

# DRUG AND ALCOHOL POLICY

## Scope

Fourth Partner Energy (hereinafter referred as FPEL) is committed to the elimination of drug and alcohol use and abuse in the workplace. The policy applies to FPEL employees and associated contractor workforce engaged by FPEL across all its locations, operations & services, visitors, and other stakeholders.

## Principles

FPEL is committed to provide a safe, quality oriented and professional work environment. Alcohol and drug abuse pose a threat to the health and safety of every individual and to the security of the company's facilities. Therefore, to eliminate alcohol and drug abuse, FPEL employees and contractor workforce should adhere to the following principles.

- Use, possession or sale of alcohol in company premises during work hours is strictly prohibited. Further, the use, possession or sale of illegal drugs is prohibited at any time.
- Employees are prohibited from reporting to work under the influence of alcohol or drugs.
- In the interest of the safety and health of FPEL employees and contractor workforce, FPEL reserves the right to inspect and search, at random, unannounced times, all packages, boxes, clothing, or any personal belongings carried on or off company property.
- FPEL Employees and contractor workforce found to be in violation of this policy by possessing or using alcohol or drugs will be subject to immediate discharge from employment.

**This policy can be effectively implemented by the involvement of all the FPEL employees and the contractor workforce in spreading appropriate initiatives which includes:**

- Raising awareness, through the dispersal of information, education, training and by promoting healthy lifestyles among our employees.
- Motivating all the employees of Fourth Partner and the contractor workforce who have an alcohol or drug problem, to seek assistance, simultaneously maintaining confidentiality about such cases.



**(Vivek Subramanian)  
Executive Director**

**Date: 08<sup>th</sup> June 2021**