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| <b>Drug and Alcohol Policy</b> | Page: 1 of 2                 |
|                                | Issue 06                     |
| <b>Policy Statement</b>        | updated: 05/01/2026          |
|                                | Prepared by: Stacey Kokuciak |
|                                | Approved by: Steve Lamb      |

Drugs of any nature, like alcohol can slow reactions and lower vigilance. Alcohol and drugs affect the ability to think work safely and effects of this can be disastrous if you are responsible for the safety of equipment, vehicles or other people. For this reason Abacus Lighting Limited believes a policy on this type of abuse is necessary for the safety and wellbeing of its employees, contractors and the public at large, and aligns closely to the Health and Safety Policy.

### Responsibilities

This Policy requires that all employees and sub-contractors working on behalf of the Company, must not: -

Report for work under the influence of alcohol or drugs at any time.

Consume alcohol or take such drugs whilst on duty.

### Advice

In order to start work with a zero or near zero alcohol level, employees should not consume any alcohol at all in the 8 hours before starting, and in the 16 hours prior to that should not consume more than 7 units.

Employees should be aware that to use, possess, consume, store or sell illicit drugs/alcohol on the Company's premises or to report for work having taken such drugs will result in disciplinary action which may lead to dismissal.

The consequences of a positive test could result in disciplinary action and ultimately dismissal.

Medically supplied drugs or those available without prescription can impair performance and should be taken with due consideration to your responsibilities.

Nonadherence to the rules in the policy could result in investigation and disciplinary action.

### Care and Safety

If you are aware of colleagues whose performance is impaired by drugs or alcohol you should identify them to your Line Manager confidentially before any problems arise.

In an effort to promote the health and wellbeing of employees and to minimise problems at work we encourage anyone with a drug or alcohol related problem to come forward and seek help.

Everyone should make every effort to ensure the Company's premises are not used to facilitate drug taking.

Evidence by way of discarded packages or hypodermic syringes should be left undisturbed and reported immediately.

When working in or around toilet areas, confined spaces and hidden areas be aware of the danger of discarded drugs and equipment.

In the event of anyone receiving such an injury, it is essential that hospital treatment is sought immediately, and the offending equipment (syringe or similar) is also taken to the hospital. Company procedure would dictate that any injury should be recorded in the Accident Book.

Contract staff on our site must be made aware of these safeguards in order to minimise any personal risk to health.

If any clarification is required in implementation of this Policy reference should be made to your direct Line Manager and failing to satisfactorily resolve, to a Board Director.

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## Employees and Contractors working for and behalf of Abacus on Network Rail sites.

In addition to the above, Abacus Lighting Limited will adhere to the Network Rail current revision of its drug and alcohol policy standard for any staff working at a Network Rail recognised site.

PTS holders are to inform the Contract Manager about any prescription or over the counter medication that is being taken which could affect their ability to work safely on Network Rail sites.


A zero-tolerance approach is taken to individuals attending work whilst under the influence of drugs and/or alcohol. If found to be in an unfit state through drugs and alcohol whilst working in this environment. A breach of this rule is a criminal offence.

PTS holders will also be subject to random unannounced drugs and alcohol testing by an accredited occupational healthcare provider.

Any PTS holder suspected to be under the influence of drugs and/or alcohol whilst working on a Network Rail controlled site, will be subject to a 'for cause' drug and alcohol test as soon as is practically possible by a Company appointed accredited testing facility.

Any PTS holder involved in an accident whilst working on a Network Rail controlled site, will be subject to post incident drug and alcohol testing as soon as is practically possible by a Company/Customer appointed accredited testing facility.

If found positive during any of the above testing any Sentinel track safety cards will be withdrawn and the individual will be subject to Abacus investigation and disciplinary procedures which may lead to dismissal.



Steve Lamb

Chairman

Date: 05/01/2026

I confirm I have read and understood the above policy

Name(print): .....

Signed: .....

Date: