

## Example of a D/A policy

### *What must a written drug/alcohol policy contain?*

1. **Emphasize the company's commitment to safety and the necessity of a D/A policy.**

**State the company's commitment to a safe, healthy and productive workplace, recognizing the fact that drug/alcohol abuse, will impair the employees ability to perform his duties and can cause or have adverse effects on a ships safety .**

2. **Describe what is permitted and what is forbidden. The ship is floating community where home and workplace are combined and seafarers are in need of rest and recreation .**

**Will the company policy enforce a zero tolerance on alcohol or permit a beer or glass of wine, during off working hours. State exactly what is forbidden, the use , misuse ,the possession of what drugs ,i.e. prescription drugs ,etc.**

3. **Include the necessity of enforcing this policy through testing and describe exactly the type of testing to be used and be explicit concerning the penalty of deviating from the policy .**

**What will be the consequences to a seafarer with a positive drug test ?  
Will the user be dismissed, removed temporarily from his duties on ship.**

### **Example: On testing**

- **Unannounced, periodic, due cause or random testing will be conducted as the company sees fit.**
- **A positive test result or refusal to submit to a drug or alcohol test is grounds for disciplinary action, including termination.**
- **It is also a Company requirement that all applicants accepting offers of regular employment must pass a drug test.**

- **The Company may conduct unannounced searches for drugs and alcohol on company owned or controlled property. It may also require employees to submit to medical evaluation or alcohol and drug testing where cause exists to suspect alcohol or drug use, including workplace incidents.**
- 4. A dependency on drug use or misuse of alcohol is a sickness and a user must be treated as a sick person. This is the current philosophy. Therefore be lenient when the circumstances require it . If the company policy has a rehabilitation or therapy program, state it.**
  - 5. Develop and write a procedure describing the required procedures for the application of a drug alcohol policy on board, complying with International requirements and guidelines. State the responsibilities of the Master.**

ELSSI is able and willing to assist your company to develop, write and implement a d/a policy designed to your needs.

