Mackinnon
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DRUG AND ALCOHOL POLICY 2026

1. Mackinnon Construction (MCL), as an Employer are mindful of the welfare of its entire staff and recognises that the use of alcohol and/or drugs or other medications by its Employees should not impair their own, and others health, safety and social life.
   Furthermore, to the extent that misuse of alcohol and/or drugs or other medications may have detrimental consequences to an Employee and the safety of others, whilst at work, and may affect their attendance and work performance.

2. MCL regards an individual's dependency on either alcohol or drugs or other medications as an illness. The same provisions and allowance for treatment will be made as for other illnesses.

3. For the purpose of the policy, alcohol dependence is defined as:
   "The habitual drinking of intoxicating liquor by an Employee, whereby the Employee's ability to perform his/her duties is impaired or his/her attendance at work is interfered with, or he/she endangers the safety of others".
   And drug dependence is defined as:
   "The habitual taking of drugs or other medications, by an Employee, whereby the Employee's ability to perform his/her duties is impaired, or his/her attendance at work is interfered with, or he/she endangers the safety of others". MCL recognises the taking of prescribed and purchased over-the-counter medications by an Employee may reduce the individuals ability to perform his/her duties in a safe manner, or his/her attendance at work is interfered with, or he/she endangers the safety of others. Employees prescribed or purchasing over-the-counter medication must always seek advise from the doctor or pharmacist issuing the medication, as to the effect the medication may have to their safety, the safety of others, and their performance, whilst at work.

4. Employees must inform their line manager or MCL HR Coordinator of any medication consumed before or during work which may reduce the Employee's ability to perform their duties is in a safe manner, or may endanger the safety of others whilst at work.

5. The policy is intended to apply to all Employees and subcontractors to MCL.

6. MCL will assist any Employee who is dependent on alcohol or drugs to understand their situation and assess their problem and to obtain confidential counselling. Staff who suspect or know that a colleague has an alcohol or drug related problem should encourage him or her to seek help and advise from the Employer.

Policy Statement

(a) Any Employee who is concerned that they may have a dependence on alcohol or drugs or other medications is encouraged to seek help and advice from their General Practitioner. If MCL considers that an Employee is dependent on alcohol or drugs it may require the Employee to attend an interview with a doctor. The doctor will provide MCL with a report on the Employee's condition and advice, regarding treatment strategy and their suitability to maintain their current role and responsibilities to MCL to safeguard themselves and others whom may be affected by their condition.

(b) If it is shown that the working environment is contributing to a dependency problem, then MCL will take all reasonable actions to ameliorate such problems.

(c) It is expected that any Employee of MCL who believes that a colleague has a drink or drug dependency problem will encourage them to seek professional help and to advise the Employer.

(d) Someone whose dependency on drink or drugs has come to the attention of a senior member of staff - possibly through difficulties at work - will, in the first place, be encouraged to discuss their dependency problems and also, if appropriate, be advised to seek professional medical help.

(e) MCL will regard anyone seeking help as having a health problem and will cooperate to enable appropriate help and treatment to be obtained.
MCL will treat reasonable absences for advice and treatment for dependence on alcohol or drugs as sick leave, provided the person concerned regularly informs MCL of progress and genuinely attempts to overcome the dependency problem. The need for confidentiality will be respected.

(f) If, because of an alcohol or drug dependency, a person's performance at work/behaviour is suffering and this would normally result in disciplinary action being taken, such action will be suspended for an appropriate period during treatment. Should help be refused or treatment unreasonably discontinued or, after a reasonable interval there is no improvement in behaviour and/or work performance remains poor, disciplinary procedures will be resumed or initiated. Such procedures may result in the termination of an individual's employment.

(g) An individual has the right to be accompanied/represented by his/her trade union representative or a colleague in discussions over alcohol or drug dependency.

(h) If, because of alcohol or drug dependency - or for any other reason - an Employee behaves or carries out their work in such a way as to endanger himself/herself or others, prompt corrective action will be taken as necessary to prevent risk, injury and damage being done. In such situations the Employee's alcohol or drug dependency will be taken into account, but it will not necessarily free the person concerned from the consequences of their conduct.
Where an Employee who develops dependency on alcohol or drugs becomes unsuited to their particular role and responsibilities, special consideration will be given to the position of such Employees and, wherever possible, a suitable alternative role sought.

(i) Agreement to accept treatment for alcohol or drug dependency will not, in itself, be detrimental to a member of staff's general conditions of service.

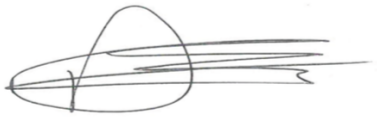
(j) MCL will continue to provide alternatives to alcohol on all appropriate social occasions, in addition to the provision of food and alcoholic drinks.

(k) Employees must inform their line manager or MCL HR Coordinator before commencing work on any worksite, should;

1) They potentially have sufficient alcohol within their system, which may affect their ability to work safely or endanger the safety of others through their actions whilst at work.

2) They have consumed or been prescribed or purchased over-the-counter medicines, which may affect their ability to work safely or endanger the safety of others through their actions whilst at work.

(l) The Managing Director is responsible for the implementation of the policy.



Signed: ..... Date: 9th January 2026

Alistair J. Mackinnon - Managing Director - Mackinnon Construction