend and implement strategies to improve safety across the Adelaide Tram Network.
- Ensuring a consistent approach incorporating procedural fairness in managing any breaches of this policy.
- Developing a positive culture within Torrens Connect that facilitates an open and transparent business embracing safety as a core value.
- Ensuring all accidents, incidents and near miss events are reported and investigated, as required, in a timely manner to identify the causal factors and corrective actions.
- Ensuring compliance with applicable Acts and Regulations, Codes of Practice, Guidelines and Australian & International Standards that impact the workplace.

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Continuous Improvement

Torrens Connect is committed to improve our systems and processes. To do this, Torrens Connect will:

- Provide access for Workers to the required knowledge and resources that facilitate their compliance with safety obligations;
- Conduct critical reviews of organisational training and development requirements to ensure content is accurate, current, and effective;
- Perform regular site inspections and audits of our railway operations to ensure ongoing compliance, identify opportunities for improvement and verify Regulatory and Statutory compliance; and
- Ongoing education regarding drug and alcohol awareness

Managerial Accountability

ROLE	RESPONSIBILITIES
General Manager	The General Manager must ensure: <ul style="list-style-type: none">• Heads of Department and members of the Senior Leadership Team are aware of their responsibilities in relation to maintaining a drug and alcohol free workplace;• Appropriate resources are allocated to educate and train workers, and conduct and enforce drug and alcohol testing processes; and• Promote and foster a culture of awareness through the provision of information.
Heads of Departments and Senior Leadership Team members	Must ensure: <ul style="list-style-type: none">• Managers/Supervisors are aware of their responsibilities in relation to maintaining a drug and alcohol free workplace;• Promote and foster a culture of awareness through the provision of information; and• The requirements of this policy are implemented within their business units
Supervisors/Team leaders	Must ensure: <ul style="list-style-type: none">• Workers are advised about the policy, training and support available, and the misconduct process for policy breaches;• Monitor Workers to ensure compliance with this policy;• Take an appropriate action when workers are known or suspected to be adversely affected by alcohol or drugs; and• Appropriate support is provided for workers having difficulties addressing alcohol and/or drug related issues.
Workers/Subcontractors	Must ensure: <ul style="list-style-type: none">• They understand and comply with this policy; and• Inform all persons entering a TC workplace of this policy where appropriate.

Digitally Signed By:

General Manager - Paul Burns at:21/11/2023 10:59

General Manager

[Torrens Connect](#)

