



Alcohol and Drug “With Cause” Screening

The ScottishPower Alcohol & Drugs Policy is a fundamental part of the Company’s strategy to safeguard the health, safety and welfare of all its employees.

The purpose of the Alcohol & Drugs Policy is to:

- Have a working environment free from the effects of alcohol and drugs;
- Encourage employees who suspect or know they have an alcohol or drug-related problem to seek help voluntarily and provide assistance to those employees to overcome their problem;
- Provide practical guidance on how to deal with alcohol or drug-related problems effectively;
- Promote a climate which will reduce the tendency to conceal or deny alcohol or drug-related problems by enhancing awareness; and to provide a supportive framework for employees who come forward with an alcohol and/or drugs dependency issue.

The Policy allows the Company to conduct both “random” and “with cause” screening on employees.

“With cause” screening is required when there are reasonable grounds to believe that alcohol or drugs could have, or potentially could have had, an adverse effect on the health and safety of any individual.

Incidents, accidents and near misses where human behaviours may be a contributing factor to the cause of the incident could be an indication of the effect of alcohol or drugs. In these circumstances “with cause” screening must take place at the earliest opportunity. It is the Manager’s decision to screen an employee and this must be done based on the circumstances of the incident.

Screening is not intended to discriminate against any individual or group of individuals.

Further guidance can be found in the [Alcohol & Drugs Policy](#).

Recommendations and Action Points

For guidance, and to ensure consistency, the following instances have been identified where screening **must** be carried out:

- Vehicle incident where the incident could be attributable to driver error
- Operation of the wrong piece of plant/apparatus
- Loss of control of a tool or equipment resulting in injury or damage to equipment
- A deliberate act or breach of rules resulting in injury or damage to equipment
- An incident/accident which is the direct result of an instruction given, or a decision made, by a Line Manager, then the Line Manager shall be subject to a drug and alcohol test



We promote health and wellbeing, in and outside work