

Deploy Recruitment Group (including Deploy Limited and Deploy Projects Limited – hereafter referred to as 'The Company') is fully committed to meeting its responsibilities under the Health and Safety at Work Act 1974, the Management of Health and Safety at Work Regulations 1999 and any other associated legislation. Such legislation highlights to employers that they have a general duty to ensure the health, safety, and welfare of their employees and members of the public.

It is strictly forbidden to use, possess or sell illegal drugs or controlled substances or to consume alcohol or take drugs while working. If it is suspected that you are under the influence of alcohol or other substances as defined below, under the terms of your employment, you are under a duty to permit The Company to obtain a sample of urine or oral fluids.

For this Policy, the terms "drugs" and "alcohol" include:

- Substances covered by the Misuse of Drugs Act 1971, which include but are not limited to amphetamines, methamphetamines, benzodiazepines, cannabinoids, cocaine, and opiates
- Inappropriate use of prescribed and over-the-counter drugs; and
- Inappropriate use of solvents, alcohol, and any other substances.

The policy applies to all individuals working for the Company, including employees, consultants, contractors, home-workers, casual and agency workers, volunteers, and self-employed persons acting on our behalf ("staff").

The Company encourages early diagnosis and treatment of drug and alcohol problems and encourages employees to seek help before their actions or difficulties result in a violation of this policy.

Employees who voluntarily seek help for substance misuse will be supported through referral to occupational health or an Employee Assistance Programme. Disciplinary action will not be taken solely based on self-disclosure.

Company Procedure

The Company is committed to taking all reasonable measures to ensure the safety of its operatives engaged in all aspects of its business. Therefore, we do not expect anyone to come to work having taken drugs or alcohol, as this could impact their ability to perform their regular duties or consume such during working hours.

For all staff, and for those on duty to operate or work with machinery, the taking of drugs or alcohol to any extent creates a safety hazard. Full mental and physical ability is required to perform such tasks. Where drugs and/or alcohol have been taken, this could seriously jeopardise the safety of the employee and those around them.

The Company considers that any staff in possession of/who has taken illegal drugs or alcohol may be subject to disciplinary action, up to and including dismissal for gross misconduct.

In addition, the Company will cooperate with local law enforcement officials as necessary when an employee possesses, transfers, sells, or attempts to sell or transfer an illegal drug.

If you have been prescribed drugs or are taking over-the-counter medications, which may adversely affect your performance or behaviour, it is your responsibility to report this to your manager or HR.

Drug and Alcohol Testing

During your employment, you may be asked to take a drug or alcohol test. Testing can take the form of:

- Random drug and alcohol testing
- Cause testing where there is reasonable suspicion that an employee may violate the policy
- Post-incident testing following an incident or accident

All drug and alcohol tests will be subject to the following conditions:

- The reason for the test will be given before testing
- The test will be a confidential procedure
- A certified supplier will conduct the test
- The sample will be subject to confidential medical analysis by the testing company
- The Company and you will be sent a report under confidential cover by the testing company, which will be confined to stating whether there is a presence of alcohol or any illegal drug, if so, the extent and the impact this will have on your ability to perform your regular duties. The Company will use the report's contents as evidence in any disciplinary or dismissal proceeding that follows as a result of the report and will not disclose the report or any information relating to it to any third party, except as required to do so by law.

Method of Testing

Testing will be conducted by analysing a urine sample, oral fluids, or a breath test, as determined in each case.

Suspension Awaiting Results

Where an employee is suspected of consuming alcohol or drugs during the working day or is still affected by alcohol or drugs taken outside of work, and a test is carried out, they will be sent home until a test result has been obtained.

Refusal to Provide a Sample

Refusal to take a test will be regarded as a failed test. If an individual fails the test, he/she may be subject to disciplinary action, up to and including dismissal for gross misconduct.

Consent and Data Protection

Testing will only be conducted with the explicit, informed consent of the individual. All results will be treated as sensitive personal data, stored securely, and shared only with authorised personnel in accordance with the Data Protection Act 2018 and the UK GDPR.



Paul Smith, Managing Director,
12TH January 2026