



Information for Contractors

Northern Beaches Council's Alcohol and Other Drugs Testing program applies to all workers of Northern Beaches Council including a contractor or subcontractor, or an employee of a contractor or subcontractor or an employee of a labour hire company.

Alcohol and other drugs at work

Council has adopted an Alcohol and Other Drugs Policy and associated procedures to eliminate the risks to health and safety from the inappropriate use of alcohol and other drugs in the workplace.

Northern Beaches Councils commitment

Northern Beaches Council has a duty of care under work health and safety legislation, to provide a safe working environment for all our workers. Alcohol and other drugs testing will be used to monitor policy compliance to ensure that workplace safety is not compromised due to the effects of alcohol or other drugs.

What does Council test for?

Workplace testing is used to detect alcohol, illegal drugs and some medications that may be present in the body at levels deemed unsafe for performance of work activities.

If selected for testing, there will be two tests conducted:

1. An alcohol breath test to determine Blood Alcohol Concentration (BAC) limits. Any worker that tests at or above the following limits will be in breach of Council's policy:
 - 0.02 or greater for heavy plant operators (>13.9 tonne) or truck drivers (>4.5 tonne) or mobile plant operators. This will apply only for personnel who are undertaking these specific duties at the time of any testing.
 - 0.05 or greater for all other staff to be in accordance with relevant state legislation. Where the person has a provisional licence (P plates) then the current BAC limits for P Plates must be followed if they drive vehicles and/or trucks.
2. A saliva screen to determine the presence of drugs of abuse. This includes opiates, amphetamine type stimulants, cocaine, THC and benzodiazepines.



Types of testing

Council’s testing provider carries out three types of testing relevant to Contractors:

- Post Incident – when an accident or event results in personal injury, vehicle damage, property damage and/or has the potential for significant risk of harm or injury to persons or equipment.
- Reasonable Concern – when a worker is suspected of being adversely affected by alcohol and/or other drugs
- Random – workers selected through a simple random selection process managed by our testing provider.

Random Testing – What to Expect

Testing will usually occur on the worksite in a mobile testing facility operated by our testing provider. If selected for testing:

- Do not consume any food or drink 15 minutes prior to testing.
- Bring photo ID (e.g.: driver’s license or other proof of identity with photo and full name)

Test Results

Test Result	Action Required
Negative Drug and Alcohol Test	Return to work – No further action
Positive Result for Alcohol	<p>Worker to meet with site leader (e.g. Team Leader, Coordinator, Supervisor, Manager) to discuss next steps which:</p> <ul style="list-style-type: none"> • Stood down for the remainder of shift; • Contractor to be contacted by Northern Beaches Council Contract Manager to advise of positive result; • Arrangements to be made to assist with worker safe travels home/back to base. <p>The contract worker must not return to any Northern Beaches Council site until a negative test is received. (this testing is at the contractor’s expense)</p>



Test Result	Action Required
Non-negative Result for Drugs	<p>Worker to meet with site leader (e.g. Team Leader, Coordinator, Supervisor, Manager) to discuss next steps:</p> <ul style="list-style-type: none"> • Stood down for the remainder of shift; • Arrangements made to assist with worker safe travels home/back to base. • The contract worker must not return to any Northern Beaches Council site until a negative test is received. (this testing is at the contractor's expense)
Laboratory Confirmed Positive Result for Drugs.	<ul style="list-style-type: none"> • The Northern Beaches Council Contract Manager shall notify the Contractor of the confirmed positive result. • The contract worker must not return to any Northern Beaches Council site until further notice.
<p>Note – if the non-negative result is consistent with a declared medication and the Contractor and Councils Contract Manager would like the worker to continue working at Council's sites; Councils Contract Manager may request further information from a medical practitioner to confirm that the worker is not impaired and can safely carry out the duties required under the contract. This medical advice would be at the contractor's expense.</p>	

Return to work

The contract worker must not return to any Northern Beaches Council site until a negative test is returned from that worker

Record Keeping and Confidentiality

All parties associated with an investigation of breach of Council policy should maintain confidentiality. Any discussion about a possible breach should only be between those who have official responsibility for dealing with it. Records will be kept confidential and secure by the relevant parties.

For further information, please contact your Contract Manager