

DRUG & ALCOHOL MANAGEMENT PLAN INFORMATION FOR SUPPLIERS & CONTRACTORS

Boeing Defence Australia (BDA) is committed to the health, safety and wellbeing of our people. Our safety philosophy is to 'Go for Zero – One Day at a Time' so that our people return home safely at the end of each work day.

Alcohol and other drugs (AOD), when present in persons, increases the risk of harm in the workplace and can adversely impact upon a person's fitness for work. BDA is committed to ensuring this risk is appropriately managed to provide a safe, productive work environment and to maintain the trust and confidence of our customer and the public in our products, services and the abilities of our people.

BDA recently conducted a review of its approach to managing AOD in the workplace. On 1 December 2023, BDA implemented a revised Drug and Alcohol Management Plan (DAMP) which seeks to ensure the risks associated with AOD use are appropriately identified and minimised. The DAMP applies to all persons undertaking activities on behalf of BDA and/or working on a BDA-managed site (BDA Workers), including subcontractors and suppliers.

This fact sheet has been produced to provide suppliers with an overview of the DAMP to ensure compliance when performing work on behalf of BDA. It is intended to be a summary only and suppliers should always refer to the DAMP for detail on an issue or contact BDA Supplier Management. Suppliers are provided a copy of the DAMP as an annexure to any contract they enter into with BDA.

DAMP OVERVIEW

The BDA DAMP outlines the reasonably practicable steps BDA will take to ensure the safety, health & wellbeing of BDA Workers and the safety of our products and services. Key aspects of the BDA DAMP include:

- a risk management focus for all workers; including those working virtually.
- a random AOD screening program.
- a 0.00% Breath Alcohol Content (BAC).
- screening for all drug types including synthetic drugs and prescribed medication that includes THC.

BDA'S RESPONSIBILITIES

All BDA Workers, including contractors, sub-contractors and any other persons performing activities on behalf of BDA along with visitors will be provided with information on relevant aspects of the DAMP and information on their roles and responsibilities during both Supplier Contract Management Processes and onsite EHS induction.

SUPPLIER RESPONSIBILITIES

All BDA Workers, including supplier personnel, may be included in BDA's AOD screening program. BDA has taken this approach because every person on site can present a risk to themselves and to others. Best practice requires every worker to be eligible for AOD screening. Further, in some instances, BDA is contractually or legally required to ensure its non-employee personnel are subject to AOD screening.



All suppliers, are required to advise their personnel of BDA's revised approach to AOD management in the workplace. Subject entirely to BDA's discretion, if a worker refuses to comply with the DAMP, they will not be permitted to work on a BDA managed site or workplace.

Visitors to BDA-managed sites who are not performing work on behalf of BDA will not be required to participate in any form of drug or alcohol screening, including random screening. BDA does however, require Visitors to comply with all other requirements of the BDA DAMP including that they be fit to enter site.

The revised DAMP commenced on **1 December 2023**.

DRUG & ALCOHOL LIMITS

Under the DAMP, BDA will screen to determine whether the presence of the following substances including synthetic drugs designed to mimic drugs of abuse are above Permitted Levels:

- Alcohol
- Amphetamine type substance
- Benzodiazepines
- Cannabis metabolites (including prescribed THC products)
- Cocaine metabolites
- Opiates
- Synthetic drugs designed to mimic drugs of abuse

The permitted drug and alcohol levels are as follows:

- Alcohol** The permitted alcohol level is not more than 0.00% Blood Alcohol Content (BAC). That means a confirmatory breath test of 0.01% BAC or greater will be registered as a positive returned test and will be managed in accordance with BDA's Confirmed Positive Test Results procedure as outlined in the DAMP.
- Drugs** Permitted drug levels vary depending on the drug. Where applicable, levels must be less than the confirmatory cut-off value for that drug as specified in the Australian Standard 4308 'Procedures for specimen collection and the detection and quantitation of drugs of abuse in urine'.
- Other Drugs** The level of other drug types must not exceed the minimum concentration that is detectable under an accredited laboratory process.

THE SCREENING PROCESS

Elements of BDA's AOD screening program that may apply to BDA supplier personnel include unannounced Random Screening, Reasonable Suspicion Screening and Post-Incident Screening.

RANDOM SCREENING

Unannounced AOD screening of randomly selected workers is conducted by BDA-approved testers or BDA designated external service providers across all BDA programs and at sites where BDA have workplaces they control and manage. Alcohol screening will be conducted by way of a breathalyser, while drug screening will be conducted by way of urine screening.

Well Being
Choose well. Live well.



REASONABLE SUSPICION SCREENING

Reasonable suspicion testing may only be initiated when two BDA Workers agree that there is reasonable suspicion that a worker could be under the adverse influence of AOD. Initiation is based on, but not limited to, complaints of inappropriate conduct, allegations regarding possible AOD use or observations.

One of the initiating BDA Workers must be an authorised BDA employee, such as:

- a Site or Project Manager;
- an EHS Specialist or HR Business Partner,
- a Senior Manager or Senior Maintenance Manager;
- the local DAMP focal or
- National DAMP Coordinator.

POST-INCIDENT SCREENING

A BDA Worker will be tested for AOD when:

- a. A work-related incident has occurred involving death, serious bodily injury or significant property / environmental damage.
- b. A Worker's suspected actions or inaction either contributed to an incident or cannot be completely discounted as a contributing factor; or
- c. A Worker has engaged in an activity, which could have (but did not) result in death or bodily injury to the Worker or others or significant property / environmental damage.

MANAGING NON-NEGATIVE RESULTS

Alcohol

Following an initial non-negative breath test (where 0.01% BAC or greater is determined), the Worker will be asked to rinse their mouth with water, wait 15 to 30 minutes and then provide a second, confirmatory breath sample.

If the Worker's second breath test returns a negative result, they will be recorded as having provided a negative test result and be permitted to return to work duties.

If the Worker returns a second positive breath test, they will be determined to have returned a positive test result, and will be referred to the Medical Review Officer (MRO) for a confidential discussion and consideration of the test results. The MRO will then determine whether the Worker is safe to return to work or needs to be suspended from work duties.

Other Drugs

The MRO will discuss initial non-negative screening results with the Worker and any surrounding circumstances, including type of drug detected, the worker's job role and location, and any other medical conditions or considerations. The MRO will then determine if the worker is safe to return to work or needs to be suspended from work duties.

Where it is determined by the MRO that a BDA worker who is not a BDA employee is unsafe to return to work duties, they will be directed not to return to the BDA workplace and referred back to their own employer for further management.

FURTHER INFORMATION

For further information or for a full copy of the DAMP, please email bdascmcomms@exchange.boeing.com