



FITNESS FOR WORK POLICY

PURPOSE

Endocoal is committed to providing and maintaining a working environment in which our employees and contractors are not exposed to any hazards arising from long working hours or the use and abuse of alcohol or drugs.

SCOPE

All Endocoal employees and contractors are required to report for work in a fit condition (both physically and psychologically) in order to perform their required duties in a safe, competent and proficient manner.

POLICY

- All Endocoal employees and contractors are prohibited from working when under the influence of alcohol or drugs, or upon producing positive Drug & Alcohol screening test results.
- No Endocoal employee and contractors will be permitted to enter a workplace until a complying Drug & Alcohol test has been achieved.
- During our Safety induction process, Endocoal will actively educate employees on the dangers of drug and alcohol abuse in the workplace and the impact of fatigue and / or physical and psychological impairment.
- Endocoal will take all reasonable precautions in the placement of employees and contractors to ensure the hours of work; shifts / rosters and workplace conditions do not create an unacceptable risk of fatigue.
- Where possible, our employees and contractors will not work in excess of 12 hours per day on a workplace assignment. In the event that Endocoal employees and contractors are required to work in excess of 12 hours per day, this will require specific Endocoal approval. A risk assessment will be conducted to ensure the safety and wellbeing of the employees should they need to work beyond 14 hours in a single shift.

POLICY GUIDANCE NOTES

Management instructions will be issued to reinforce and describe the implementation of this Fitness for Work Policy Standard.

Tim Hedley
Chief Executive Officer